



AGENDA REQUEST & STAFF REPORT

MEETING DATE: January 24, 2024

SUBJECT: Approval of Document No. 2024-077, a Notice of Intent to Award a contract for the Deschutes County Road Department HVAC Replacement Project

RECOMMENDED MOTION:

Move approval of Board Chair signature of Document No. 2024-077.

BACKGROUND AND POLICY IMPLICATIONS:

Deschutes County Facilities Department prepared bid solicitation documents for the Deschutes County Road Department HVAC Replacement project. The project scope includes the removal, disposal, and installation of the HVAC equipment and associated controls at the Deschutes County Road Department Administration building which has reached the end of its serviceable life. The project was advertised in the *Daily Journal of Commerce* and posted on the *Deschutes County website* on December 18, 2023, through December 25, 2023. The Department reviewed the bids on January 11, 2024 at 2:00 PM.

Ten contractors attended the mandatory pre-bid site visit. One bid was received for this project. The bid result is as follows:

<u>BIDDER</u>	<u>TOTAL BID AMOUNT</u>
Alliant Systems	\$304,227.00

This action issues a Notice of Intent to Award the contract to the apparent low bidder, Alliant Systems, and allows seven days for concerned parties to protest the award. If there is no protest within the seven-day period, the contract will be awarded to the apparent low bidder.

BUDGET IMPACTS:

The project cost has been identified as part of the FY 2024 Road Department capital maintenance plan.

ATTENDANCE:

Brent Harding, Facilities Project Coordinator
Lee Randall, Facilities Director