



County 'of Santa Cruz

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GENERAL SERVICES DEPARTMENT

701 OCEAN STREET, SUITE 330, SANTA CRUZ, CA 95060-4073

(831) 454-2210 FAX: (831) 454-2710 TDD: (831) 454-2123

ROY HOLMBERG, DIRECTOR

October 26, 1999

AGENDA: November 9, 1999

Board of Supervisors
County of Santa Cruz
701 Ocean Street
Santa Cruz, California 95060

REQUEST TO ADVERTISE 1020 EMELINE HVAC REPAIR #99C1-003

Members of the Board:

As part of the 1999/2000 Plant Budget, your Board allocated funds to provide replacement of deteriorated return airduct on the roof of 1020 Emeline. Plans and specifications have been prepared by the General Services Department. These items and associated documents related to the project must be approved by your Board prior to solicitation of written proposals. Funds are available in Budget Index 333300, Sub-Object 3405. The cost of the project is estimated at \$11,000..

It is therefore RECOMMENDED that your Board take the following actions:

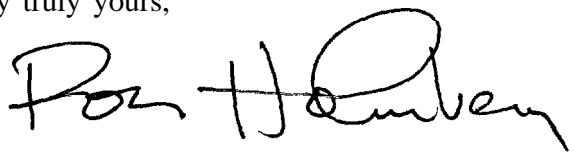
1. Approve plans and specifications on file with the Clerk of the Board for the 1020 Emeline HVAC Repairs #99C1-003;
2. Direct the General Services Department to advertise for bids; and

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- 3. Set the bid opening for 10:45 a.m. on December 7, 1999.

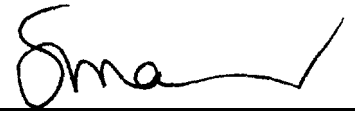
Very truly yours,



ROY K. HOLMBERG
Director

RH:mmc

RECOMMENDED:



SUSAN A. MAURIELLO
County Administrative Officer

- cc: County Administrative Office
County Counsel
Auditor-Controller
Building Equipment Department

RH:m-1\RTA1020HVAC#99C1-003