



Trisha Tillotson
Community Development Agency Director

David Garcia
Director of Public Works

NEVADA COUNTY BOARD OF SUPERVISORS Board Agenda Memo

MEETING DATE: May 19, 2026
TO: Board of Supervisors
FROM: David Garcia, Director of Public Works
SUBJECT: Resolution approving a qualified list of construction management and inspection service professionals to work on specific Public Works projects as they arise for the period of July 1, 2026 through June 30, 2031 and authorizing the Director of Public Works to execute the Master Service Agreements, the Purchasing Agent to solicit bids from the list, and encumber task orders up to a maximum amount of \$500,000 and a total aggregate amount of \$1,000,000 annually (All Districts)

RECOMMENDATION: Approve the attached resolution.

FUNDING: The funding for these services will come from Nevada County Road Fund, as budgeted in the Capital Improvement Plan (CIP) and is contingent on the adoption of the fiscal year 2026-27 County Budget. These services will begin in Fiscal Year 2026/27. There is no impact on the General Fund, and no budget amendment is needed.

BACKGROUND: The County has been successful at receiving federal grants for a variety of improvement projects. As these projects complete design and are ready for construction, the County has determined that it has insufficient staff to adequately manage and inspect all these projects. As a result, the County is interested in firms that can provide comprehensive construction management and inspection services to assist in the successful delivery of all these projects. These services will primarily support and manage construction projects identified in the County's (CIP) and utilized primarily on federally funded projects. The County may also utilize this contract for construction inspection work done in County right of way by public agencies, public utilities and private development to supplement staff availability, or other construction projects administered by the Department of Public Works. On January 3, 2026, a request for qualifications (RFQ) for On-Call Construction Management and Inspection Services was solicited. On February 6, 2026, the County received twelve submittals from interested consultants. The submittals were evaluated using the scoring system identified in the RFQ. The selection panel determined that the five highest ranking firms (HDR Construction Control Corporation, Psomas, Construction Materials Engineers, Inc., Mark Thomas & Company Inc., and DCCM Infrastructure Inc.) were qualified to perform the scope of services required by this contract and have extensive experience on similar contracts.

A specific statement of work will be negotiated with the Consultant for each project identified by the County. Since the County is awarding on-call contracts, the County will utilize the two-step Request for Proposals (RFP) method as outlined in the Caltrans Local Assistance Procedures Manual (LAPM). The two-step RFQ/RFP process is well suited for procuring multiple "on-call" contracts through single solicitation. The outcome of the first step, RFQ, will be an on-call list of consultants. The subsequent project work will be procured thru individual competition or task order/mini-RFPs amongst the on-call

consultants. Consultant billing rates will be based upon approved Caltrans criteria and established at the time a specific contract is awarded. The Task Order/Mini-RFP, will be negotiated with the first ranked firm from each competition. Task Order/Mini-RFP cost will be based on the specific project outlined in the Task Order/Mini-RFP, in conformance with the Nevada County Purchasing code.

The Nevada County Purchasing Agent may award task orders of up to \$500,000 and a total aggregate amount of \$1,000,000 annually. Staff anticipates that construction management responsibilities may not be equally distributed to each of the identified on-call consultants during this time period. As a result, a scope of work and cost of services will be negotiated with the selected consultant on each task order/mini RFP.

Attachments:

1. Resolution approving a qualified list of construction management and inspection service professionals to work on specific public works projects as they arise for the period July 1, 2026 through June 30, 2031 and authorizing the Director of Public Works to modify and execute the Master Service Agreements, the Purchasing Agent to solicit bids from the list, and encumber task orders up to a maximum amount of \$500,000 and a total aggregate amount of \$1,000,000 annually.
2. Master Services Agreement

Item Initiated by: Patrick Perkins, Principal Civil Engineer
Approved by: David Garcia, Director of Public Works