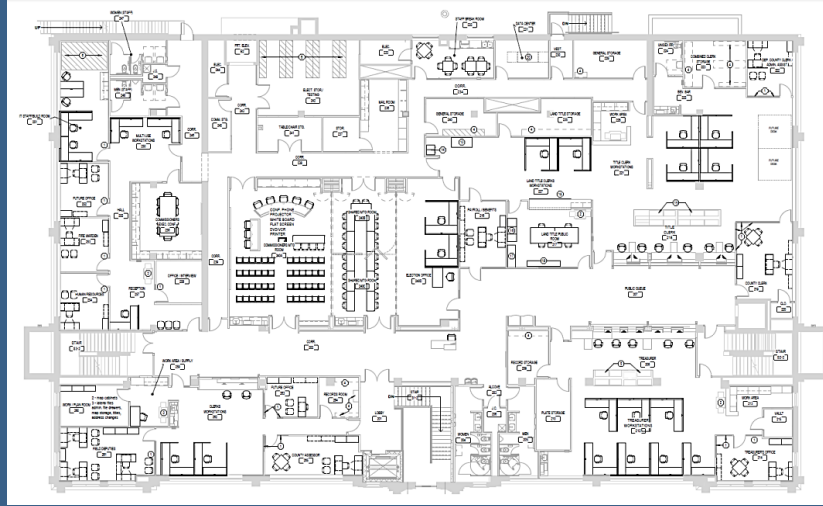




# Project Update

Courthouse and Carbon Building Improvement Project



Carbon Building 2<sup>nd</sup> Floor Proposed Furniture Plan

## Carbon Building 2<sup>nd</sup> Floor Overview

Who is moving out?	Who is moving in?	Who is staying?
County Library (Rawlins Branch) Bess Sheller Meeting Room	County Assessor County County Clerk County Commissioners County IT Department County Treasurer Emergency Manager Fire Warden	N/A

## 2<sup>nd</sup> Floor Changes

The 2<sup>nd</sup> floor of the Carbon Building has served the Carbon County Rawlins Branch Library for many years. You learned in the last issue that the Library is moving to the first floor. This isn't the first time this Library has moved as the community has changed. You can read more about the Library's history here: <https://carbonlibraries.org/the-libraries/history/> With the Library moving out, this frees up the second floor to establish a floor dedicated to County Administration.

The County Administration offices serve the public, often concurrently serving patrons. Having these offices together will positively impact future performance and interactions with the public. In addition, the floor has future space to provide for County growth.

This floor will have a Welcome Desk to greet patrons, provide directions and provide security to the floor. The public will also have access to public restrooms and vending.

The floor will have a north staff entry from the parking lot, a shared break room, shared meeting rooms, and shared staff restrooms.

## Coming Up...

The next issue will focus on the Carbon Building 3<sup>rd</sup> Floor. If you have questions or things you'd like to see covered in the next Project Update, please send an email to [jtmilo@ekmp.com](mailto:jtmilo@ekmp.com).

## Questions

County Questions:  
[gwynnbartlett@carbonwy.com](mailto:gwynnbartlett@carbonwy.com)

Project Questions:  
[jtmilo@ekmp.com](mailto:jtmilo@ekmp.com)

**Project Website**  
Coming Soon

**County Website**  
<http://carbonwy.com/>

**"Restoring the Past to  
Build the Future"**

## Upcoming Dates

- **Department/Office Special Reviews** (Storage, Finishes, Casework/Millwork, Furniture, etc.)
  - April – June 2020
- **Develop Construction Documents**
  - March – July 2020
- **CMAR Sets the Guaranteed Maximum Price (GMP)**
  - July 2020



# Project Update

Courthouse and Carbon Building Improvement Project

## CARBON BUILDING – 2<sup>nd</sup> FLOOR



### County Assessor (Purple on the Plans Above)

The County Assessor relocation/remodel will provide:

- Staff work areas and offices.
- A future office to provide for office growth.
- Records and map storage.
- Easy access to the Planning and Zoning Department on the 3<sup>rd</sup> floor who they work with often.

### County Clerk (Brown on the Plans Above)

The County Clerk relocation/remodel will provide:

- Consolidated staff work areas and offices.
- A dedicated, monitored and secure elections equipment storage.
- An Election Office with public access and space to hold elections.
- A dedicated Payroll/Benefits Office to privately serve staff.
- A Land Title Room that will serve the public with easy access to historical records.

### County Treasurer (Gray/Tan on the Plan Above)

The Treasurer remodel will provide:

- Staff work areas and offices.
- Secure storage for daily transactions and licensing materials/plates.

### County Commissioners (Green and Yellow on the Plans Above)

The County Commissioners remodel will provide:

- Meeting space to serve the public with seating for at least 50.
- Storage space for records/materials.
- Office/Workstation space for staff and future staff.
- A Commissioner's Executive Conference Room.
- An office/build room with work space for IT Staff.

### Shared Spaces (Blue and Orange on the Plan Above)

The Shared Spaces will provide:

- Staff Restrooms.
- Shared Staff Breakroom with full size refrigerator.
- Shared staff mailboxes.
- Two large shared meeting rooms with a movable partition to create over 500sf of meeting space.
  - If using the Commissioners Meeting Space and Shared Meeting Space with the movable partitions open, over 1400sf of meeting space is available.
- Meeting Room Storage for tables/chairs.
- Public Restrooms.
- A data center to serve the entire building.