



**M E M O**

**County  
Administrator**

Robert W. Wilson  
701-241-5770  
wilsonro@casscountynd.gov

TO: County Commissioners  
FROM: Robert W. Wilson  
DATE: December 15, 2021  
SUBJECT: Unbudgeted 2021 Buildings and Grounds Request

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Buildings and Grounds Supervisor, Gene Gartner, has approached me with an unbudgeted 2021 request for the purchase of LED lights in the amount of \$11,835.

Funds are available in the 2021 Annex General Maintenance Line item for this purchase. The lights will be installed, and installation costs paid in 2022, in office areas occupied by juvenile courts operations.

\$50,000 is budgeted in 2022 for installation of LED lights in all hallway areas in the Annex Building. This unbudgeted 2021 request compliments and will be coordinated with the planned 2022 project.

**SUGGESTED MOTION: Authorize the Chair to sign purchase order with Bergstrom Electric in the amount of \$11,835 for LED lights to be installed in 1<sup>st</sup> floor office areas of the Annex Building.**

PO Box 2806  
211 Ninth Street South  
Fargo, North Dakota 58108

[www.casscountynd.gov](http://www.casscountynd.gov)

**Gartner, Gene**

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**From:** Perry Kleven <pkleven@bergstromelectric.com>  
**Sent:** Thursday, December 9, 2021 11:35 AM  
**To:** Gartner, Gene  
**Subject:** Annex Office lights - list

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**CAUTION: EXTERNAL EMAIL**

Per your request on information	cost per unit	total		
2x2 led flat panel 4K lights	\$65/ea	75	=	\$4875
2x4 led flat panel 4K lights	\$81/ea	60	=	\$4860
<u>Dimmer controls power pack-dimmer -plate</u>	<u>\$210/each</u>	<u>10</u>	<u>=</u>	<u>\$2100</u>
Material list on the Wanted list				\$11,835
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Est fixture labor ½ hr per light x 135	=70 hours x \$75=			\$5250
Est dimmer system	15 hours x \$75			\$1125
Est labor total				\$6375
Estimate only total				<b>\$18,210</b>

\*\*\* Note – we can bill out all the materials in Dec and install as much as we can on regular work orders

Please review and let me know what the master plan maybe  
Perry

**Perry Kleven**

**Service Manager**

4120 14<sup>th</sup> Avenue North  
Fargo, ND 58102  
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[pkleven@bergstromelectric.com](mailto:pkleven@bergstromelectric.com)  
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# PURCHASE ORDER

PAGE: 1  
 149424  
 P.O. NO.:  
 DATE: 2/14/21

N.D. Sales Tax Exempt No. E-3009

BERGSTROM ELECTRIC, INC.  
 PO BOX 13152  
 GRAND FORKS, ND 58208-3152

SHIP TO: CASS COUNTY GOVERNMENT  
 COUNTY AUDITOR  
 211 9TH ST S  
 FARGO, ND 58103

VENDOR NO.		4174		SHIP VIA		F.O.B.		TERMS	
DELIVER BY		12/14/21						NET	
CONFIRM BY			CONFIRM TO			REQUISITIONED BY			
			HEINLE, SARAH J			GENE GARTNER			
FREIGHT		CONTRACT NO.		ACCOUNT NO.		PROJECT		REQ. NO.	REQ. DATE
				101-1504-411.47-01				BERGSTROME	12/14/21
LINE NO.	QUANTITY	UOM	ITEM NO. AND DESCRIPTION				UNIT COST	EXTENDED COST	
1	11835.00	EA	INTSTALL LIGHTING				1.0000	11835.00	
							SUB-TOTAL		11835.00
									11835.00

AUTHORIZED BY \_\_\_\_\_ COUNTY OFFICIAL