



ROUTT COUNTY BOARD OF COUNTY COMMISSIONERS

AGENDA COMMUNICATION FORM

ITEM DATE: September 13, 2022	ITEM TIME:
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FROM:	J. Kennedy/M. Mordi
TODAY'S DATE:	August 30, 2022
AGENDA TITLE:	Sole Source Minor Bridges Inspections Project Approval
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 award, the Chair sign the Professional Services Agreement and authorize the County Manager to electronically sign the Purchase Order to Engineering Operations LLC in the amount not to exceed \$37,126.21.	
II. MOTION:	
Motion by the Board of County Commissioners to approve the award, the Chair sign the Professional Services Agreement and authorize the County Manager to electronically sign the Purchase Order to Engineering Operations LLC in the amount not to exceed \$37,126.21.	
III. DESCRIBE FISCAL IMPACTS (VARIATION TO BUDGET):	
PROPOSED REVENUE <i>(if applicable):</i>	
CURRENT BUDGETED AMOUNT: \$40,000	
PROPOSED EXPENDITURE: \$37,126.21	
FUNDING SOURCE: R&B Minor Bridges Inspection	
SUPPLEMENTAL BUDGET NEEDED: YES <input type="checkbox"/> NO <input checked="" type="checkbox"/>	
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 Road and Bridge Director contacted Engineering Operations LLC for updated Minor Bridges Inspection; the last time these bridges were inspected was 2012. The firm will be in the County for other CDOT managed bridges scheduled for inspection, so the County can reduce expenses by eliminating mobilization fees that would normally be associated with this project, while obtaining the services of a CDOT certified inspectors and reports.

We feel this meets the sole source justification as stated in the Purchasing Manual 6th Edition:

- 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:

Recommend the Board of County Commissioners approve the award, the Chair sign the Professional Services Agreement and authorize the County Manager to electronically sign the Purchase Order to Engineering Operations LLC in the amount not to exceed \$37,126.21.

IX. LIST OF ATTACHMENTS:

PSA Exhibit A: SOW
PSA Exhibit B: Cost Estimate