



COMMISSIONERS COURT
COMMUNICATION

REFERENCE NUMBER _____

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DATE: 07/11/2023

SUBJECT: APPROVAL OF A BUILDING RENOVATION ON THE SEVENTH FLOOR OF THE PLAZA BUILDING FOR THE TARRANT COUNTY SHERIFF'S OFFICE PERSONNEL DIVISION AND CHAPLAINCY DIVISION

***** CONSENT AGENDA *****

COMMISSIONERS COURT ACTION REQUESTED

It is requested that the Commissioners Court approve a building renovation on the 7th floor of the Plaza Building for the Tarrant County Sheriff's Office (TCSO) Personnel Division and Chaplaincy Division located at 200 E. Taylor Street, Fort Worth.

BACKGROUND

In the FY 2023 budget, the Commissioners Court approved funding to construct one (1) additional office for the TCSO Personnel Division and one (1) additional office for the Chaplaincy Division, and the installation of a new reception counter and swinging gate to enhance security and limit the flow of traffic through the suite.

A new office (Room 755-A) will be constructed for the TCSO Personnel Division for a new Health Insurance Portability and Accountability Act (HIPPA) Specialist position which requires a private office for confidentiality and security of sensitive information. The current Volunteer Workroom (Room 766) will be divided to create a new office for the Chaplaincy Division (Room 766-B). In addition, the new reception counter and swinging gate will be installed to ensure staff is aware of all visitors entering and exiting the suite.

The renovation will consist of the installation of walls, windows, doors, mechanical, electrical, lighting, fire sprinkler and fire alarm components. Three (3) modular furniture units will be reconfigured and relocated along with their respective electrical and data components.

FISCAL IMPACT

Funding in the amount of \$33,780.00 is available in account 54000/45100-2023/3110210000.

SUBMITTED BY:	Facilities Management	PREPARED BY: APPROVED BY:	Brad Phelps Michael Amador
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