



**COUNTY OF NEVADA**  
**COMMUNITY DEVELOPMENT AGENCY**  
**DEPARTMENT OF PUBLIC WORKS**  
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Sean Powers  
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File: 210.204 002

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

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**MEETING DATE:** January 24, 2017  
**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**

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**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 budgeted General Fund dollars. A budget amendment is not required.

**BACKGROUND:** On February 28, 2012 the Board of Supervisors approved Resolution 12-091 awarding a contract for professional surveying services for county surveyor functions to Nelson Engineering and appointing Kevin Nelson as the County Surveyor for Nevada County. Nelson Engineering's contract is scheduled to expire on June 30, 2017.

The attached RFQ will solicit qualified survey firms that can provide the aforementioned services. Staff anticipates contract approval in May 2017, with services scheduled to begin July 1, 2017.

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

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

TT:JP:cn

**Submittal Date:** January 6, 2017