Timothy V. Corrigan  
District I

Douglas B. Monger  
District II

M. Elizabeth Melton  
District III

Work Session  
August 3, 2020

Times listed on the agenda are approximations and may be longer or shorter, or being earlier than scheduled, with no notice. Agendas are subject to change 24 hours before the meeting start time. To ensure you have the most up-to-date information, please check the agenda after 24 hours of its start time.

If you are joining the meeting for a specific item, please join 10 minutes before the item to ensure you are present for the beginning of the item.

Please click the link below to join the webinar:

https://us02web.zoom.us/j/85106670945?pwd=UXZZSGx1Q01Mc0s2cklGVk13Qld5UT09

Password: 522

Or Telephone:

Dial(for higher quality, dial a number based on your current location):

US: +1 253 215 8782 or +1 346 248 7799 or +1 669 900 6833 or +1 301 715 8592  
or +1 312 626 6799 or +1 929 205 6099  
Webinar ID: 851 0667 0945  
Password: 522

The Routt County Board of Health or Board of Commissioners may enter executive session pursuant to C.R.S. 24-6-402(4)(b) to receive legal advice related to specific legal questions concerning Routt County’s COVID-19 response.

1. **9:30 A.M.  COUNTY MANAGER UPDATE**  
Mark Collins, Interim County Manager

The Routt County Board of County Commissioners may enter executive session pursuant to C.R.S. 24-6-402(4)(b) to receive legal advice related to specific legal questions concerning Routt County’s COVID-19 response.

2. **10:15 A.M.  LEGAL**  
Erick Knaus, County Attorney

The Routt County Board of County Commissioners may enter executive session pursuant to C.R.S. 24-6-402(4)(b) to receive legal advice related to specific legal questions concerning Routt County’s COVID-19 response.

3. **11:00 A.M.  PURCHASING**
COUNTY MANAGER UPDATE
Mark Collins, Interim County Manager

The Routt County Board of County Commissioners may enter executive session pursuant to C.R.S. 24-6-402(4)(b) to receive legal advice related to specific legal questions concerning Routt County’s COVID-19 response.

LEGAL
Erick Knaus, County Attorney

The Routt County Board of County Commissioners may enter executive session pursuant to C.R.S. 24-6-402(4)(b) to receive legal advice related to specific legal questions concerning Routt County’s COVID-19 response.

PURCHASING
Julie Kennedy, Purchasing Agent

YAMPA VALLEY REGIONAL AIRPORT TERMINAL SEATING PURCHASE
Consideration for approval of the purchase of 133 terminal seats for the new gate at YVRA and authorization for the County Manager to electronically sign the purchase order in the amount of $79,251.75 to Airport Seating Alliance.

Documents:

- YVRA TERMINAL SEATING PURCHASE BCC AGENDA COMMUNICATION FORM.PDF
- YVRA TERMINAL SEATING BID TABULATION.PDF
- ASA QUOTE 6043 7.28.20.PDF

4. 11:10 A.M. COVID-19 WORK SESSION

The Commissioners will address critical items for regular county and emergency operations related to the COVID-19 pandemic. Action may be taken and direction to staff may be given in relation to any of these items.

The Routt County Board of County Commissioners may enter executive session pursuant to C.R.S. 24-6-402(4)(b) to receive legal advice related to specific legal questions concerning Routt County’s COVID-19 response.

5. 12:00 P.M. MEETING ADJOURNED

Please click the link below to join the webinar:

https://us02web.zoom.us/j/85106670945?pwd=UXZZSGx1Q01Mc0s2cklGVk13Qld5UT09
Password: 522

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All programs, services and activities of Routt County are operated in compliance with the Americans with Disabilities Act. If you need a special accommodation as a result of a disability, please call the Commissioners Office at (970) 879-0108 to assure that we can meet your needs. Please notify us of your request as soon as possible prior to the scheduled event. Routt County uses the Relay Colorado service. Dial 711 or TDD (970) 870-5444.
ITEM DATE: August 3, 2020      ITEM TIME: 

FROM: J. Kennedy/K. Booth/T. Gerber  
TODAY’S DATE: July 29, 2020  
AGENDA TITLE: YVRA Terminal Seating Purchase

CHECK ONE THAT APPLIES TO YOUR ITEM: 
X ACTION ITEM  
☐ DIRECTION  
☐ INFORMATION

I. DESCRIBE THE REQUEST OR ISSUE: 
Request the Board of County Commissioners approve the purchase of 133 terminal seats for the new gate at YVRA and authorize the County Manager to electronically sign the purchase order in the amount of $79,251.75 to Airport Seating Alliance.

