

2022 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: May 4, 2022

Department: Facilities

Contractor/Supplier/Consultant Name: Pence Contractors LLC

Contractor Contact: John Williamson **Contractor Phone #:** 541-323-3393

Type of Document: Notice of Intent to Award

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

Background & History:

The Facilities Department conducted a publicly advertised solicitation for CM/GC services for the Courthouse Expansion project. Pence Contractors was the highest scoring proposer. Pence will provide pre-construction services which include but are not limited to: cost estimates, constructability reviews, project schedule development and analysis, site investigations, logistics planning, and development of the Guaranteed Maximum Price (GMP).

The approval of the Notice of Intent to Award contract will initiate a 7 day protest period after which the County will enter into a contract with Pence Contractors for CM/GC services. This portion of the project is budgeted in Campus Improvements Fund 463 for FY 22 and is proposed for FY 23.

Agreement Starting Date: N/A

Ending Date: N/A

Annual Value or Total Payment: N/A

Insurance Certificate Received (check box) N/A

Insurance Expiration Date: _____

Check all that apply:

X 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

