



# Information and General Services Department

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*Information Systems  
Geographic Information Systems  
Facilities Management*

*Emergency Services  
Central Services  
Cable Television*

*Purchasing  
Airport  
Library*

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## **NEVADA COUNTY BOARD OF SUPERVISORS**

### **Board Agenda Memo**

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**MEETING DATE:** May 14, 2019

**TO:** Board of Supervisors

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

**SUBJECT:** Resolution approving a list of design service professionals to work on specific projects as they arise for the period May 14, 2019 through June 30, 2022 and authorizing the Purchasing Agent to solicit bids from the list and to execute and encumber contracts up to a maximum contract amount of \$50,000 (Facilities Management)

**RECOMMENDATION:** Adopt the Resolution

**FUNDING:** Nine firms were selected and will be asked to propose on various County projects with budgeted design fees of less than \$50,000. Funding for these services will be paid from the Capital Facilities budget and reimbursed from various County budgets as services are required. A budget amendment will not be required at this time and there is no additional impact on the General Fund.

**BACKGROUND:** County facilities are continually met with requests for urgent and other planned construction and renovation projects. The intent of these Contracts will be to establish a qualified, multi-discipline list of design professionals to work on specific projects as they arise.

Resolution 18-602 authorized a Request for Qualifications to be issued. Fifteen Statements of Qualification were received, and a committee was formed to review and select firms based on their experience and qualifications for the Qualified List. The following nine consultants were chosen:

1. ADKO Engineering of Nevada City
2. Bennett Engineering of Roseville
3. The Engineering Enterprise of Auburn
4. Glass Architects of Santa Rosa
5. LDA Partners, Inc., of Stockton
6. Lumos & Associates, Inc., of Stateline, Nevada
7. NORR Associates, Inc., of Sacramento
8. RFE Engineering, Inc., of Roseville
9. Wallis Design Studio Architects of Grass Valley

Individual assignments will be awarded on an as-needed basis. The County may assign work by soliciting proposals from one or more of the Consultants approved

from the Qualified List depending on the type of work required, estimated dollar value of the contract, experience and expertise required for the work, consultant's current workload, ability to respond, or other criteria. The County will reserve the right to unilaterally assign work to any of the awarded firms, as it deems prudent.

This Resolution will authorize the Purchasing Agent to solicit bids from the Qualified List for design and engineering services as they arise and to award, execute and encumber contracts up to a maximum contract amount of \$50,000. The budget for these services will not exceed \$250,000 annually.

Each personal services contract is presented for approval in separate board items concurrently.

**Item Initiated:** Justin Drinkwater

**Approved by:** Steve Monaghan