



COUNTY OF NEVADA
COMMUNITY DEVELOPMENT AGENCY
DEPARTMENT OF PUBLIC WORKS
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NEVADA COUNTY BOARD OF SUPERVISORS
Board Agenda Memo

MEETING DATE: February 14, 2017
TO: Board of Supervisors
FROM: Joshua Pack, Principal Civil Engineer
SUBJECT: **Approval of Contract Amendment No. 1 with Nelson Engineering for Professional Surveying Services for County Surveyor Functions and Amending the Fiscal Year 2016/17 Budget for the Surveyor Fund (4/5th Affirmative Vote Required)**

RECOMMENDATION: Approve the attached resolution.

FUNDING: The funding for this agreement will be provided by fees for services in the Fiscal Year 2016/17 Surveyor budget. The funds will affect the Surveyor Fiscal Year 2016/17 budget, and a budget amendment has been included for consideration. There is no impact to the County general fund.

BACKGROUND:

On June 28, 2016 the Board of Supervisors approved Resolution 16-306, approving a renewal contract with Nelson Engineering for professional surveying services for County Surveyor functions for a not-to-exceed contract amount of \$90,000. Since July 2016 the County has relied on increased services from Nelson Engineering for a myriad of activities:

- Due to staffing changes and restructuring within the department, Kevin Nelson was reappointed County Surveyor by the Board of Supervisors on August 16, 2016 via Resolution 16-422.
- Work performed by Nelson Engineering on the Emigrant Gap project previously scheduled for Fiscal Year 2015/16 was delayed, impacting Fiscal Year 2016/17.
- Increased development activity has increased the need for county surveyor services this fiscal year.

Staff is proposing an increase in the maximum not-to-exceed contract amount to \$145,000 to provide sufficient funds for professional surveying services for County Surveyor functions this fiscal year. All other contract terms for Nelson Engineering remain unchanged.

Item Initiated by: Joshua Pack, Principal Civil Engineer
Approved by: Trisha Tillotson, Director of Public Works

TT:JP:cn

Submission Date: January 30, 2017