

WOODBURY COUNTY BOARD OF SUPERVISORS AGENDA ITEM(S) REQUEST FORM

#11a

Date: 12/07/2016 Weekly Agenda Date: 12/13/2016

ELECTED OFFICIAL / DEPARTMENT HEAD / CITIZEN: Kenny Schmitz

WORDING FOR AGENDA ITEM:

Motion to set date/time to receive & authorize opening of Courthouse Steam Trap Project Bids

ACTION REQUIRED:

- | | | |
|--|---|--|
| Approve Ordinance <input type="checkbox"/> | Approve Resolution <input type="checkbox"/> | Approve Motion <input checked="" type="checkbox"/> |
| Give Direction <input type="checkbox"/> | Other: Informational <input type="checkbox"/> | Attachments <input type="checkbox"/> |

EXECUTIVE SUMMARY:

Courthouse Steam Trap bids are to be received no later than December 20th, 2016 3:30 pm at the Board of Supervisors Administration Office. A set date/time to open bid submissions must be approved.

BACKGROUND:

Plans and specifications related to the Courthouse Steam Trap Project have been advertised for competitive bids. Interested parties must submit bids to the Woodbury County Board of Supervisors Office no later than 3:30 pm December 20th.

FINANCIAL IMPACT:

IF THERE IS A CONTRACT INVOLVED IN THE AGENDA ITEM, HAS THE CONTRACT BEEN SUBMITTED AT LEAST ONE WEEK PRIOR AND ANSWERED WITH A REVIEW BY THE COUNTY ATTORNEY'S OFFICE?

Yes No

RECOMMENDATION:

Approve the County Auditor or designee to open bids December 20th, 3:30 pm in the Board of Supervisors Administration Office.

ACTION REQUIRED / PROPOSED MOTION:

Motion to receive Courthouse Steam Trap Project bid submissions and authorize the County Auditor or designee to open the bid submissions for review December 20th, 2016 at 3:30 pm in the Woodbury County Board of Supervisors Administration Office.