II. RECOMMENDED ACTION (motion): 
Motion by the Board of County Commissioners to approve the purchase of 133 terminal seats for the new gate at YVRA and authorize the County Manager to electronically sign the purchase order in the amount of $79,251.75 to Airport Seating Alliance.

III. DESCRIBE FISCAL IMPACTS (VARIATION TO BUDGET): 
PROPOSED REVENUE (if applicable): 
CURRENT BUDGETED AMOUNT: $50,000  
PROPOSED EXPENDITURE: $79,251.75 ***  
FUNDING SOURCE: Terminal Expansion Project 45159881 801141  
SUPPLEMENTAL BUDGET NEEDED: YES X NO ☐  

****$50,000 is budgeted for furniture, fixtures and equipment (FF&E; i.e. gate seating)  

Accounting confirmed that there will not be individual resolutions for these supplemental purchases, but will submit each expenditure for BCC approval and follow with an all-inclusive supplemental resolution in Dec 2020

IV. IMPACTS OF A REGIONAL NATURE OR ON OTHER JURISDICTIONS (IDENTIFY ANY COMMUNICATIONS ON THIS ITEM):  
None
V. BACKGROUND INFORMATION:
The General Contractor for the airport expansion project, FCI, executed the competitive bid process and received three bids from two Vendors. Airport Seating Alliance (ASA) is the low bid from this process, and has also provided seating to YVRA. This seating matches our existing seats as to quality and design in other gates, which will enable YVRA to expand or replace seating elsewhere as needed.

YVRA has taken over this purchase from FCI because of their unfamiliarity with the product and due to the purchase will be funded by the airport (w/CARES Act funds) and not through the expected expansion project funding.

ASA manufactures this product overseas with an 8-10 week lead time which is why the airport would like to place this order this month to accommodate the winter travel season.

VI. LEGAL ISSUES:
None

VII. CONFLICTS OR ENVIRONMENTAL ISSUES:
None

VIII. SUMMARY AND OTHER OPTIONS:
Recommend the Board of County Commissioners approve the purchase of 133 terminal seats for the new gate at YVRA and authorize the County Manager to electronically sign the purchase order in the amount of $79,251.75 to Airport Seating Alliance.

IX. LIST OF ATTACHMENTS:
ASA Quote #6043 Dated 7/28/2020
Airport Seating Bid Tabulation
## YVRA Terminal Seating Bid Tabulation

<table>
<thead>
<tr>
<th>Company</th>
<th>Price</th>
<th>Notes</th>
</tr>
</thead>
<tbody>
<tr>
<td>Airport Seating Alliance</td>
<td>$79,251.75</td>
<td>Matches existing Terminal seating</td>
</tr>
<tr>
<td>ProSpace Option 1</td>
<td>$82,662.18</td>
<td>Grade A vinyl</td>
</tr>
<tr>
<td>ProSpace Option 2</td>
<td>$86,574.02</td>
<td>Grade C vinyl</td>
</tr>
</tbody>
</table>
### Name / Address
Yampa Valley Regional Airport  
11005 RCR 51A  
PO Box 1060  
Hayden, CO 81639  
Attn: Kevin Booth

<table>
<thead>
<tr>
<th>Date</th>
<th>Quote #</th>
</tr>
</thead>
<tbody>
<tr>
<td>7/28/2020</td>
<td>6043</td>
</tr>
</tbody>
</table>

**Airport Seating Alliance**  
Garavelli Enterprises  
65 Germantown Court  
Suite 406  
Cordova, TN 38018

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**Quote**

**Name / Address**
Yampa Valley Regional Airport  
11005 RCR 51A  
PO Box 1060  
Hayden, CO 81639  
Attn: Kevin Booth

**Date**
7/28/2020

**Quote #**
6043

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**Term**
50% deposit with P.O.

