



ROUTT COUNTY BOARD OF COUNTY COMMISSIONERS

AGENDA COMMUNICATION FORM

ITEM DATE: September 6, 2022	ITEM TIME:
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FROM:	J. Kennedy/K. Booth
TODAY'S DATE:	August 26, 2022
AGENDA TITLE:	RFP 771 YVRA Flight Information Display System (FIDS) Purchase

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

I. DESCRIBE THE REQUEST OR ISSUE:

Request the Board of County Commissioners approve the purchase, the Chair sign the Professional Services Agreement and authorize the County Manager to electronically sign the purchase order to Terminal Services International, Inc. (TSI) in the amount not to exceed \$29,514.

II. MOTION:

Motion by the Board of County Commissioners to approve the purchase, the Chair sign the Professional Services Agreement and authorize the County Manager to electronically sign the purchase order to Terminal Services International, Inc. in the amount not to exceed \$29,514.

III. DESCRIBE FISCAL IMPACTS (VARIATION TO BUDGET):

PROPOSED REVENUE *(if applicable):*

CURRENT BUDGETED AMOUNT: \$18,150***

PROPOSED EXPENDITURE: \$29,514

FUNDING SOURCE: The funding source org/object code is 45151577 720650 Terminal Contract Service Equipment R&M Contracts

**** This PSA is for the implementation of the software with three years of maintenance; the actual expense for 2022 is \$12,014. The subsequent annual maintenance fee of \$8,750 will be included in the budget requests for 2023 and 2024.*

SUPPLEMENTAL BUDGET NEEDED: YES NO

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

None



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V. BACKGROUND INFORMATION:

YVRA has a contract with a current FIDS supplier that is expiring September 30, 2022 that is limited in scope and the Airport decided to seek out a more robust solution moving forward.

Routt County Purchasing issued RFP 771 YVRA FIDS to 14 vendors, advertised in the Pilot and posted on the Routt County website. We received 9 proposals, of which 4 were selected for interviews. The evaluation committee has selected (TSI) as the best value, excellent references and their ability to meet the schedule required.

VI. LEGAL ISSUES:

None

VII. CONFLICTS OR ENVIRONMENTAL ISSUES:

None

VIII. SUMMARY AND OTHER OPTIONS:

Recommend the Board of County Commissioners approve the purchase, the Chair sign the Professional Services Agreement and authorize the County Manager to electronically sign the purchase order to Terminal Services International, Inc. in the amount not to exceed \$29,514.

IX. LIST OF ATTACHMENTS:

RFP 771 Bid Evaluation
TSI PSA Exhibit A – Proposal and Scope of Work