

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 29, 2023

Department: Facilities

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

Contractor Contact: Joe Schneider **Contractor Phone #:** 541-948-2005

Type of Document: Notice of Intent to Award for Juvenile Justice Remodel

Goods and/or Services: Construction Services

Background & History:

Skanska USA Building, Inc. to provide all materials and services for the remodel of the Juvenile Community Justice Center per plans and specs prepared by Pinnacle Architecture dated 11/08/22.

The project was identified as a near term priority as part of the 2018 Public Safety Campus Master Plan. It will create two offices, a conference room, storage space, and update an existing meeting area. A publicly advertised RFP process was conducted. Eight general contractors attended a mandatory pre-bid meeting and two contractors provided bids:

- Skanska: Base Bid—\$306,745
- O'Brien & Co.: Base Bid--\$467,414

The project is budgeted in Fund 463 for FY 23.

Agreement Starting Date: April 10, 2023

Ending Date: October 30, 2023

Annual Value or Total Payment: N/A

Insurance Certificate Received (check box)

Insurance Expiration Date: _____ N/A _____

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? X 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 W. Randall **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):

X BOCC if >\$150K

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

Department Director (if <\$25K)

Legal Review _____ Date _____

Document Number 2023-316