



NEVADA COUNTY BOARD OF SUPERVISORS
Board Agenda Memo

MEETING DATE: August 22, 2023

TO: Board of Supervisors

FROM: **Justin Drinkwater – IGS-Facilities Management**

SUBJECT: Resolution Authorizing the Director of Facilities Management to approve plans and specifications for public projects with an estimated construction cost of \$35,000 or less individually and not more than \$200,000 annual aggregate project costs. Approving a Qualified List of Contracting Trade Services and enter into Master Services Agreements with Freschi Construction of Grass Valley, CA; Dynamic Trades Inc of Auburn, CA; Kingsley Builders of Loomis, CA and Greenhouse Builders Group LLC of Grass Valley, CA for an initial one year period beginning August 22, 2023 through June 30, 2024 and approve the option to renew the Agreements for up to two (2) additional 1-year periods

RECOMMENDATION: Adopt the Resolution

FUNDING: There is no immediate fiscal impact resulting from this action. Bids will be solicited from firms on the Qualified List for project-by-project basis, and individual task orders will be awarded based on lowest price. The resulting expenditures will be funded from existing budgets or project funds, as appropriate, and will not involve use of state or federal funds. Task orders of \$35,000 or less shall be executed by the Purchasing Agent. Task orders exceeding \$35,000 will require Board approval. A budget amendment will not be required at this time and there is no additional impact on the General Fund.

BACKGROUND:

The California Public Contract Code requires that any public projects with a value in excess of \$10,000 requires approval of plans and specifications in addition to a formal bid for those services. Bringing these smaller projects to your Board for approval of plans and specifications can add delay to the required work and can impact efficient County operations.

The Department of Facilities Management is continuously seeking process improvements to maximize efficiencies in serving their customers. This action will allow approval of plans and specifications for projects such as minor renovation projects, small remodeling projects, small concrete repair, HVAC equipment replacement, plumbing, electrical, roofing, painting, drywall, floor tile, fire sprinklers or security camera work, to proceed upon review and approval of the Director of Facilities Management and County Building Official. All projects associated with this delegated authority will be performed in accordance with both the Public Contract Code and the County's Purchasing Policy. Further, this delegated authority would only apply to County-funded projects, and not to any project that is funded partially or completely with state or federal funds.

To best leverage these efficiencies, the Facilities Management Department requires qualified firms to provide small construction design and execute the work for projects with an estimated construction cost of \$35,000 or less in value.

The Facilities Management Team collaborated with the Purchasing Division to develop Request for Qualifications No.173506 for Contracting Trade Services for Public Works Projects. The solicitation was advertised on the County's website, published in the union news paper and county social media platforms as well as discussed at the Nevada County Contractor's association Members meeting.

Submittals were opened on July 3, 2023. Four submittals of qualifications were received. An evaluation committee of subject matter experts was formed to review and select firms based on their experience and qualifications in accordance with the criteria published in the RFQ. The following four firms were chosen and have been deemed responsive and responsible:

1. Freschi Construction of Grass Valley, CA
2. Dynamic Trades Inc of Auburn, CA
3. Kingsley Builders of Loomis, CA
4. Greenhouse Builders Group of Grass Valley, CA

Individual projects will be awarded on an as-needed basis and as projects are identified. The County will solicit bids from at least three of the qualified firms for each project over \$10,000 and up to \$35,000 maximum.

The aggregate annual spend anticipated for these services will not exceed \$200,000 annually and will be paid for by task order from the requesting Department's existing approved budgets or project funds.

Approval of this request is not a project as defined in California Public Resources Code Section 21065 and/or CEQA Guidelines Section 15378 and therefore is not subject to CEQA. Any environmental considerations will be addressed on a project-by-project basis as those projects are developed.

The Facilities Management Department will present informational updates on a bi-annual basis to your Board highlighting projects completed under this delegated authority.

Item Initiated: Tim Horner
Approved by: Justin Drinkwater