

# ROUTT COUNTY BOARD OF COUNTY COMMISSIONERS

Timothy V. Corrigan  
District I

Douglas B. Monger  
District II

M. Elizabeth Melton  
District III

## Work Session

August 3, 2020

Times listed on the agenda are approximations and may be longer or shorter, or being earlier than scheduled, with no notice. Agendas are subject to change 24 hours before the meeting start time. To ensure you have the most up-to-date information, please check the agenda after 24 hours of its start time.

If you are joining the meeting for a specific item, please join 10 minutes before the item to ensure you are present for the beginning of the item.

Please click the link below to join the webinar:

<https://us02web.zoom.us/j/85106670945?pwd=UXZZSGx1Q01Mc0s2ckIGVk13Qld5UT09>

Password: 522

Or Telephone:

Dial(for higher quality, dial a number based on your current location):

US: +1 253 215 8782 or +1 346 248 7799 or +1 669 900 6833 or +1 301 715 8592  
or +1 312 626 6799 or +1 929 205 6099  
Webinar ID: 851 0667 0945  
Password: 522

*The Routt County Board of Health or Board of Commissioners may enter executive session pursuant to C.R.S. 24-6-402(4)(b) to receive legal advice related to specific legal questions concerning Routt County's COVID-19 response.*

- 1. 9:30 A.M. COUNTY MANAGER UPDATE**  
Mark Collins, Interim County Manager

The Routt County Board of County Commissioners may enter executive session pursuant to C.R.S. 24-6-402(4)(b) to receive legal advice related to specific legal questions concerning Routt County's COVID-19 response.

- 2. 10:15 A.M. LEGAL**  
Erick Knaus, County Attorney

The Routt County Board of County Commissioners may enter executive session pursuant to C.R.S. 24-6-402(4)(b) to receive legal advice related to specific legal questions concerning Routt County's COVID-19 response.

- 3. 11:00 A.M. PURCHASING**

Julie Kennedy, Purchasing Agent

**A. YAMPA VALLEY REGIONAL AIRPORT TERMINAL SEATING PURCHASE**

Consideration for approval of the purchase of 133 terminal seats for the new gate at YVRA and authorization for the County Manager to electronically sign the purchase order in the amount of \$79,251.75 to Airport Seating Alliance.

Documents:

[YVRA TERMINAL SEATING PURCHASE BCC AGENDA COMMUNICATION FORM.PDF](#)  
[YVRA TERMINAL SEATING BID TABULATION.PDF](#)  
[ASA QUOTE 6043 7.28.20.PDF](#)

**4. 11:10 A.M. COVID-19 WORK SESSION**

The Commissioners will address critical items for regular county and emergency operations related to the COVID-19 pandemic. Action may be taken and direction to staff may be given in relation to any of these items.

The Routt County Board of County Commissioners may enter executive session pursuant to C.R.S. 24-6-402(4)(b) to receive legal advice related to specific legal questions concerning Routt County's COVID-19 response.

**5. 12:00 P.M. MEETING ADJOURNED**

Please click the link below to join the webinar:

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**ROUTT COUNTY BOARD OF COUNTY COMMISSIONERS**  
**AGENDA COMMUNICATION FORM**

<b>ITEM DATE: August 3, 2020</b>	<b>ITEM TIME:</b>
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<b>FROM:</b>	J. Kennedy/K. Booth/T. Gerber
<b>TODAY'S DATE:</b>	July 29, 2020
<b>AGENDA TITLE:</b>	YVRA Terminal Seating Purchase
<b>CHECK ONE THAT APPLIES TO YOUR ITEM:</b>	
<input checked="" type="checkbox"/> <b>X ACTION ITEM</b>	
<input type="checkbox"/> <b>DIRECTION</b>	
<input type="checkbox"/> <b>INFORMATION</b>	
<b>I. DESCRIBE THE REQUEST OR ISSUE:</b>	
Request the Board of County Commissioners approve the purchase of 133 terminal seats for the new gate at YVRA and authorize the County Manager to electronically sign the purchase order in the amount of \$79,251.75 to Airport Seating Alliance.	
<b>II. RECOMMENDED ACTION (motion):</b>	
Motion by the Board of County Commissioners to approve the purchase of 133 terminal seats for the new gate at YVRA and authorize the County Manager to electronically sign the purchase order in the amount of \$79,251.75 to Airport Seating Alliance.	
<b>III. DESCRIBE FISCAL IMPACTS (VARIATION TO BUDGET):</b>	
<b>PROPOSED REVENUE (if applicable):</b>	
<b>CURRENT BUDGETED AMOUNT: \$50,000</b>	
<b>PROPOSED EXPENDITURE: \$79,251.75 ***</b>	
<b>FUNDING SOURCE: Terminal Expansion Project 45159881 801141</b>	
<b>SUPPLEMENTAL BUDGET NEEDED: YES X NO <input type="checkbox"/></b>	
****\$50,000 is budgeted for furniture, fixtures and equipment (FF&E; i.e. gate seating)	
<i>Accounting confirmed that there will not be individual resolutions for these supplemental purchases, but will submit each expenditure for BCC approval and follow with an all-inclusive supplemental resolution in Dec 2020</i>	
<b>IV. IMPACTS OF A REGIONAL NATURE OR ON OTHER JURISDICTIONS (IDENTIFY ANY COMMUNICATIONS ON THIS ITEM):</b>	
None	



# ROUTT COUNTY BOARD OF COUNTY COMMISSIONERS

## AGENDA COMMUNICATION FORM

### V. BACKGROUND INFORMATION:

The General Contractor for the airport expansion project, FCI, executed the competitive bid process and received three bids from two Vendors. Airport Seating Alliance (ASA) is the low bid from this process, and has also provided seating to YVRA. This seating matches our existing seats as to quality and design in other gates, which will enable YVRA to expand or replace seating elsewhere as needed.

