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## BOARD OF COUNTY COMMISSIONERS • COLUMBIA COUNTY

## AGENDA ITEM REQUEST FORM

The Board of County Commissioners meets the 1st and 3rd Thursday of each month at 5:30 p.m. in the Columbia County School Board Administrative Complex Auditorium, 372 West Duval Street, Lake City, Florida 32055. All agenda items are due in the Board's office one week prior to the meeting date.

Florida 32055. All	agenda items ar	e due in the Board's office one	week pr	rior to the meeting date.	
Today's Date:	8-28-1	$\mathcal{L}$ Meeting $\mathfrak L$	Date:	9-4-14	
Name: <u>Ke</u> v	in Kieh	— / Departme	ent:	Operations	
Division Manager	's Signature:	14/6			
1. Nature and pu	rpose of agenda	item: Piggu-bA	cK a	on doutenet	_
betwee	N Cobus	NE ASSOC. Inc.	•	O(1)	
School	Broard y	,			
Attach any corres	spondence infor etc.	mation, documents and form	ns for ac	tion i.e., contract agreement	ts, quotes,
2. Fiscal impact of	on current budge	et.			
Is this a budgeted	d item?	Yes Account No. Ool	- /87	0 - 519 - 30 46 0 - 519 - 30 46 get amendment to fund this	request
Budget Amendm	ent Number:				
FROM		<u>TO</u>		<u>A</u>	MOUNT

For Use of County Manger Only:

[ ] Consent Item [ ] Discussion Item

District No. 1 - Ronald Williams

'District No. 2 - Rusty DePratter

District No. 3 - Bucky Nash

District No. 4 - Stephen E. Bailey

District No. 5 - Scarlet P. Frisina



## BOARD OF COUNTY COMMISSIONERS . COLUMBIA COUNTY

**MEMORANDUM** 

TO:

Dale Williams, County Manager

FROM:

Kevin Kirby, Operations Manager

**DATE:** 

August 28, 2014

**SUBJECT:** Coburn & Associates, Inc.

It has recently been brought to my attention by our Facilities and Maintenance Department that there are duct work issues at the courthouse and Sheriff's Office Operations Building.

Attached is an Agreement for Professional Services between Cobum & Associates, Inc. and the School Board of Columbia County, Florida that I believe we can piggy-back on to obtain their services for assessment of the problem. I am in the process of obtaining permission from Mike Null, Purchasing Director for the School Board of Columbia County, Florida to do so.

Cobum & Associates, Inc. is the only mechanical engineering firm in this area.

The proposed cost has been estimated to be approximately \$4,000.

Please advise if you agree with utilizing this firm through the School Board contract.

Cc: Ben Scott, Assistant County Manager