

RESOLUTION 2024-092
OF THE COUNCIL OF THE CITY OF FORT COLLINS
APPROVING AN EXCEPTION TO THE COMPETITIVE PURCHASING
PROCESS TO PROCURE PROFESSIONAL SERVICES FROM
HEALTHY DEMOCRACY FUND RELATED TO A CIVIC ASSEMBLY
PROCESS FOR THE HUGHES MASTER PLAN

A. Section 8-161(d)(1)a of the City Code authorizes the Purchasing Agent to negotiate for services without using a competitive process where the Purchasing Agent determines there exists only one responsible source for the services.

B. The City requires the services of a consultant to administer a civic assembly engagement process to help develop the site plan for the Hughes stadium property. Healthy Democracy Fund is the only consultant available to perform these services. Healthy Democracy Fund is a unique nonpartisan, nonprofit organization in the United States that works with local governments to design, coordinate and implement civic assemblies through a lottery selected panel.

C. The Purchasing Agent has determined that Healthy Democracy Fund is the only responsible source to administer a civic assembly engagement process to help develop the site plan for the Hughes stadium property.

D. The cost to procure these services is expected to be \$150,000, however, the City is seeking grant funds to augment the services Healthy Democracy Fund is providing to the City, which may increase the total cost of the procurement up to \$250,000.

E. The Purchasing Agent and other City staff recommend the adoption of this Resolution.

F. The Purchasing Agent has submitted the requisite justification to the City Manager for approval and the City Manager has reviewed and approved this justification.

G. Section 8-161(d)(3) of the City Code requires prior approval of this purchase as it exceeds \$200,000.

In light of the foregoing recitals, which the Council hereby makes and adopts as determinations and findings, BE IT RESOLVED BY THE COUNCIL OF THE CITY OF FORT COLLINS that the City Council hereby authorizes the Purchasing Agent to negotiate and enter into an agreement with Healthy Democracy Fund for up to five years for professional services in connection with the conduct of a civic assembly process for the Hughes Master Plan, and further approves this action as an exception to the City's competitive purchasing process requirements, for the reasons set forth herein.

Passed and adopted on July 16, 2024.

Mayor

ATTEST:

City Clerk

Effective Date: July 16, 2024

Approving Attorney: Carrie Daggett