



ROUTT COUNTY BOARD OF COUNTY COMMISSIONERS
AGENDA COMMUNICATION FORM

ITEM DATE: March 19, 2019	ITEM TIME:

FROM:	J. Kennedy/S. Faulkner/R. DuBois/J. Nettles
TODAY'S DATE:	February 27, 2019
AGENDA TITLE:	CLEF Uninterruptible Power Supply (UPS) Waiver Request

CHECK ONE THAT APPLIES TO YOUR ITEM:
<input checked="" type="checkbox"/> ACTION ITEM
<input type="checkbox"/> DIRECTION
<input type="checkbox"/> INFORMATION

I. DESCRIBE THE REQUEST OR ISSUE:
 Consideration by the Board of County Commissioners to waive the formal purchasing process and approve the award and authorize the County Manager to electronically sign the purchase order to Challenge Technology, Inc. for the amount of \$42,732.00 for the UPS Project at the CLEF.

II. RECOMMENDED ACTION (motion):
 Motion to waive the formal purchasing process and approve the award and authorize the County Manager to electronically sign the purchase order to Challenge Technology, Inc. for the amount of \$42,732.00 for the UPS Project at the CLEF.

III. DESCRIBE FISCAL IMPACTS (VARIATION TO BUDGET):
PROPOSED REVENUE (if applicable): \$0CI
CURRENT BUDGETED AMOUNT: \$22,000.00
PROPOSED EXPENDITURE: \$42,732.00
FUNDING SOURCE: B&P Pool UPS 1016996 781045
SUPPLEMENTAL BUDGET NEEDED: YES NO \$20,732.00
Explanation: This project was budgeted by B&P on assumed equipment loads being similar to existing loads if not less. New UPS purchase for Dispatch was \$20,000 in 2017.

IV. IMPACTS OF A REGIONAL NATURE OR ON OTHER JURISDICTIONS (IDENTIFY ANY COMMUNICATIONS ON THIS ITEM):
 None



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V. BACKGROUND INFORMATION:

The UPS (Uninterruptible Power Supply) at the new Communication Center to be located in the CLEF building is a Design Build project, By Owner, and is to serve the Dispatch Center during a power outage until the building generator fires and takes over. As an Owner Item it was, therefore, excluded in the project plans for the new Communications Center. In early October 2018, as our equipment selections were being finalized, the County requested UPS design services from the project engineers. Preliminary design and pricing was completed and proposed in mid-December 2018. Upon review, it was determined that the design capacity far exceeded the County's needs and budget. Since that time, the County has worked with the project engineers to bring the scope of work down to include only essential equipment that is critical to keep running uninterrupted during a power failure until the generator fires the building.

Final design and UPS selection were completed in late February 2019. The cost has been brought down significantly and the system meets the essential and critical needs of the Communication Center during a power outage.

This purchase adheres to the purchasing policy and procedure as cited in the Routt County Purchasing manual 6th Edition, Section 3.3 "Waiver of the Formal Purchasing Process" as to the following criteria:

- A particular material, professional service or service is required in order to standardize or maintain standardization for the purpose of reducing financial investment or simplifying administration.
- Where the process may cause undue delay or hardship for a department.
- Waiver of the competitive process is found to be in the best interests of the County and its citizens.

VI. LEGAL ISSUES:

None

VII. CONFLICTS OR ENVIRONMENTAL ISSUES:

None

VIII. SUMMARY AND OTHER OPTIONS:

Recommendation for the Board of County Commissioners to waive the formal purchasing process and approve the award and authorize the County Manager to electronically sign the purchase order to Challenge Technology, Inc. for the amount of \$42,732.00 for the UPS Project at the CLEF.

IX. LIST OF ATTACHMENTS:

Challenge Technology, Inc. Proposal Dated February 26, 2019.