

FRANKLIN COUNTY RESOLUTION NO. 2021-115

BEFORE THE BOARD OF COUNTY COMMISSIONERS, FRANKLIN COUNTY, WASHINGTON

RE: AUTHORIZATION TO ENTER INTO CONTRACTS FOR THE PURPOSE OF REMODELING OFFICE SPACE IN THE FRANKLIN COUNTY COURTHOUSE FOR THE COUNTY ASSESSOR AND HUMAN RESOURCES DEPARTMENT

WHEREAS, due to the COVID-19 pandemic, growth in the requirements of personnel in the County Assessor’s office, and the need to maintain and improve the quality of service provided by the Assessor, the County has identified the necessity of remodeling office space of both the Assessor’s office and the Human Resources office located on the basement floor of the Franklin County Courthouse; and

WHEREAS, under the current configuration there is inadequate protection of taxpayer privacy and inadequate separation of personnel in the Assessor’s office to provide services professionally and safely; and

WHEREAS, the Human Resources Department must also be able to provide essential services professionally and safely;

NOW THEREFORE BE IT RESOLVED that the Board of County Commissioners hereby authorizes the expending of up to \$50,000 of Current Expense Fund Contingency dollars for the purpose of remodeling the current Assessor’s office and Human Resources office located in the basement of the Franklin County Courthouse in accordance with the attached plan and project description. The County Administrator is hereby authorized to enter into contracts with appropriate construction and other providers to carry out this remodeling project in accordance with state and county procurement laws and policies; and

BE IT ALSO RESOLVED that in the event it becomes permissible to utilize federal or state COVID-19 Relief funds through the American Rescue Plan Act of 2021 or other grant funds for any or all of this project, that those funds be used first to either pay for the costs of the project or reimburse the Current Expense Fund as permitted under law, so as to minimize the impact to the Current Expense Fund.

APPROVED this 25th day of May, 2021

**BOARD OF COUNTY COMMISSIONERS
FRANKLIN COUNTY, WASHINGTON**

Chair

Chair Pro Tem

Member

Attest:

Clerk to the Board

ASSESSORS/HUMAN RESOURCES

As you walk into the Assessors entrance from the hall, the entrance door into the office area will be moved approximately 5 ft. to the right. The counter to the west will be removed and replaced with the new office entry door. An enclosed office will be created where Robin currently sits.

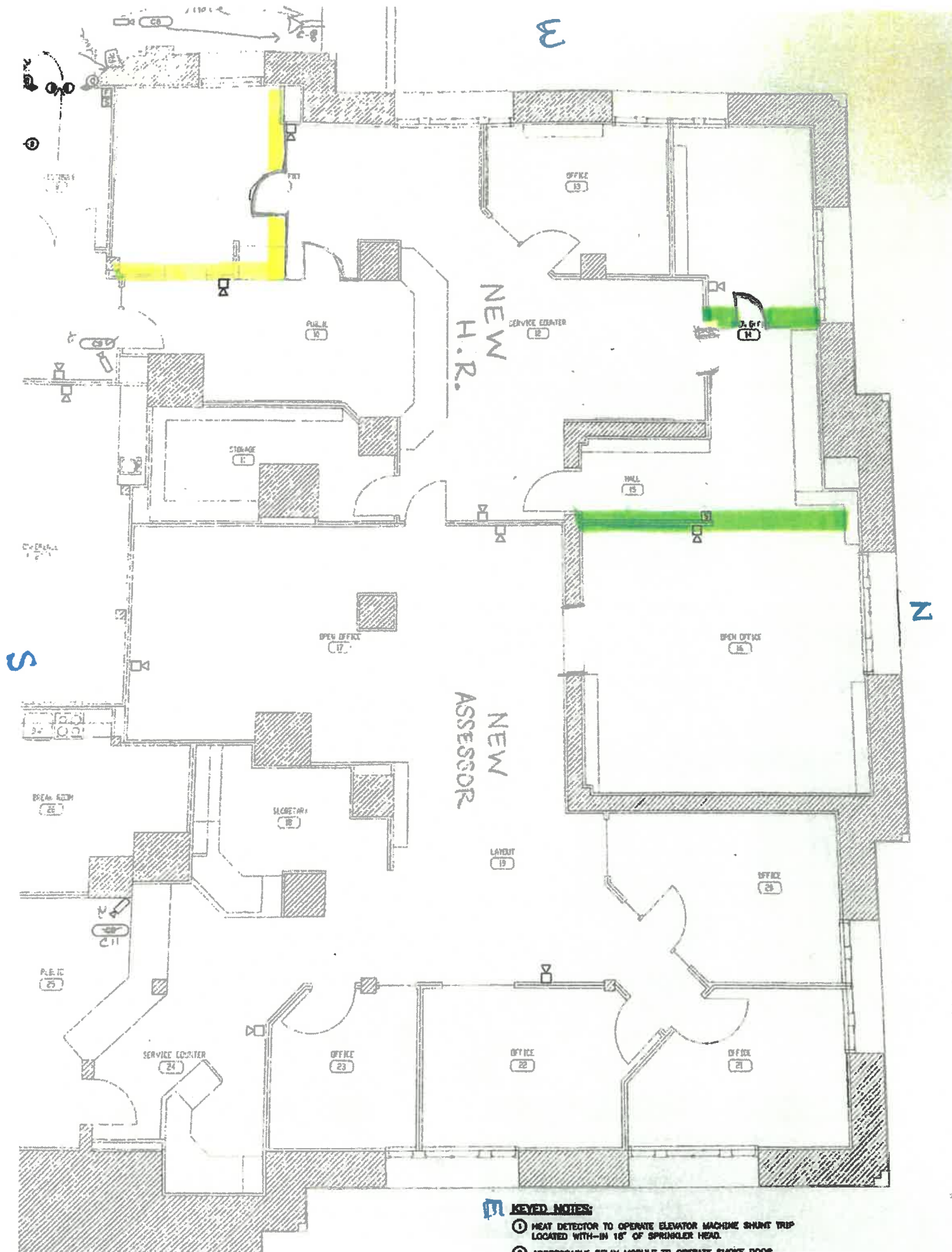
Facing the North wall a framed passage way will be installed. This will create easier access to the new office to the North West in the back portion of the Assessors space.

In back area, where the appraisers are located, there will be a wall created to the East. The wall will close off the space to the New Human Resources office and provide access to the Old Human Resources back area where the Assessors will move into.

In the current Human Resources office another framed passage way (basically a doorway without a door) will be installed for the Assessors to pass into this area.

There will be some electrical to move which an electrician will be required for.

We also know that data will need to be moved by the I.s. department



- M KEYED NOTES:**
- ① HEAT DETECTOR TO OPERATE ELEVATOR MACHINE SHUNT TRIP LOCATED WITH-IN 18" OF SPRINKLER HEAD.
 - ② APPROXIMATE RELAY MODULE TO OPERATE SMOKE DOOR.