



Agenda Item VII. B.

Meeting Date: March 7, 2017

Department: Planning/Zoning / Purchasing Department

Issue: **Appropriation for Train Depot items**

Board Action: The Board is being asked to appropriate funds from the tourism account to complete the Train Depot.

Attachment: Pricing estimate spreadsheet

Summary: The Train Depot project is nearing completion and a number of items are needed to outfit the visitor center and Train Depot building. Staff is requesting an appropriation from the tourism account of \$90,000 in order to purchase items such as; three flag poles – United States flag, Virginia flag, Amherst County flag, freestanding sign, seating, information graphics, history graphics, artifact display, literature wall, entry photo wall, stand up information table, exterior sign, interactive monitor/website design, desk, shelves, chairs, file cabinets, trash cans, copier, entrance mats, janitorial equipment and landscaping.

Staff will make every effort to spend less than what is requested on the attached pricing estimate spreadsheet. Currently, the Tourism committed fund has \$108,502 for projects related to Tourism.

Recommendation: That the Board appropriate \$90,000 from the Tourism committed fund to purchase needed items at the Train Depot.

Train Depot Budget - Appropriation Request	Cost Estimate	Notes
Flag Pole - Three poles	15,000	
Freestanding Sign	5,000	
Thayer - Seating	1,595	
Thayer - County Information Graphics	2,083	
Thayer - Suspended Graphic Panels	3,202	
Thayer - History Graphics/Artifact Display	3,733	Original display
Thayer - Literature Wall	1,967	
Thayer - Entry Photo Wall	2,398	
Thayer - Stand up information table	2,934	
Thayer - Exterior Sign Budget	1,510	
Interactive Monitor/Website Design	20,000	
Desk, shelves, chairs, file cabinets, trash cans	14,000	
Copier	4,000	
Entrance Mats, Janitorial equipment	2,500	
Landscaping	5,000	
Contingency 5%	4,250	
Total	89,172	