



# ROUTT COUNTY BOARD OF COUNTY COMMISSIONERS

## AGENDA COMMUNICATION FORM

<b>ITEM DATE:</b> October 19, 2021	<b>ITEM TIME:</b>
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<b>FROM:</b>	J. Kennedy/K. Booth
<b>TODAY'S DATE:</b>	October 11, 2021
<b>AGENDA TITLE:</b>	Mead & Hunt PSA Amendment 10 for YVRA On-Call Planning Consultant
<b>CHECK ONE THAT APPLIES TO YOUR ITEM:</b>	
<input checked="" type="checkbox"/> <b>X ACTION ITEM</b>	
<input type="checkbox"/> <b>DIRECTION</b>	
<input type="checkbox"/> <b>INFORMATION</b>	
<b>I. DESCRIBE THE REQUEST OR ISSUE:</b>	
Request the Board of County Commissioners approve and authorize the Chair to sign Amendment 10 of the Mead & Hunt Professional Services Agreement dated February 5, 2019, effective through December 31, 2024 to include the Airport On-Call Planning Consultant Services effective October 19, 2021.	
<b>II. RECOMMENDED ACTION (motion):</b>	
Motion by the Board of County Commissioners to approve and authorize the Chair to sign Amendment 10 of the Mead & Hunt Professional Services Agreement to add the Airport On-Call Planning Consultant Services effective October 19, 2021.	
<b>III. DESCRIBE FISCAL IMPACTS (VARIATION TO BUDGET):</b>	
<b>PROPOSED REVENUE (if applicable):</b> N/A	
<b>CURRENT BUDGETED AMOUNT:</b> \$	
<b>PROPOSED EXPENDITURE:</b> Project dependent; normally funded with AIP funds	
<b>FUNDING SOURCE:</b> Federal, State and Local AIP funding	
<b>SUPPLEMENTAL BUDGET NEEDED:</b> YES <input type="checkbox"/> NO <input checked="" type="checkbox"/>	
There may well be instances when Mead & Hunt will provide services to YVRA that are not AIP eligible and are funded from airport reserves. In these cases Mead & Hunt would provide YVRA with their fee schedule for review and approval prior to the start of the project.	
<b>IV. IMPACTS OF A REGIONAL NATURE OR ON OTHER JURISDICTIONS (IDENTIFY ANY COMMUNICATIONS ON THIS ITEM):</b>	
None	
<b>V. BACKGROUND INFORMATION:</b>	
The FAA required that YVRA solicit an on-call planner for projects that are grant funded. We sent the Request For Qualifications to 14 firms and received 2 Statement of Qualifications. The Airport Director and Assistant Director evaluated based on the criteria such as experience, years in business, and any legal issues, Mead & Hunt were selected as the best candidate for this project.	
After consulting with our legal department, the advice was to add this Amendment 10 to our current Mead & Hunt PSA.	
<b>VI. LEGAL ISSUES:</b>	
None	



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**VII. CONFLICTS OR ENVIRONMENTAL ISSUES:**

None

**VIII. SUMMARY AND OTHER OPTIONS:**

Recommend the Board of County Commissioners approve and authorize the Chair to sign Amendment 10 of the Mead & Hunt Professional Services Agreement to add the Airport On-Call Planning Consultant Services effective October 19, 2021.

**IX. LIST OF ATTACHMENTS:**

Mead & Hunt SOQ  
RFQu On-Call Planning Consultant SOW  
Mead & Hunt PSA Amendment 10  
Mead & Hunt PSA Amendment 10 page 1 with Attorney Stamp dated 10.11.21