



# Information and General Services Department

**Facilities Management**  
10014 N. Bloomfield Road  
Nevada City, CA 95959  
Phone: 530-470-2635  
Fax: 530-265-7087

*Information Systems  
Geographic Information Systems  
Facilities Management*

*Emergency Services  
Central Services  
Cable Television*

*Purchasing  
Airport  
Library*

---

## **NEVADA COUNTY BOARD OF SUPERVISORS**

### **Board Agenda Memo**

---

**MEETING DATE:** April 25, 2017

**TO:** Board of Supervisors

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

**SUBJECT:** Resolution approving the Notice of Acceptance and Completion of the contract with Bill Litchfield Construction, Inc., for the Public Defender/Probation Co-Location Project with contract costs totaling \$249,455.22, directing the Clerk of the Board to record the Notice in accordance with Civil Code Section 9208, and amending the Fiscal Year 2016-17 Capital Facilities Budget (4/5 Affirmative Vote Required).

**RECOMMENDATION:** Adopt the Resolution

**FUNDING:** This project is being funded from the Capital Facilities Reserve of the General Fund through the FY 2016-17 Capital Facilities budget, which will be subsequently reimbursed by the Probation and Public Defender budgets. A budget amendment is being requested to release funding from the Capital Facilities Reserve for additional services not included in this contract in the amount of \$224,533. There will be an impact to the General Fund in FY 2016-17; costs will be recovered in future years with termination of the Public Defender lease and the resulting elimination of rent expense.

**BACKGROUND:** As a result of previous action of the Board, Resolution 16-496 approved a contract with the lowest responsive and responsible bidder for the Public Defender/Probation Co-Location Project. A contract was entered into with Bill Litchfield Construction, Inc., of Grass Valley, California, in the amount of \$228,678.41, and a 10% contingency of \$22,867.84 for a total contract amount of \$251,546.25. There were six change orders in the amount of \$20,776.81 for a total expenditure of \$249,455.22.

Additional costs in the amount of \$224,533, not included in the contract, were required to complete the Tenant Improvement, for which budget amendment is being requested at this time to release funds from the Capital Facilities Reserves. Total project costs are \$473,988.

This project has been inspected by the Nevada County Building Department and the Project Manager, who have determined that the project was completed in accordance with the plans and specifications.

**Item Initiated by:** Lee Ocker

**Approved by:** Steve Monaghan