STATE OF COLORADO) **RESOLUTION 2024-004**
) ss.
COUNTY OF ROUTT)

A RESOLUTION APPROVING AN AGREEMENT FOR PROFESSIONAL SERVICES BETWEEN THE TOWN OF OAK CREEK AND AYRES ASSOCIATES INC. FOR THE SOUTH ROUTT COUNTY PARTNERS HOUSING NEEDS ASSESSMENT AND LAND USE CODES INTUITIVE REVIEW

WHEREAS, with permission of the Town Board received at the July 13, 2023 Town Board meeting a request for proposals were sent out to planning consultants by the Town staff on behalf of the Town, Routt County, the Town of Yampa, the South Routt School District RE-3, a Colorado school district ("Soroco"), the Oak Creek Fire Protection District, a Colorado Title 32 special district ("OCFPD"), and the South Routt Medical Center Health Services District, a Colorado Title 32 special district ("SRMC") collectively known as the South Routt County Partners ("Partners"); and

WHEREAS, the Partners are governmental entities that provide services to all or part of the southern portion of Routt County as defined below in this Agreement ("South Routt County"); and

WHEREAS, the Partners, individually and collectively, agreed that the need for sustainable, affordable and workforce housing throughout South Routt County region must be addressed and an initial step to do so is the preparation and completion of a collective and comprehensive Housing Needs Assessment ("HNA") for the region; and

WHEREAS, in July and August, 2023 funding applications were submitted by Oak Creek in coordination with the Partners to the Colorado Department of Local Affairs' (DOLA) Energy and Mineral Impact Assistance Fund (EIAF) program and the Colorado Housing Finance Agency (CHFA) to support the completion of the HNA for South Routt County and the participating municipalities, and both funding applications were approved; and

WHEREAS, in November, 2023 representatives of the Partners developed a Request for Proposals (RFP) seeking a qualified consultant firm to undertake the preparation and completion of the HNA. Proposals were opened on December 22, 2024 and distributed to the Partners. Submitted proposals were reviewed by representatives of the Partners, qualified consultants were interviewed on January 11, 2024 by the Partners and a recommendation by the representatives of the Partners to Oak Creek for the selection of Ayres Associates Inc., a qualified consultant was made for presentation to the Town Board.

BE IT RESOLVED BY THE BOARD OF TRUSTEES OF THE TOWN OF OAK CREEK THAT:

Section 1. Pursuant to the Town Board's Bidding and Purchasing policies a formal bidding process was followed for the solicitation of bids for professional services to provide a Housing

Needs Assessment for the benefit of south Routt County municipalities and partner special service districts.

Section 2. The Partners recommend hiring Ayres Associates Inc. for the not-to-exceed amount of $131,497 pursuant to the Agreement for Professional Services attached hereto as Attachment A.

Section 3. The Town Board hereby authorizes the Mayor and Town Administrator/Clerk to execute the Agreement for Professional Services.

READ AND ADOPTED THIS this 8th day of February, 2024.

Attest:

TOWN OF OAK CREEK

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David Torgler
Town Administrator/Clerk

_____
Nikki Knoebel, Mayor