
Item (J)(1)(A) - Headquarters Renovation and District Temporary Facility Moving Schedule

From Jesse Stephens <JStephens@bcrsd.com>

Date Thu 4/16/2026 5:08 PM

To Jesse Stephens <JStephens@bcrsd.com>

Dear Board of Trustees,

At the time of this e-mail, minor comments have been addressed in the City of Columbia permitting review, and the building permit was obtained on 4-16-2026.

BCRSD has received access to the temporary facility at 909 Business Loop 70 east and is in the process of moving some items and furnishing and preparing for the move that will happen between the 22nd and 24th of April, after the board meeting.

Temporary signage has been procured to direct traffic and customers from 1314 N. 7th Street to the Boone Electric Lobby for customer inquiry. Temporary signage and instructions will be placed on doors of both facilities along with phone numbers to communicate with staff and ask questions.

We are also sending out a post-card with instructions for customers on our temporary location in the Boone Electric Lobby, and to direct them to the website for more information on the upcoming billing transition.

Our plan is to be functional in the temporary office space by 4-27-2026 and we will be located there until the renovation is complete.

PCE will begin their mobilization efforts starting the week of 4-20-2026 and demolition will commence at 1314 N. 7th Street starting 4-27-2026.



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