



**COUNTY OF NEVADA**  
**COMMUNITY DEVELOPMENT AGENCY**  
**DEPARTMENT OF PUBLIC WORKS**  
950 MAIDU AVENUE, NEVADA CITY, CA 95959-8617  
(530) 265-1411 FAX (530) 265-9849 [www.mynevadacounty.com](http://www.mynevadacounty.com)

Sean Powers  
Community Development Agency Director

Trisha Tillotson  
Director of Public Works

File: 210.204 002

**NEVADA COUNTY BOARD OF SUPERVISORS**  
**Board Agenda Memo**

---

**MEETING DATE:** April 24, 2018  
**TO:** Board of Supervisors  
**FROM:** Joshua Pack, Principal Civil Engineer  
**SUBJECT:** **Resolution to Approve a Request for Qualifications for Professional Surveying Services for County Surveyor Functions**

---

**RECOMMENDATION:** Direct the Purchasing Agent to release a Request for Qualifications (RFQ) for Professional Surveying Services for County Surveyor functions.

**FUNDING:** The funding for these services will come from a combination of fees for services and the General Fund. A budget amendment is not required.

**BACKGROUND:** On May 23, 2017 the Board of Supervisors approved Resolution 17-223, awarding a contract for professional surveying services for county surveyor functions to Northstar and appointing Lorraine Lundy as the County Surveyor for Nevada County. The contract is scheduled to expire on June 30, 2018.

The attached RFQ will solicit qualified survey firms that can provide the aforementioned services. Staff anticipates contract approval in June 2018, with services scheduled to begin July 1, 2018.

**Item Initiated by:** Joshua Pack, Principal Civil Engineer

**Approved by:** Trisha Tillotson, Director of Public Works

TT:JP:cn

**Submittal Date:** April 10, 2018