



Financial Services  
Purchasing Division  
215 N. Mason St. 2<sup>nd</sup> Floor  
PO Box 580  
Fort Collins, CO 80522  
970.221.6775  
970.221.6707- fax  
[fcgov.com/purchasing](http://fcgov.com/purchasing)

**LETTER OF TRANSMITTAL**

To: Jody Hurst, Assistant City Attorney  
Darin Atteberry, City Manager  
Wanda Nelson, City Clerk

9125701

From: James B. O'Neill II, CPPO, FNIGP  
Director of Purchasing & Risk Management

Date: October 18, 2012

Re: 7426 Transfort Maintenance Facility Expansion

Attached find three (3) sets each of contract documents regarding the above-mentioned matter.

The bidder received the award through the normal BID process.

- a. This project is part of the overarching MAX BRT project and provides garage parking for the smaller buses so that the BRT Buses can be housed in the larger existing Maintenance Facility. This project is totally FTA funded.
- b. Funding – As with the MAX BRT there is a promise of reimbursement funding from the FTA as long as we comply with all of the Federal Requirements, which we are well prepared to do.
- c. After the first neighborhood meeting that was very volatile, this project was completely redesigned to eliminate a canopy structure in the field area north of the existing Maintenance Facility and create a completely enclosed garage addition to the existing facility. We also redesigned the berms east of the facility and added transplanted mature pine trees to minimize views of the facility from the neighbors to the east. The second neighborhood meeting that presented the new design went very well.

Jody, would you please approve as to form and forward to the City Manager.

Darin, would you please sign the contract documents and forward them to the City Clerk.

Wanda, please call Purchasing, Jim will come over, sign and initial the contracts and have you attest his signature. Thanks.



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October 5, 2012

Heath Construction  
Attn: Randy DeMario  
141 Racquette Drive  
Fort Collins, CO 80524

RE: 7426 Transfort Maintenance Facility Expansion

Dear Randy:

I have enclosed three (3) sets of contract documents regarding the above captioned matter. Please sign the three copies and return all copies to me along with the requisite insurance certificate naming the City of Fort Collins an additional insured, and three (3) original copies of the Performance and Payment Bonds. After the signatures have been obtained, a copy of the agreement will be sent to you.

Please contact me at (970) 221-6779 if you have questions.

Sincerely,

A handwritten signature in black ink, appearing to read "James B. O'Neill II". The signature is fluid and cursive, with a long horizontal flourish extending to the right.

James B. O'Neill II, CPPO, FNIGP  
Director of Purchasing & Risk Management

Encl: Contract Documents

JBO:bd