YVRA has taken over this purchase from FCI because of their unfamiliarity with the product and due to the purchase will be funded by the airport (w/CARES Act funds) and not through the expected expansion project funding.

ASA manufactures this product overseas with an 8-10 week lead time which is why the airport would like to place this order this month to accommodate the winter travel season.

### VI. LEGAL ISSUES:

None

### VII. CONFLICTS OR ENVIRONMENTAL ISSUES:

None

### VIII. SUMMARY AND OTHER OPTIONS:

Recommend the Board of County Commissioners approve the purchase of 133 terminal seats for the new gate at YVRA and authorize the County Manager to electronically sign the purchase order in the amount of \$79,251.75 to Airport Seating Alliance.

### IX. LIST OF ATTACHMENTS:

ASA Quote #6043 Dated 7/28/2020  
Airport Seating Bid Tabulation

## YVRA Terminal Seating Bid Tabulation

<b>Company</b>	<b>Price</b>	<b>Notes</b>
Airport Seating Alliance	\$79,251.75	Matches existing Terminal seating
ProSpace Option 1	\$82,662.18	Grade A vinyl
ProSpace Option 2	\$86,574.02	Grade C vinyl



# Airport Seating Alliance

Garavelli Enterprises  
 65 Germantown Court  
 Suite 406  
 Cordova, TN 38018

# QUOTE

Date	Quote #
7/28/2020	6043

Name / Address
Yampa Valley Regional Airport 11005 RCR 51A PO Box 1060 Hayden, CO 81639 Attn: Kevin Booth

Quote is Valid for 30 Days	Project No.	Terms	FOB	Project
7/28/2020	20/102	50% deposit with P.O.		Yampa Valley Reg. Airport

Item	Description	Qty	Rate	Total
101	BUSINESS TO BUSINESS - FACTORY DIRECT ONLY - PRICING IN US DOLLARS (Rev 3) *with custom arm placement			0.00
YJS550-2-3A-C	PACIFICA: 2-seat unit, vinyl cushions, 3 arms, 2 legs, silver metallic finish.	1	855.00	855.00
YJS550-5-6A-C	PACIFICA: 5-seat unit, vinyl cushions; 6 arms, 3 legs, silver metallic finish.	11	2,046.00	22,506.00
YJS550-4-5A-C	PACIFICA: 4-seat unit, vinyl cushions, 5 arms, 2 legs, silver metallic finish.	19	1,540.00	29,260.00
Pacifica Back-to-Back Connector	PACIFICA: Back-to-Back Connector, set of 2	14	48.00	672.00
PAGH15USBAC1ASA10	POWER and GO Hubbell: 1 power module, includes 2 x standard receptacles, (2) x 5 amp USB, 1 mounting bracket, 10' power cord	61	345.00	21,045.00
Pacifica LK-Arm	PACIFICA ARM: color silver metallic finish	35	52.00	1,820.00
107	INSTALLATION SERVICES: Installation or installation supervision will be quoted UPON REQUEST.		0.00	0.00
106	LTL FREIGHT: to door ONLY. Carton packed, palletized. No additional freight services have been quoted. Please request a re-quote for additional services such as lift gate, appointment, inside delivery, etc...	1	3,093.75	3,093.75
2018	QUOTE IS VALID FOR 30 DAYS: Due to fluctuations in steel, aluminum, plastic and fuel prices, these prices are subject to change. PO must be received so raw materials can be purchased.			0.00
SPECIFICATIONS	TOTAL SEATS: 133 SEAT: perforated steel, color: metallic silver CUSHIONS: commercial grade vinyl, color: Imperial Blue (US423) ARMS: color: metallic silver FRAME: color: metallic silver LEGS: color: metallic silver, adjustable, non-skid glides PACIFICA WARRANTY: 5 Year Limited (POWER WARRANTY: 1 Year Limited) POWER: 61 seat modules supplying power to 82 seats LEAD TIME: made to order, 8-10 weeks			

Purchasing Signature	<b>Total</b>
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Seating is shipped KD ready for assembly. Assembly drawings and procedures are supplied. Installation or installation supervision will be quoted upon request. Federal, State or Local taxes not included. The customer is responsible for all taxes if any. Please supply Tax Free certificate or re-sale certificate.

Phone #	Fax #	E-mail	Web
(901) 685-8263	(901) 683-6745	sales@airportseatingalliance.com	www.airportseatingalliance.com



## Airport Seating Alliance

Garavelli Enterprises  
 65 Germantown Court  
 Suite 406  
 Cordova, TN 38018

# QUOTE

Date	Quote #
7/28/2020	6043

Name / Address
Yampa Valley Regional Airport 11005 RCR 51A PO Box 1060 Hayden, CO 81639 Attn: Kevin Booth

Quote is Valid for 30 Days	Project No.	Terms	FOB	Project
7/28/2020	20/102	50% deposit with P.O.		Yampa Valley Reg. Airport

Item	Description	Qty	Rate	Total
Payment Options	Company Check, MasterCard, Visa, American Express, or Domestic Wire Transfer (call 901-685-8263 for payment, ask for Gina) *NOTE: a 3% service fee is required for all credit card purchases.			0.00

Purchasing Signature _____	<b>Total</b> \$79,251.75
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Seating is shipped KD ready for assembly. Assembly drawings and procedures are supplied. Installation or installation supervision will be quoted upon request. Federal, State or Local taxes not included. The customer is responsible for all taxes if any. Please supply Tax Free certificate or re-sale certificate.

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