



## PUBLIC HEARING AGENDA ITEM

<b>DATE OF PUBLIC HEARING:</b> October 25, 2016
<b>SUBJECT:</b> Assessor Office Remodel
<b>FROM:</b> Todd Leopold, County Manager; Bryan Ostler, Interim Deputy County Manager; Benjamin Dahlman, Finance Director; Kim Roland, Purchasing Manager
<b>AGENCY/DEPARTMENT:</b> Facility Planning and Operations
<b>HEARD AT STUDY SESSION ON:</b> N/A
<b>AUTHORIZATION TO MOVE FORWARD:</b> <input type="checkbox"/> YES <input type="checkbox"/> NO
<b>RECOMMENDED ACTION:</b> That the Board of County Commissioners approves a proposal award to Mark Young Construction for remodeling services in the Assessor's Office.

### **BACKGROUND:**

Currently the Assessor's offices on the second floor are not set up to match the existing floors in the Government Center. A remodel is necessary to provide uniformity of the existing offices and to provide a collaborative working environment for the employees located in the Assessor's Office.

A formal Request for Proposal was posted on the Rocky Mountain E-Purchasing System (RMEPS). Proposals were opened on September 2, 2016, to consider firms to provide remodeling services for the Assessor's Office. Four firms submitted proposals.

The proposals were reviewed by the evaluation team. Based on the evaluations, proposed price, and references, the evaluation committee recommends that Mark Young Construction be awarded the agreement for remodeling offices for the Assessor in the not to exceed amount of \$141,606.00.

### **AGENCIES, DEPARTMENTS OR OTHER OFFICES INVOLVED:**

Facility Planning and Operations  
Assessor's Office

**ATTACHED DOCUMENTS:**

Resolution  
Evaluation Summaries

**FISCAL IMPACT:**

Please check if there is no fiscal impact ☐. If there is fiscal impact, please fully complete the section below.

**Fund: 4****Cost Center: 3098.9055**

	Object Account	Subledger	Amount
Current Budgeted Revenue:			
Additional Revenue not included in Current Budget:			
<b>Total Revenues:</b>			

	Object Account	Subledger	Amount
Current Budgeted Operating Expenditure:			
Add'l Operating Expenditure not included in Current Budget:			
Current Budgeted Capital Expenditure:	9055	30981602	\$152,000
Add'l Capital Expenditure not included in Current Budget:			
<b>Total Expenditures:</b>			<u>152,00.00</u>

New FTEs requested: ☐ YES ☒ NO

Future Amendment Needed: ☐ YES ☐ NO

**Additional Note:**