



RESOLUTION No. _____

OF THE BOARD OF SUPERVISORS OF THE COUNTY OF NEVADA

RESOLUTION APPROVING A PROFESSIONAL SERVICES CONTRACT BETWEEN THE COUNTY OF NEVADA AND CBRE, INC. FOR THE SPACE PLANNING AND FACILITIES OPTIMIZATION STUDY IN THE AMOUNT NOT TO EXCEED \$302,800, AUTHORIZING THE CHAIR OF THE BOARD OF SUPERVISORS TO EXECUTE THE CONTRACT, AUTHORIZING THE PURCHASING AGENT TO EXECUTE CHANGE ORDERS IN THE AMOUNT NOT TO EXCEED \$30,280, FOR A TOTAL NOT TO EXCEED AMOUNT OF \$333,080, AND DIRECTING THE AUDITOR-CONTROLLER TO AMEND THE FACILITIES FISCAL YEAR 2025/26 BUDGET (4/5 AFFIRMATIVE VOTE REQUIRED)

WHEREAS, Nevada County owns, leases, and manages a diverse portfolio of administrative, justice, health and human services, operational, support and other facilities that require comprehensive long-range space planning; and

WHEREAS, comprehensive site and space planning is listed as a strategic planning priority in the 2026-2031 Capital Facilities Master Plan (CFMP) presented to the Nevada County Board of Supervisors during the January 2026 Nevada County Board of Supervisors workshop; and

WHEREAS, the Facilities Management and Health and Human Services Agency (HHS) have planned and budgeted for Facilities space planning to address both short- and long-term strategies needed to optimize strategic planning for lifecycle maintenance, improve operational efficiency, long-term capital planning, and service delivery to the community provided by HHS; and

WHEREAS, the County issued Request for Proposals (RFP) No. 209438 seeking qualified firms to evaluate facility utilization, conduct department interviews and surveys, assess long-term space needs, develop standardized space guidelines, conduct adjacency and expansion analyses, and prepare a 25-year Space Planning & Facilities Optimization Study; and

WHEREAS, proposals were received from multiple firms, and an evaluation committee reviewed, scored, and ranked proposals in accordance with the criteria outlined in the RFP; and

WHEREAS, the evaluation committee conducted interviews with four (4) shortlisted firms and determined that CBRE, Inc. offered the highest-ranked overall solution based on qualifications, project approach, experience in public-sector planning, understanding of County needs, and proposed cost; and

WHEREAS, the County has negotiated a Professional Services Contract with CBRE, Inc. in the amount of \$302,800; and

WHEREAS, the County will establish a ten percent contingency reserve of \$30,280 for a total Contract not-to-exceed amount of \$333,080; and

WHEREAS, this contract will be funded through the Capital Facilities Assignment fund balance in the General Fund in the amount of \$233,080, a budget amendment has been included for approval, and the Health and Human Services Agency has included in their Fiscal Year 2025/26 budget, their share of costs in the amount of \$100,000.

NOW, THEREFORE, BE IT HEREBY RESOLVED by the Board of Supervisors of the County of Nevada, State of California, that:

1. The Contract (Attachment A) is approved as to form and awarded to CBRE, Inc. for the Space Planning & Facilities Optimization Study, in the amount of \$302,800.
2. The Chair of the Board is authorized to execute the contract.
3. The Purchasing Agent is authorized to execute change orders in accordance with the County's Purchasing Policy section 7.3(e) and applicable regulations, not to exceed the contingency allowance of \$30,280.
4. The Auditor-Controller is directed to release \$233,080 from the Capital Facilities Assignment in the General Fund, and amend the Fiscal Year 2025/2026 Facilities budget by \$233,080 as follows:

Increase:

FD1000 PG4156000 CC10702 SC21520	\$233,080
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