



PUBLIC HEARING AGENDA ITEM

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| DATE OF PUBLIC HEARING: May 30, 2017 |
| SUBJECT: Local Financing Study Consultant Services |
| FROM: Raymond H. Gonzales, Interim County Manager Patti Duncan, Interim Deputy County Manager Benjamin Dahlman, Finance Director Abel Montoya, Long Range Strategic Planning Director Kim Roland, Procurement and Contracts Manager |
| AGENCY/DEPARTMENT: Finance Department, Long Range Strategic Planning Department |
| HEARD AT STUDY SESSION ON: October 21, 2016; November 22, 2016 |
| AUTHORIZATION TO MOVE FORWARD: <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO |
| RECOMMENDED ACTION: That the Board of County Commissioners approves the proposal award with Economic & Planning Systems (EPS) for Local Financing Study Consultant Services. |

BACKGROUND:

The Local Financing Study was identified as a Top 10 project identified in the Making Connections in Southwest Adams County Planning and Implementation Plan (Making Connections) which was adopted by the Adams County Planning Commission on October 27, 2016, and ratified by the Board of County Commissioners on December 6, 2016. Through robust and sustained public and stakeholder input, the Making Connections Plan identified a Top 40 and a Top 10 list of priority projects from an overall list of 188 projects identified by 85 previously developed plans for the southwest area of the county.

While the Top 10 projects are not identified in priority order in Making Connections, the Local Financing Study is a critical first step for plan implementation as it will identify how to strategically and creatively fund the Top 10 and Top 40 Projects identified by the plan, and other needs county-wide.

Making Connections Top 10 Project List:

1. Local Financing Study
2. Plans to Projects Program
3. Complete Streets Policy and Standards
4. Sidewalk Program
5. Parks and Trails Improvements
6. Affordable Housing Strategy
7. The Sheridan Connection
8. The Federal Connection
9. The Clear Creek Connection
10. The Welby Connection

Following study sessions on October 21, 2016 and November 22, 2016, funding in the amount of \$125,000 was approved for the Local Financing Study in the fourth amendment to the 2016 budget on December 6, 2016. The budget was carried over into 2017.

Local Financing Study Scope

The intent of the Local Financing Study is to develop a creative and strategic approach to funding necessary and desired projects and operations for the Adams County community across departments, project types, geographies and disciplines. As such, the technical advisory team will require representation from the following departments, as well as other county-wide stakeholders: Finance, Long Range Strategic Planning, Transportation, Facilities, Community and Economic Development, Parks and Open Space, County Manager's Office, and others.

The aim of the Study is to consider all of the funding tools available to county governments for new infrastructure projects, while maintaining existing infrastructure investments within the constraints of existing and future operating and capital obligations. The strategic plan element of the Study shall include an analysis matrix that evaluates the return on investment for projects and programs in terms of cost savings and tax generation in addition to other return on investment considerations (including, but not limited to, quality of life metrics such as health, equity and environmental benefits). The Study will also make clear the applicability of various financing strategies for different project types. The Study will also identify operation and maintenance costs associated with new projects and programs, and the opportunity costs and benefits of various funding scenarios.

Within the scope of the Study shall be an evaluation of the County's current financial health, existing debt service, available debt service, and financial obligations and opportunities that might compete with the ability to fund new infrastructure. This includes, but is not limited to, existing and future obligations, desired and proposed capital facilities, and maintenance and operations, among others. Analysis of revenue options and trends that may be used to finance projects will be addressed in the study.

Various County plans will inform the Local Financing Study, including, but not limited to:

- The Making Connections Plan
- The County's Facilities Master Plan
- The County's Regional Park Master Plan
- The Front Range Airport Layout Plan (ALP)
- The County's Comprehensive Plan including the Transportation Plan, the Parks and Open Space Plan, and sub-area plans
- The Stormwater Master Plan
- Adams County Fiscal Impact Model for Development
- The County's Capital Improvement Plan
- Others

The Study will have three primary goals and required work products components:

1. The Study will develop a list of available and potential tools for financing projects.
2. The Study will help the County build multiple scenarios for financing new infrastructure projects with the constraints of existing and anticipated financial obligations, including an analysis of how spending aligns with the County's Strategic Plan.
3. The Study will provide a strategic implementation plan that outlines a set of recommended funding strategies. The strategic plan component recommendations will be broken down by an implementation timeline to include immediate, midterm and long-range (2045+) elements.