**FOB**
Project

**Project**
Yampa Valley Reg. Airport

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### Item
<table>
<thead>
<tr>
<th>Description</th>
<th>Qty</th>
<th>Rate</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>BUSINESS TO BUSINESS - FACTORY DIRECT ONLY - PRICING IN US DOLLARS (Rev 3) *with custom arm placement</td>
<td></td>
<td></td>
<td>0.00</td>
</tr>
<tr>
<td>PACIFICA: 2-seat unit, vinyl cushions, 3 arms, 2 legs, silver metallic finish.</td>
<td>1</td>
<td>855.00</td>
<td>855.00</td>
</tr>
<tr>
<td>PACIFICA: 5-seat unit, vinyl cushions; 6 arms, 3 legs, silver metallic finish.</td>
<td>11</td>
<td>2,046.00</td>
<td>22,506.00</td>
</tr>
<tr>
<td>PACIFICA: 4-seat unit, vinyl cushions, 5 arms, 2 legs, silver metallic finish.</td>
<td>19</td>
<td>1,540.00</td>
<td>29,260.00</td>
</tr>
<tr>
<td>PACIFICA Back-to-Back Connector, set of 2</td>
<td>14</td>
<td>48.00</td>
<td>672.00</td>
</tr>
<tr>
<td>POWER and GO Hubbell: 1 power module, includes 2 x standard receptacles, (2) x 5 amp USB, 1 mounting bracket, 10' power cord</td>
<td>61</td>
<td>345.00</td>
<td>21,045.00</td>
</tr>
<tr>
<td>PACIFICA: ARM: color silver metallic finish</td>
<td>35</td>
<td>52.00</td>
<td>1,820.00</td>
</tr>
<tr>
<td>INSTALLATION SERVICES: Installation or installation supervision will be quoted UPON REQUEST.</td>
<td>1</td>
<td>3,093.75</td>
<td>3,093.75</td>
</tr>
<tr>
<td>LTL FREIGHT: to door ONLY. Carton packed, palletized. No additional freight services have been quoted. Please request a re-quote for additional services such as lift gate, appointment, inside delivery, etc...</td>
<td>1</td>
<td>3,093.75</td>
<td>3,093.75</td>
</tr>
<tr>
<td>QUOTE IS VALID FOR 30 DAYS: Due to fluctuations in steel, aluminum, plastic and fuel prices, these prices are subject to change. PO must be received so raw materials can be purchased.</td>
<td>1</td>
<td>3,093.75</td>
<td>3,093.75</td>
</tr>
</tbody>
</table>

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### Specifications

**Total Seats:** 133  
**Seat:** perforated steel, color: metallic silver  
**Cushions:** commercial grade vinyl, color: Imperial Blue (US423)  
**Arms:** color: metallic silver  
**Frame:** color: metallic silver  
**Legs:** color: metallic silver, adjustable, non-skid glides  
**PACIFICA Warranty:** 5 Year Limited (POWER WARRANTY: 1 Year Limited)  
**Power:** 61 seat modules supplying power to 82 seats  
**Lead Time:** made to order, 8-10 weeks

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**Purchasing Signature**

**Federal, State or Local taxes not included. The customer is responsible for all taxes if any. Please supply Tax Free certificate or re-sale certificate.**

<table>
<thead>
<tr>
<th>Phone #</th>
<th>Fax #</th>
<th>E-mail</th>
<th>Web</th>
</tr>
</thead>
<tbody>
<tr>
<td>(901) 685-8263</td>
<td>(901) 683-6745</td>
<td><a href="mailto:sales@airportseatingalliance.com">sales@airportseatingalliance.com</a></td>
<td><a href="http://www.airportseatingalliance.com">www.airportseatingalliance.com</a></td>
</tr>
</tbody>
</table>
# Airport Seating Alliance

**Garavelli Enterprises**  
65 Germantown Court  
Suite 406  
Cordova, TN 38018

---

## Name/Address

Yampa Valley Regional Airport  
11005 RCR 51A  
PO Box 1060  
Hayden, CO 81639  
Attn: Kevin Booth

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## Quote Information

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</tbody>
</table>

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## Payment Options

- Company Check, MasterCard, Visa, American Express, or Domestic Wire Transfer (call 901-685-8263 for payment, ask for Gina)  
*NOTE: a 3% service fee is required for all credit card purchases.*

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## Quote Details

<table>
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<tr>
<th>Item</th>
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<th>Qty</th>
<th>Rate</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Quote is Valid for 30 Days 20/102 50% deposit with P.O. FOB Yampa Valley Reg. Airport</td>
<td></td>
<td></td>
<td>0.00</td>
</tr>
</tbody>
</table>

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## Total

$79,251.75

Seating is shipped KD ready for assembly. Assembly drawings and procedures are supplied. Installation or installation supervision will be quoted upon request. Federal, State or Local taxes not included. The customer is responsible for all taxes if any. Please supply Tax Free certificate or re-sale certificate.

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### Purchasing Signature

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### Phone #  
(901) 685-8263  
Fax #  
(901) 683-6745  
E-mail  
sales@airportseatingalliance.com  
Web  
www.airportseatingalliance.com