

SOUTHEAST METRO STORMWATER AUTHORITY  
acting by and through  
SEMSWA WATER ACTIVITY ENTERPRISE

RESOLUTION NO. 20, SERIES OF 2007)  
(Authorization to Purchase Furnishings and IT Equipment for Office and Maintenance  
Building and for Moving Costs)

WHEREAS, in Resolution No. 14, Series of 2006 the Board authorized the Executive Director and legal counsel to negotiate a lease for office and maintenance facility at 76 Inverness Drive East and for the Chairperson of SEMSWA to execute a lease containing the basic terms set forth in a proposal from Frederick Ross Company dated December 6, 2006; and

WHEREAS, a lease for the space at 76 Inverness Drive East was signed in January 2007 by the Chairperson and representatives of Landlord, Colorado & Santa Fe Real Estate Company; and

WHEREAS, a space plan for tenant improvements has been prepared, construction drawings are nearing completion, bids for the construction work will be advertised, and the building is expected to be ready for occupancy by the end of May; and

WHEREAS, in order to move into SEMSWA's space when it is ready, furnishings and IT equipment must be available and installed; and

WHEREAS, because of the lead time it takes to order and deliver furnishings and to order, install, and test IT equipment it is necessary to initiate the acquisition of furnishings and IT equipment; and

WHEREAS, CH2M Hill has coordinated preparation of the design of the tenant improvements, has prepared a recommended list of furnishings with detailed estimated costs, has developed an IT equipment and software design with a detailed list of estimated costs, and will coordinate the move of SEMSWA from Arapahoe County facilities to the new building at 76 Inverness East; and

WHEREAS, furnishings and IT needs at this time are based on the number of employees anticipated to be in the building in the next several months and additional furnishings and IT needs will be required as additional employees are added; and

WHEREAS, the estimated cost for furnishings is \$147,000, the estimated cost for IT equipment and software is \$230,000, and moving costs are estimated to be \$6,600 for a total cost of \$383,600. The estimates include a ten percent contingency; and

WHEREAS, there are adequate funds available to pay for the furnishings, IT equipment and software, and moving costs in 2007 based on projected revenues and

expenditures pending the adoption of a revised budget later in 2007 when actual revenues and expenditures can be more accurately defined; and

WHEREAS, in order not to delay the move date to the building at 76 Inverness East the Board desires to initiate the process of acquisition of furnishings and IT equipment and software and to authorize expenses for moving into the building.

NOW, THEREFORE, BE IT RESOLVED THAT:

1. The executive director is authorized to acquire furnishings and IT equipment and software for the building located at 76 Inverness East, and to pay for costs for moving from Arapahoe County facilities to the property located at 76 East Inverness at a total cost not to exceed \$383,600 without prior approval of the Board.

(SEAL)

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SEMSWA WATER ACTIVITY ENTERPRISE

Date: \_\_\_\_\_

ATTEST:

\_\_\_\_\_  
Secretary

\_\_\_\_\_  
Chairperson