

**METROPOLITAN WASHINGTON COUNCIL OF GOVERNMENTS  
777 NORTH CAPITOL STREET, NE  
WASHINGTON, DC 20002-4239**

**RESOLUTION AUTHORIZING COG TO ENTER INTO CONTRACTS WITH SELECTED VENDORS TO BUILD OUT  
OFFICE SPACE**

**WHEREAS**, the Metropolitan Washington Council of Governments (COG) requires additional staff office space and would like to convert existing underutilized space into offices; and

**WHEREAS**, the project will allow COG to convert two current work areas into four offices allowing the utilization of existing space; and

**WHEREAS**, the offices will provide additional space for COG's Office of Finance and Accounting and COG's Cooperative Purchasing staff.

**NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF DIRECTORS OF THE METROPOLITAN  
WASHINGTON COUNCIL OF GOVERNMENTS THAT:**

The Executive Director, or his designee, is authorized to enter into contract(s) and expend funds in the amount not to exceed \$140,000 to convert underutilized work areas into office space. Funding for this capital project is available in COG's undesignated net asset balance.

**I HEREBY CERTIFY THAT the foregoing resolution was adopted by the COG Board of Directors  
on April 13, 2016.**

**Laura Ambrosio  
COG Communications Specialist**