



Agenda Item VI. A.

Meeting Date: September 5, 2017

Department: Finance/Purchasing

Topic: **Administration Building Project**

Board Action: The Board is being asked to appropriate \$ 12,500 for post-construction safety improvements.

Attachment: Appropriation Form

Summary: The Administration Building addition and renovation project is within budget for the original project. However, two safety items have come to light that were not budgeted within the original project. The entrance does not have sufficient exterior lighting and a handrail is needed on the front step. Injuries have occurred already at the front step. It is proposed that additional outside lamp posts which match the existing light posts and a handrail be funded for the safety of the public as well as staff members.

Recommendation: That the Board appropriate \$ 12,500 from the General Fund unobligated fund balance for lamp posts and a handrail to be installed outside the Public Meeting Room entrance.

COUNTY OF AMHERST

APPROPRIATION REQUEST FORM

DATE: September 5, 2017

FROM: FINANCE/Purchasing
DEPARTMENT

Hacey N. Wilkes
SIGNATURE

Appropriation:

Budget year: FY 2018

DEPT. NUMBER	LINE NUMBER	DESCRIPTION	AMOUNT
11-94100	7012	Construction	\$ 12,500.00

Explanation of why funds are needed and where funds are coming from:

Appropriate additional funds of \$12,500 for lamp posts and handrail

****Please Select Description ****

☒ General Fund



Other Funds (Explain Source below)

☐ Recovered Revenue

☐ Additional State Revenue

☐ Grant Award