

DESCHUTES COUNTY DOCUMENT SUMMARY

(NOTE: This form is required to be submitted with ALL contracts and other agreements, regardless of whether the document is to be on a Board agenda or can be signed by the County Administrator or Department Director. If the document is to be on a Board agenda, the Agenda Request Form is also required. If this form is not included with the document, the document will be returned to the Department. Please submit documents to the Board Secretary for tracking purposes, and not directly to Legal Counsel, the County Administrator or the Commissioners. In addition to submitting this form with your documents, please submit this form electronically to the Board Secretary.)

Please complete all sections **above** the Official Review line.

Date: February 1, 2023

Department: Facilities

Contractor/Supplier/Consultant Name: Skanska USA Building Inc.

Contractor Contact: Chad Young

Contractor Phone #: 541-233-6292

Type of Document: Change Order

Goods and/or Services: Construction Services

Background & History:

Skanska USA Building to provide all materials and services to convert an existing dormitory in the Sheriff's Office Work Center to a staff Wellness Area to include a fitness room, training office, storage closets, two new restrooms with showers, reconfigured inmate restroom in adjacent dormitory, new secure egress hallway in detention area, reconfigured staff entrance, detention exercise yard fencing, and all other improvements per plans and specifications prepared by BLRB Architects dated 10/11/2022.

Additionally, upgrades to low voltage data and security camera cabling for the Work Center were budgeted separately by the Sheriff's Office and are included in the proposal to be performed concurrently with the remodel work. Separately budgeted work also includes replacement of the existing HVAC equipment which has reached the end of it's serviceable life.

The project is budgeted in Campus Improvement Fund 463 for FY 2023 and funded by a transfer from Sheriff's Office Fund 255.

Agreement Starting Date: December 21, 2022 **Ending Date:** June 30, 2022

Annual Value or Total Payment: \$717,762

Insurance Certificate Received (check box)

Insurance Expiration Date: _____

Check all that apply:

RFP, Solicitation or Bid Process

Informal quotes (<\$150K)

Exempt from RFP, Solicitation or Bid Process (specify – see DCC §2.37)

Funding Source: (Included in current budget? Yes No

If **No**, has budget amendment been submitted? Yes No

Is this a Grant Agreement providing revenue to the County? Yes No

Special conditions attached to this grant: N/A

Deadlines for reporting to the grantor: N/A

If a new FTE will be hired with grant funds, confirm that Personnel has been notified that it is a grant-funded position so that this will be noted in the offer letter: N/A

Contact information for the person responsible for grant compliance: N/A

Departmental Contact and Title: Lee Randall, Director **Phone #:** 541-617-4711

Department Director Approval: _____
Signature Date

Distribution of Document: Please return all documents to the Facilities Department.

Official Review:

County Signature Required (check one):

BOCC if >\$150K

Administrator (if >\$25K but <\$150K)

Department Director (if <\$25K)

Legal Review _____ Date _____

Document Number 2023-130