



# Board of County Commissioners Agenda Request



**Requested Meeting Date:** March 10, 2015

**Title of Item:** Window film

<input type="checkbox"/> REGULAR AGENDA <input checked="" type="checkbox"/> CONSENT AGENDA <input type="checkbox"/> INFORMATION ONLY	<b>Action Requested:</b> <input checked="" type="checkbox"/> Approve/Deny Motion <input type="checkbox"/> Adopt Resolution (attach draft)	<input type="checkbox"/> Direction Requested <input type="checkbox"/> Discussion Item <input type="checkbox"/> Hold Public Hearing* <small>*provide copy of hearing notice that was published</small>
<b>Submitted by:</b> Eileen Foss		<b>Department:</b> Health & Human Services
<b>Presenter (Name and Title):</b>		<b>Estimated Time Needed:</b>
<b>Summary of Issue:</b> Tom Burke spoke with Sheriff Turner & he supports the window film vs having the blinds shut.  Eileen Foss spoke with supplier who has worked with this film for 27 years. He stated there is a 12 year mfg warranty but feels it lasts 20 plus years.  From Bulletin #13-69-09: Each officer or employee of any person to whom returns or return information is or may be disclosed shall be notified in writing by such person that returns or return information disclosed to such officer or employee can be used only for a purpose and to the extent authorized herein, and that further disclosure of any such returns or return information for a purpose or to an extent unauthorized herein constitutes a felony punishable upon conviction by a fine of as much as \$5,000 or imprisonment for as long as five years, or both, together with the costs of prosecution. Such person shall also notify each such officer and employee that any such unauthorized future disclosure of returns or return information may also result in an award of civil damages against the officer or employee in an amount not less than \$1,000 with respect to each instance of unauthorized disclosure. These penalties are prescribed by IRC Sections 7213 and 7431 and set forth at 26 CFR 301.6103(n)-1.		
<b>Alternatives, Options, Effects on Others/Comments:</b>		
<b>Recommended Action/Motion:</b> Approve purchase of window film for safeguarding requirements		
<b>Financial Impact:</b> Is there a cost associated with this request? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No What is the total cost, with tax and shipping? \$ \$2,693.00 Is this budgeted? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <i>Please Explain:</i> Covered out of fund balance as this requirement just came to our attention.		

V. - C.

**AITKIN GLASS SERVICE, INC.**  
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February 12, 2015

Aitkin County  
Health & Human Services Building  
204 1<sup>st</sup> St NW

RE: Window tinting in offices  
Attn: Julie

Quote is for installation of 3M window film to office windows. Film will create an obstructed view of computer monitors in offices as seen by passers-by.

Note: Example of such film is available for your review at Bremer Bank and Joe Ganz office.

9 – windows (40x70)  
4 – windows (72x72)

Total installed (work by professional 3M authorized film installer): \$2,693.00

Approx lead time for film is 2-3 weeks.

Thank you for the opportunity to bid this project.

Tim Westerlund  
Aitkin Glass Service