



BOARD OF COMMISSIONERS

AGENDA REQUEST & STAFF REPORT

MEETING DATE: December 8, 2021

SUBJECT: Notice of Intent to Award Contract to PlanB Consultancy for Owner's Representative Services

RECOMMENDED MOTION:

Move approval of Document No. 2021-980 Notice of Intent to Award Contract to PlanB Consultancy for Owner's Representative Services.

BACKGROUND AND POLICY IMPLICATIONS:

PlanB Consultancy to provide complete owner's representation and project management services for project development and construction of the Deschutes County Courthouse Expansion project, a planned +/- 40,000 SF addition. Scope of services to include but are not limited to: project schedule development, budget creation and cost control, stakeholder and public communication and engagement, risk assessment, RFP development and coordination for Architect/Engineer and Construction Manager/General Contractor. Services will also include constructability reviews, cost estimation and analysis, construction administration, review of construction and permitting documents, and review of pay applications for both design and construction.

A publicly advertised qualifications-based procurement process was utilized per ORS 279C. Five firms with offices in Oregon submitted written proposals. The selection panel was comprised of (2) members of the Facility Project Review Committee, (2) Facilities Department staff members, and one representative from the Deschutes County Circuit Court. Based on written proposals, the panel selected two finalists to participate in formal interviews. Based on the interview process, PlanB Consultancy was selected to proceed to the negotiation phase.

BUDGET IMPACTS:

At the end of the protest period the County will begin negotiations with PlanB Consultancy and subsequently enter into a services contract.

ATTENDANCE:

Dan Hopper, Facilities Project Manager

Lee Randall, Facilities Director