The project will be managed by Adams County Long Range Strategic Planning Department and the Finance Department.

Request for Proposals (RFP) Process:

Co-Project Managers Abel Montoya, Director of Long Range Strategic Planning, and Ben Dahlman, Director of Finance, worked with representatives from numerous Adams County departments in late 2016 and early 2017 to develop the RFP scope for the Local Financing Study. The RFP development committee met with representatives from Parks and Open Space, Sustainability, Transportation, Facilities, Customer Experience, Public Information Office, Finance, Long Range Strategic Planning, Community and Economic Development, the County Manager's Office, and others.

The RFP solicitation for the Local Financing Study was posted on the Rocky Mountain E-Purchasing System on March 16, 2017. Three (3) proposals were submitted: Economic & Planning Systems (EPS); Ehlers; and CB&I. All proposals were evaluated on the following criteria:

Evaluation Factors: (out of 120 points possible)

Team Qualifications (25 points)

Ability to Meet Schedule (10 points)

Project Approach (20 points)

Experience (25 points)

Understanding of Adams County (10 points)

Communication with Public (10 points)

Cost (20 points)

After a thorough evaluation, the selection committee determined that EPS, was the highest scoring firm, presenting the most responsive proposal in terms of qualifications and experience, ability to meet the study schedule, project approach, and understanding of the study and ability to deliver the study as envisioned.

The final scores were as follows:

| Offeror: | Average Evaluation Scores: |
|-----------------|-----------------------------------|
| EPS | 105.28 |
| Ehlers | 87.57 |
| CB&I | 89.42 |

Two costs for the Local Financing Study were evaluated for each of the three firms; the first cost included only the main study, and the second included an optional a public survey of potential project and funding packages in addition to the study. The selection committee concurred that the addition of a public survey may follow the final Local Financing Study, but would remain separate from the Study itself. As such, all three firms were evaluated based upon costs for only the Study itself. The Local Financing Study project costs as presented by each firm are below:

| Offeror: | Cost for Local Financing Study: | Cost for Study + Public Survey |
|-----------------|--|---------------------------------------|
| EPS | \$109,380 | \$118,160 |
| Ehlers | \$97,068 | \$125,068 |
| CB&I | \$112,000 | \$160,000 |

While the project cost for the Local Financing Study as presented by Ehlers is slightly lower than EPS (by \$12,312), the proposal was more aligned with financial advisement services. As the County already contracts the services of a professional financial advisor, additional services would be redundant.

The project management believes EPS' fees are fair and responsible for the scope of services. The selection committee noted that EPS will hire the Making Connections project consultant, Wilson and Co., as a subconsultant for approximately 15% of the total Local Financing Study project costs. The addition of Wilson and Co. will assist EPS in understanding the local infrastructure and project needs, citizen priorities, county policies and structures, and key stakeholders to successfully deliver a Local Financing Study for Adams County. Additionally, the selection committee noted EPS presented the most relevant and representative project experience in terms of developing robust fiscal analysis tools, scenario planning, and comprehensive plan development and implementation. The review committee believes EPS will deliver a better product than the other proposers due to the experience and expertise EPS has in delivering projects of this nature, and because of their advanced understanding of Adams County.

Purchasing is in agreement with the award recommendation to EPS in the amount of \$109,380.

AGENCIES, DEPARTMENTS OR OTHER OFFICES INVOLVED:

Finance Department
Long Range Strategic Planning Department
Parks and Open Space Department
Transportation Department
Facilities Department
Community and Economic Development

ATTACHED DOCUMENTS:

Resolution
Evaluation Summary

FISCAL IMPACT:

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

Fund: 00001**Cost Center:** 1014

| | Object Account | Subledger | Amount |
|--|-------------------|-----------|--------|
| Current Budgeted Revenue: | | | |
| Additional Revenue not included in Current Budget: | | | |
| Total Revenues: | | | |

| | Object Account | Subledger | Amount |
|---|-------------------|-----------|-----------|
| Current Budgeted Operating Expenditure: | 7685 | 10141602 | \$125,000 |
| Add'l Operating Expenditure not included in Current Budget: | | | |
| Current Budgeted Capital Expenditure: | | | |
| Add'l Capital Expenditure not included in Current Budget: | | | |
| Total Expenditures: | | | \$125,000 |

New FTEs requested: ☐ YES ☒ NO

Future Amendment Needed: ☐ YES ☒ NO

Additional Note: