



ROUTT COUNTY BOARD OF COUNTY COMMISSIONERS
AGENDA COMMUNICATION FORM

ITEM DATE: September 10, 2019	ITEM TIME:

FROM:	J. Kennedy/K. Booth
TODAY'S DATE:	August 30, 2019
AGENDA TITLE:	RFP 649 YVRA Appraisal Services

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 award RFP 649 YVRA Appraisal Services and to authorize the County Manager to electronically sign the PO to ABS Consultancy, Inc. dba Airport Business Solutions for the not to exceed amount of \$18,500. We also request the BCC Chair sign the Professional Services Agreement for this project.

II. RECOMMENDED ACTION (motion):
 Motion by the Board of County Commissioners to award RFP 649 YVRA Appraisal Services and to authorize the County Manager to electronically sign the PO to ABS Consultancy, Inc. dba Airport Business Solutions for the not to exceed amount of \$18,500, and for the BCC Chair sign the Professional Services Agreement for this project.

III. DESCRIBE FISCAL IMPACTS (VARIATION TO BUDGET):
PROPOSED REVENUE (if applicable): NA
CURRENT BUDGETED AMOUNT: \$10,000
PROPOSED EXPENDITURE: \$18,500
FUNDING SOURCE: Professional Services 45050171 721450

SUPPLEMENTAL BUDGET NEEDED: YES ★ NO
This project may require a supplemental budget at the end of 2019.

IV. IMPACTS OF A REGIONAL NATURE OR ON OTHER JURISDICTIONS (IDENTIFY ANY COMMUNICATIONS ON THIS ITEM):



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V. BACKGROUND INFORMATION:

The Routt County Purchasing Agent sent out RFP 649 YVRA Appraisal Services for valuation studies to determine the market rent for airport properties being used for aeronautical purposes to 7 vendors and received 2 proposals. The results are below:

Company	Proposal	Comments
Airport Business Solutions	\$18,500	Includes T&E
Aviation Management Solutions	\$7500 - \$45,000	Proposal is a "range"; does not include T&E

We recommend ABS Consultancy, Inc. dba Airport Business Solutions as the most qualified proposal. This company also performed Appraisal Services for YVRA in the past and is familiar with the property and county.

VI. LEGAL ISSUES:

None

VII. CONFLICTS OR ENVIRONMENTAL ISSUES:

None

VIII. SUMMARY AND OTHER OPTIONS:

Recommendation for the Board of County Commissioners to award RFP 649 YVRA Appraisal Services and to authorize the County Manager to electronically sign the PO to ABS Consultancy, Inc. dba Airport Business Solutions for the not to exceed amount of \$18,500. We also recommend the BCC Chair sign the Professional Services Agreement for this project.

IX. LIST OF ATTACHMENTS:

RFP 649 Bid Tabulation, ABS, Consultancy, Inc. Quote, Professional Services Agreement