

**TOWN OF PRESCOTT VALLEY
REQUEST FOR COUNCIL ACTION
Date: March 11, 2011**

SUBJECT: Expenditure exceeding \$16,000: Building Modification

SUBMITTING DEPARTMENT: Police Department

PREPARED BY: Elliot Peterman, Administrative Specialist, on behalf of Chief Jim Maxson

AGENDA LOCATION: Comments/Communications , Consent , Work/Study ,
New Business , Public Hearing , Second Reading

ATTACHMENTS: a:) Budgetary quote from Aspen Valley Development

SUMMARY/BACKGROUND: Per policy, the department seeks council approval for an expense over \$16,000 related to the temporary use of office space in the Civic Center building. The total amount of the expenditure will be \$28,933 to Aspen Valley Development which was obtained utilizing the three-quote process. The contracted work includes minor modifications to wall structures, doorways and millwork.

OPTIONS ANALYSIS: The Town Council may either approve or decline the expenditure.

ACTION OPTION: Motion to approve the expenditure in the amount noted. **VOTE.**

RECOMMENDATION: Staff recommends approving the expenditure as noted.

FISCAL ANALYSIS: There is no fiscal impact to the Town for this purchase. It is fully funded through a reimbursement from the Office of the Yavapai County Attorney.

REVIEWED BY:

Management Services Director _____

Town Clerk _____

Town Attorney _____

Town Manager _____

COUNCIL ACTION:

Approved Denied Tabled/Deferred Assigned to _____