

## **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:** June 14, 2023

**Department:** Facilities

**Contractor/Supplier/Consultant Name:** SunWest Builders

**Contractor Contact:** Steve Buettner

**Contractor Phone #:** 541-548-7341

**Type of Document:** Change Order to CM/GC contract

**Goods and/or Services:** Construction Manager/General Contractor Services

### **Background & History:**

In December of 2022, the Board of County Commissioners approved a second Guaranteed Maximum Price (GMP) amendment to the contract with SunWest Builders (SWB) to provide Construction Manager/General Contractor services for the North County Campus. The second amendment added the cost of 236 Kingwood to the previously approved 244 Kingwood remodel. The combined cost of two buildings and associated site work is \$5,586,126.

Subsequently, 1,874 SF of former leased space became available in the 244 Kingwood building. Design of the new space and permitting are now complete and a change order has been prepared to remodel the additional square footage for \$498,966.

Deschutes County Behavioral Health will utilize the additional area for the Intensive Youth Services program. It includes two restrooms, laundry facilities, two treatment rooms, eight offices, and an open concept "Drop" space for clients. The remodel work will connect the former leased space with the remainder of the building. The scope of work also includes accessibility upgrades, new HVAC equipment and controls, doors and finishes to match the rest of the building, and access controls to separate public areas from staff areas.

This portion of the project is being funded through Campus Improvements Fund 463 in FY 23 and FY 24 through a transfer from Health Services.

**Agreement Starting Date:** February 28, 2022    **Ending Date:** June 30, 2023

**Annual Value or Total Payment:** \$498,966

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X Insurance Certificate Received (check box)  
Insurance Expiration Date: 10/01/2023

Check all that apply:

6/7/2023

- RFP, Solicitation or Bid Process
- Informal quotes (<\$150K)
- X Exempt from RFP, Solicitation or Bid Process (specify – see DCC §2.37)  
***Change Order to existing contract***

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**Funding Source:** (Included in current budget? X 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.

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**Official Review:**

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

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

Legal Review \_\_\_\_\_ Date \_\_\_\_\_

**Document Number:** 2023-592