



# Information and General Services Department

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*Information Systems  
Geographic Information Systems  
Facilities Management*

*Emergency Services  
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*Purchasing  
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## **NEVADA COUNTY BOARD OF SUPERVISORS**

### **Board Agenda Memo**

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**MEETING DATE:** October 11, 2016

**TO:** Board of Supervisors

**FROM:** Steve Monaghan, IGS-Facilities Management

**SUBJECT:** Resolution approving a contract between the County of Nevada and Bill Litchfield Construction, Inc., for the Public Defender/Probation Co-Location Project in the amount of \$228,678.41 plus a contingency of \$22,867.84 for a total contract amount of \$251,546.25, authorizing the Chair of the Board of Supervisors to execute the contract, and amending the Fiscal Year 2016-17 Capital Facilities Budget (4/5 affirmative vote required).

**RECOMMENDATION:** Adopt the Resolution

**FUNDING:** This project will be funded from the Capital Facilities Reserve of the General Fund through the FY 2016-17 Capital Facilities budget, and will be subsequently reimbursed by the Probation and Public Defender budgets. A budget amendment is being requested. There will be an impact to the General Fund in FY 2016-17; costs will be recouped in future years with termination of the Public Defender lease and the resulting elimination of rent expense.

**BACKGROUND:** By previous action of the Board, Resolution 16-427 authorized the Purchasing Agent to solicit bids for the project known as the Public Defender/Probation Co-Location. An Invitation to Bid was sent to builders' exchanges, local contractors were notified, and a Public Notice advertisement was posted in the local newspaper. Two (2) bids were received. The lowest responsive and responsible bid was from Bill Litchfield Construction, Inc., of Grass Valley in the amount of \$228,678.41.

The contract will be in the bid amount of \$228,678.41 and a 10% contingency of \$22,867.84 will be added to the encumbrance for a total encumbered amount of \$251,546.25. An abstract of the bid results is attached.

**Item Initiated by:** Mel Higginbotham

**Approved by:** Steve Monaghan