

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: March 24, 2022

Department: Facilities

Contractor/Supplier/Consultant Name: LRS Architects

Contractor Contact: Mike Gorman **Contractor Phone #:** 541-668-9550

Type of Document: Notice of Intent to Award

Goods and/or Services: Design services

Background & History:

LRS Architects, to provide complete design services for the expansion of the Deschutes County Courthouse. Design scope of work for building remodel includes architecture, interiors, mechanical, electrical, plumbing, structural engineering, and civil engineering and landscape design for site improvements. LRS Architects to provide all required permit application documents for City of Bend building permit process and provide construction administration services through certificate of occupancy. This project is budgeted in Campus Improvements Fund 463 for FY 2023.

Agreement Starting Date: TBD **Ending Date:** TBD

Annual Value or Total Payment: \$ N/A

X Insurance Certificate Received (check box) N/A
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)

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

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

Department Director Approval: _____
Signature Date

Distribution of Document: Who gets the original document and/or copies after it has been signed? Include complete information if the document is to be mailed.

Official Review:

County Signature Required (check one): BOCC Department Director (if <\$25K)

Administrator (if >\$25K but <\$150K; if >\$150K, BOCC Order No. _____)

Legal Review _____ Date _____

Document Number 2022-312