



# ROUTT COUNTY BOARD OF COUNTY COMMISSIONERS

## AGENDA COMMUNICATION FORM

<b>ITEM DATE:</b> June 7, 2022	<b>ITEM TIME:</b>
--------------------------------	-------------------

<b>FROM:</b>	J. Kennedy/K. Booth
<b>TODAY'S DATE:</b>	May 20, 2022
<b>AGENDA TITLE:</b>	YVRA Terminal Rooftop HVAC Replacement Approval
<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 the award, the chair sign the Notice of Award and authorize the County Manager to electronically sign the Purchase Order for the Routt County YVRA Terminal Rooftop HVAC Replacement to Hannah Mechanical, Inc. d/b/a Peak Services for an amount not to exceed \$112,300.	
<b>II. RECOMMENDED ACTION (motion):</b>	
Motion by the Board of County Commissioners to approve the award, the chair sign the Notice of Award and authorize the County Manager to electronically sign the Purchase Order for the Routt County YVRA Terminal Rooftop HVAC Replacement to Hannah Mechanical, Inc. d/b/a Peak Services for an amount not to exceed \$112,300.	
<b>III. DESCRIBE FISCAL IMPACTS (VARIATION TO BUDGET):</b>	
<b>PROPOSED REVENUE (if applicable):</b>	
<b>CURRENT BUDGETED AMOUNT: \$63,256 budgeted in 2020; rolled into YVRA reserves and not updated since 2020</b>	
<b>PROPOSED EXPENDITURE: \$112,300</b>	
<b>FUNDING SOURCE: YVRA reserves</b>	
<b>SUPPLEMENTAL BUDGET NEEDED: YES <input type="checkbox"/> NO <input type="checkbox"/></b>	
<b>IV. IMPACTS OF A REGIONAL NATURE OR ON OTHER JURISDICTIONS (IDENTIFY ANY COMMUNICATIONS ON THIS ITEM):</b>	
None	



# ROUTT COUNTY BOARD OF COUNTY COMMISSIONERS

## AGENDA COMMUNICATION FORM

### V. BACKGROUND INFORMATION:

The Routt County Purchasing Agent sent out RFP 728 YVRA Terminal Rooftop HVAC Replacement in May, 2021 to seven vendors and we did not receive any proposals. Early in, 2022, Peak Services submitted a bid to the County directly stating that in May of last year he was too busy with other projects to submit a proposal, but could get this started for an installation in Spring of 2022. The Project Manager, Kevin Booth, has worked through the proposal with Peak Services, and received a revised proposal on May 4, 2022.

While this response from the vendor is several months later than requested in the RFP, we are requesting that the project move forward with the sole proposal received to date in the best interest of the County.

### VI. LEGAL ISSUES:

None

### VII. CONFLICTS OR ENVIRONMENTAL ISSUES:

None

### VIII. SUMMARY AND OTHER OPTIONS:

Recommend the Board of County Commissioners approve the award, the chair sign the Notice of Award and authorize the County Manager to electronically sign the Purchase Order for the Routt County YVRA Terminal Rooftop HVAC Replacement to Hannah Mechanical, Inc. d/b/a Peak Services for an amount not to exceed \$112,300.

### IX. LIST OF ATTACHMENTS:

Peak Services Proposal dated 5.4.22  
Notice of Award to Hannah Mechanical, Inc. d/b/a/ Peak Services  
Routt County Construction Contract to Hannah Mechanical, Inc. d/b/a Peak Services