



# 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 29, 1999

AGENDA: November 16, 1999

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

**APPROVED AND FILED**  
**BOARD OF SUPERVISORS**  
DATE: 11/16/99  
**COUNTY OF SANTA CRUZ**  
**SUSAN A. MAURIELLO**  
**EX-OFFICIO CLERK OF THE BOARD**  
BY: Sharon Mitchell **DEPUTY**

### REQUEST TO ADVERTISE HVAC IMPROVEMENTS-BASEMENT COURTROOM #99C I-004

Members of the Board:

As part of the 1999/2000 Plant Budget, your Board allocated funds to provide for a licensed contractor to provide labor and materials to reconfigure HVAC ducting in the Court area of the basement of the Governmental Center at 701 Ocean Street, Santa Cruz. Plans and specifications have been prepared by the General Services Department. The purpose of this work is to improve ventilation in the courtroom and clerical areas and make them into independent heating and cooling zones since they have very different uses. 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 333200 , Sub-Object 3405. The cost of the project is estimated at \$12,000.00.

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

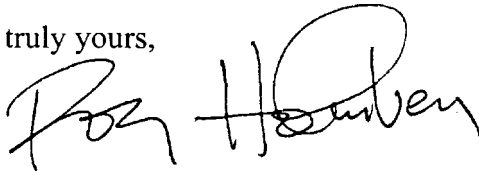
1. Approve plans and specifications on file with the Clerk of the Board for the HVAC Improvements - Basement Courtroom #99C I-004;
2. Direct the General Services Department to advertise for bids; and

Request To Advertise, 99C I-004  
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3. Set the bid opening for 10:45 a.m. on December 14, 1999.

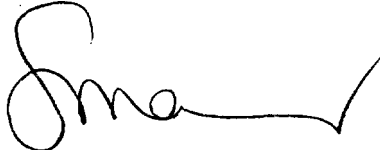
Very truly yours,



ROY K. HOLMBERG  
Director

RKH:mc

RECOMMENDED:



SUSAN A. MAURIELLO  
County Administrative Officer

cc: County Administrative Office  
County Counsel  
Auditor-Controller  
General Services Department

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