





# BRAZOS COUNTY

## REQUEST FOR BUDGET AMENDMENT

Budget Amendment Number

13.01

Agenda Date

1/7/2025

Fiscal Year

October 1 - September 30 2025

Requesting Department

BUDGET OFFICE

Requestors Name

Nina Payne

DECREASE EXPENDITURE(S):

1000 General Fund

From: Fund Number

DECREASE EXPENDITURE(S):

11001500 Contingency

From: Division Name

DECREASE EXPENDITURE(S):

61130000 Contingency

From: Account Number

From: Amount

\$

36,100.00

AMOUNT OF DECREASE

Total

\$ 36,100.00

TOTAL AMOUNT OF DECREASE

INCREASE EXPENDITURE(S):

1000 General Fund

To: Fund Number

INCREASE EXPENDITURE(S):

36500006 Brazos Center - Non

To: Division Name

INCREASE EXPENDITURE(S):

65052000 Carpentry & Building

To: Account Number

To: Amount

\$

36,100.00

AMOUNT OF INCREASE

Total

\$ 36,100.00

TOTAL AMOUNT OF INCREASE

## TO EXPLANATION AND SIGNATURE

Explanation

Explanation to reclassify budget to proper accounts:

Reallocation of funds to the correct account to repair existing oak flooring at the Brazos Center in room 1, 2, 3, and 4.

## File and Documentation

File Upload

Upload

The Brazos Center wood floor repair and sanding proposal 12062024.pdf 607.65KB

Signature

Initiator

*Nina Payne*

Department (?)

BUDGET OFFICE ▼

Signature

Elected Official/Dept Head

*Nina Payne*

Comments

Elected Official/Dept Head Comments

Signature

Budget Officer Signature

*Nina Payne*

Comments

Budget Officer Comments

CC Approval Oracle Posted

Sign

Completion Date

Date will be captured on form submission

Comments

Commissioners Court Decision Comments



Quality Hardwood Floors, Inc. DBA:

# QHF SPORTS

2011 Clovis Barker Rd.  
San Marcos, TX 78666  
Ph: (512) 754-9077  
Fax: (512) 754-0919  
QHFsports.com



Date: 12/6/24

Buyboard Contract No. 737-24

Organization: The Brazos Center  
Attn: Joanna Spencer  
Phone: 979-776-8338  
Email: jspencer@brazoscountytexas.gov

**Scope of Work:**

Description	Area (sq. ft.)	Price
<b>The Brazos Center Assemblies 1, 2, 3, and 4</b>		
Remove approximately 200 sq. ft. of existing oak flooring. Scrape old glue off concrete. Install new 5/8" x 4" Red Oak flooring.	200	\$3,300.00
Sand floor to bare wood using coarse, medium, and fine grit sandpaper. Buff and apply Dark Walnut stain. Apply oil based sealer. Apply 2 coats of 50% solids oil base gloss finish.  <b>*45 KW generator for sanding equipment included in price.</b>	16,514	\$32,800.00
<b>Total</b>		<b>\$36,100.00</b>

## Customer Requirements

### Floor Sanding

- **Ensure that HVAC is set to maintain humidity between 35 and 50 percent always, including long summer and winter breaks. Humidity fluctuations of more than 15% may cause finish and paint to peel, boards to warp or gap, and void warranty.**
- The customer is aware that sanding of wood floors will create fine dust in the air and the owner has taken such precautions as he/she feels adequate to protect the surrounding area from such dust. Quality Hardwood Floors, Inc. shall not be held responsible for hanging plastic or provide dust containment other than the industry standard dust bags attached to the equipment. Quality Harwood Floors, Inc. shall not be held responsible for any damage resulting from the dust nor shall they be responsible to clean up such dust.
- **Ensure that the finished product can cure untouched for 72 hours after it is applied. If the finish is not allowed to cure properly there is a high probability of scratching and/or scuffing.**

**\*To accept this proposal, please email purchase order to [justin@QHFsports.com](mailto:justin@QHFsports.com).**

Thank you for giving us this opportunity. If you have any questions or would like to schedule the work, please contact us at 512-754-9077.

Regards,

Craig Phillips  
QHF Sports