

ROUTT COUNTY BOARD OF COUNTY COMMISSIONERS

Timothy V. Corrigan
District I

Timothy Redmond
District II

Sonja Macys
District III

Work Session

May 8, 2023

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

All regular meetings are open to the public unless otherwise noted. All meetings will be held in the Routt County Historic Courthouse - 522 Lincoln Avenue, Hearing Room, Steamboat Springs - or otherwise noted.

Join the meeting via our [Zoom Link](#).

To join by telephone dial 1-346-248-7799

Webinar ID: 851 5180 1592 Password: 44052

1. **9:30 A.M. CALL TO ORDER**
2. **9:30 A.M. COUNTY MANAGER/ LEGAL/ COMMISSIONERS' COMMITTEES UPDATE**
Jay Harrington, County Manager
Erick Knaus, County Attorney
3. **11:00 P.M. FACILITIES**
Joe Stepan, Maintenance Operations Manager
 - A. **BCC HEARING ROOM UPGRADE PROJECT**
Discussion of the ongoing BCC Hearing Room upgrades

Documents:

[BCC AGENDA COMMUNICATION FORM - BCC HEARING ROOM UPGRADES.PDF](#)
[BCC AV SUPPLEMENTAL BUDGET ESTIMATE_REV_04_17_23.PDF](#)
[BCC HEARING ROOM.PDF](#)
4. **11:20 A.M. LEGISLATIVE UPDATES**
5. **MEETING ADJOURNED**

All programs, services and activities of Routt County are operated in compliance with the

Americans with Disabilities Act. If you need a special accommodation as a result of a disability, please call the Commissioners Office at (970) 879-0108 to assure that we can meet your needs. Please notify us of your request as soon as possible prior to the scheduled event. Routt County uses the Relay Colorado service. Dial 711 or TDD (970) 870-5444.



ROUTT COUNTY BOARD OF COUNTY COMMISSIONERS

AGENDA COMMUNICATION FORM

ITEM DATE: May 8, 2023	ITEM TIME:
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FROM:	Joe Stepan / Steve Faulkner, Facilities Management
TODAY'S DATE:	May 2, 2023
AGENDA TITLE:	BCC Hearing Room Upgrade Project

CHECK ONE THAT APPLIES TO YOUR ITEM:	
<input type="checkbox"/> ACTION ITEM	
<input checked="" type="checkbox"/> DIRECTION	
<input type="checkbox"/> INFORMATION	

I. DESCRIBE THE REQUEST OR ISSUE:

In 2021, direction was given from the Interim County Manager to consider upgrades to the BCC Hearing Room with the intent of modernizing AV systems, furniture, and other associated items. The existing technology and furniture setup is inadequate for live streaming and recording of public hearings, and upgrades will provide modernized AV solutions for public users. In 2022, design and planning phases were initiated and associated documents have recently been completed. Linx AV is targeting mid-July for installation of the AV system. Facilities Management will procure subs and manage the project of preparing the Hearing Room for the AV components. Work required to prepare for AV installation will include coring and trenching concrete for floor boxes, framing, drywall patching, sound panel modifications, painting, and electrical. We are currently in contract with Calcon at the HHS project and will be able to extend their current scope to include labor help with this project.

II. RECOMMENDED ACTION (motion):

III. DESCRIBE FISCAL IMPACTS (VARIATION TO BUDGET):

PROPOSED REVENUE (if applicable): N/A
CURRENT BUDGETED AMOUNT: \$150,000
PROPOSED EXPENDITURE: \$100,361
FUNDING SOURCE: 50530303 801201
SUPPLEMENTAL BUDGET NEEDED: yes

IV. IMPACTS OF A REGIONAL NATURE OR ON OTHER JURISDICTIONS (IDENTIFY ANY COMMUNICATIONS ON THIS ITEM):

V. BACKGROUND INFORMATION:

Project was initiated in 2022 with direction to pursue options to improve functionality of the BCC Hearing Room. Design for the improvements includes an updated AV system and renovations to accommodate AV components and furniture upgrades.



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AGENDA COMMUNICATION FORM

VI. LEGAL ISSUES:
none
VII. CONFLICTS OR ENVIRONMENTAL ISSUES:
none
VIII. SUMMARY AND OTHER OPTIONS:
FM is proposing to manage this project. Alternatively, a general contractor can be procured at significantly higher cost and with potential delays to the project.
IX. LIST OF ATTACHMENTS (<i>signatures needed:</i> <input type="checkbox"/> wet, <input type="checkbox"/> digital, <input type="checkbox"/> Resolution Processed by BCC)
I. Project Report II. Project supplemental budget estimate

