



BOARD OF COMMISSIONERS

AGENDA REQUEST & STAFF REPORT

MEETING DATE: January 12, 2022

SUBJECT: SunWest Builders Contract for remodel of the Facilities/IT Warehouse

RECOMMENDED MOTION:

Move approval of County Administrator signature of not-to-exceed contract in the amount of \$289,397 with SunWest Builders for remodel of the Facilities/IT Warehouse.

BACKGROUND AND POLICY IMPLICATIONS:

In October of 2019, the Facilities Department conducted a competitive procurement through an informal process for remodel of the Facilities and Property Management portion of the Facilities/IT Warehouse. The project was delayed due to a discrepancy between City of Bend records and County Facilities Department records which resulted in an assessment of approximately \$60,000 in City of Bend System Development Charges (SDC). After a prolonged appeal, the issue was resolved through the discovery of documents in the City's archives which corroborated the County's position. Associated charges have been reduced to approximately \$6,000 allowing the project to proceed after a significant delay.

The delay did result in increased material and labor costs which are captured in the revised cost proposal from SunWest Builders. By expanding into open warehouse space, the scope of work will result in a net gain of (3) offices, custodial staff space, shared Property Management/Facilities conference room, larger office copy, storage, and circulation areas, large structural mezzanine storage for both Archives and Facilities, and increased office space for Property Management. Additional remodel work is being performed and managed by Facilities Department staff which will add (3) restrooms to meet current code requirements and to better meet the needs of all departments in the building: Information Technology, Property Management, Facilities Department, and Clerk's Office archives.

BUDGET IMPACTS:

If approved, the County will enter into a not-to-exceed Time & Materials contract with SunWest Builders of Redmond, Oregon for \$289,398. The project will span FY 2022 and FY 2023 with funds currently allocated in the General County Projects Fund 070 for FY 2022.

ATTENDANCE:

Lee Randall and Josh Clawson