BCC SUPPLEMENTAL WORK TO SUPPORT AV UPGRADES BUDGET ESTIMATE

LEGEND

BUILDING AREA IN SQ FT: 1,200

DRAWINGS PREPARED BY: SAA/LINX MULTI MEDIA

DRAWINGS ARE DATED: 03_23_2023 & 02_20_2023

**DESCRIPTION: ADDITIONAL WORK SCOPE TO COMPLETE FF&E AND
 AUDIO VISUAL UPGRADES AT BCC HEATING ROOM**

: BY OWNER

*** : NOT INCLUDED**

? : QUESTION

<- : ALLOWANCE

FILE: BCC AV supplemental budget estimate_rev_04_17_23

LINE NO.	DESCRIPTION	QUAN	UNIT	UNIT PRICE	LABOR TOTAL	UNIT PRICE	MAT'L TOTAL	UNIT PRICE	SUBC TOTAL	LINE TOTAL	COMMENTS
1	REMOVE AND REPLACE CARPET	8	MH	75.00	600	20.00	160		0	760	REUSE EXISTING
2	DUST PROTECTION	20	MH	75.00	1,500	LS	500		0	2,000	PLASTIC/TENTING
3	ROUGH CLEAN UP	20	MH	75.00	1,500		0		0	1,500	DAILY CLEANUP
4	CORE & TRENCH FOR FLOOR BOXES	12	MH	75.00	900	LS	500	LS	4,750	6,150	
5	FRAMING & DRYWALL PATCH	58	MH	75.00	4,350	LS	500	ALW	1,000	5,850	INCLUDES DRYWALL TEXTURE SUB
6	AV DEVICE/EQUIPMENT BACKIN	28	MH	75.00	2,100	LS	500		0	2,600	
7	SOUND PANEL MODIFICATIONS	20	MH	75.00	1,500	ALW	250		0	1,750	CUT AND MODIFY ON SITE
8	REPAIR CEILING FAUX BEAM				0				0	0	INCLUDED IN FRAMING & DRYWALL
9	PAINTING	1			0		0	BID	6,800	6,800	ALLOWANCE
10	BLINDS	1			0		0	BID	5,246	5,246	MOTORIZED WIRELESS SOLAR 3%
11	ELECTRICAL	1			0		0	BID	38,800	38,800	CONDUITS STUBBED TO ACCESSIBLE
12	FIRE SPRINKLER MODIFICATIONS				0		0		0	0	
13	HVAC MODIFICATIONS				0		0		0	0	
14	STRUTURAL SLAB ANALYSIS	1			0		0	LS	3,000	3,000	X-RAY SLAB
15					0		0		0	0	
SUBTOTAL		*****	*****		12,450		2,410		59,596	74,456	
State & Local Tax 0.0%		*****	*****				0			0	TAX EXEMPT
Administrative Fees 10%		*****	*****						1,245	1,245	CONTRACTOR FEE FOR LABOR FORCES
Permits & Plan Check		*****	*****						1,500	1,500	
General Conditions 0.0%		*****	*****						0	0	N/A
SUBTOTAL		*****	*****		12,450		2,410		62,341	77,201	
Overhead & Profit 0%		*****	*****							0	N/A
Performance & Payment Bond		*****	*****							0	NOT INCLUDED
Contingency 30%		*****	*****							23,160	OWNER CONTINGENC'
TOTAL BUDGET COST		*****	*****							\$100,361	

GENERAL NOTES

- 1 LABOR ESTIMATED AS USING GENERAL CONTRACTOR HOURLY WORK FORCES.
- 2 ADMISTRATIVE FEES BASED ON ESTIMATED GENERAL CONTRACTOR HOURLY RATES.
- 3 GENERAL CONTRACTOR OVERHEAD & PROFIT NOT INCLUDED
- 4 SUPERVISION & PROJECT MANAGEMENT PROVIDED BY THE COUNTY. NOT INCLUDED IN THE ESTIMATE.
- 5 COUNTY WILL CONTRACT DIRECTLY WITH ALL SUBCONTRACTORS.
- 6 SUBCONTRACTOR BIDS ARE SOLE SOURCE DUE TO LACK OF TIME FOR COMPETITIVE BID PROCESS.
- 7 PERFORMANCE AND PAYMENT BONDS NOT INCLUDED. ACUMULATIVE SUBCONTRACTOR ESTIMATES EXCEED \$50,000
- 8 BCC FURNITURE, AV CONTRACTOR AND DESIGN FEES NOT INCLUDED. INCLUDED IN PREVIOUS BUDGET.
- 9 BLINDS QUOTED AS MOTORIZED SOLAR SHADES. VE OPTIONS RANGE FROM \$2,630 - \$4,850.
- 10 STRUCTURAL SLAB ANAYISIS REQUIRED BY BUILDING DEPARTMENT. ESTIMATED AS SUBCONTRACTOR TO PERFORM GPR(GROUND PENETR/
- 11 ELECTRICAL ESTIMATE IS QUANTITY BASED IN HOUSE.
- 12 PAINTING ALLOWANCE INCLUDES CENTER CROWN MOLD BAND, LOWER AND UPPER WALLS. CEILING AND HISTORIC FRIEZE NOT INCLUDED.

BCC Hearing Room

May-23

Vendor	Contract Amount	Current	Balance to Finish	Notes
Linx AV	\$ 124,433.22	\$ 50,253.72	\$ 74,179.50	AV Equipment and Installation
Linx AV	\$ 3,755.85	\$ 3,755.85	\$ -	AV Design
Workplace Resource	\$ 53,976.82	\$ 53,976.82	\$ -	Tables / Chairs
Steamboat Architectural Assoc	\$ 3,500.00	\$ 3,487.50	\$ 12.50	Design Drawings

Total Committed	Payments	Balance
\$ 185,665.89	\$ 111,473.89	\$ 74,192.00