



RESOLUTION No. _____

OF THE BOARD OF SUPERVISORS OF THE COUNTY OF NEVADA

RESOLUTION APPROVING CONSTRUCTION DOCUMENTS FOR THE ERIC ROOD ADMINISTRATIVE CENTER ASSESSOR OFFICE REMODEL PROJECT, AUTHORIZING THE PURCHASING AGENT TO SOLICIT BIDS, AWARD THE CONTRACT TO THE LOWEST RESPONSIVE AND RESPONSIBLE BIDDER, AND TO EXECUTE AND ENCUMBER THE CONTRACT

WHEREAS, the Assessor Chief Appraiser office is currently non ADA (Americans with Disabilities Act) compliant and does not provide for confidentiality; and

WHEREAS, this project will meet the State requirements for the Eric Rood Administrative Center Assessor Office Remodel project for ADA compliancy and provide an office that provides confidentiality; and

WHEREAS, the Chief Information Officer has prepared construction documents for the project known as the Eric Rood Administrative Center Assessor Office Remodel Project; and

WHEREAS, funding for this project is included in the Facilities Management and Assessor Fiscal Year 2018-19 budgets and a budget amendment will not be required.

NOW, THEREFORE, BE IT RESOLVED that the Board of Supervisors of the County of Nevada, State of California, hereby:

1. Approves the bidding documents and specifications for the Eric Rood Administrative Center Assessor Office Remodel Project and authorizes the Chair of the Board of Supervisors to sign the documents.
2. Directs the Purchasing Agent to solicit bids for this project.
3. Authorizes the Purchasing Agent to award the contract to the lowest responsive and responsible bidder so long as the total bid amount does not exceed \$25,000 and to execute the contract.
4. Authorizes the Purchasing Agent to encumber the contract bid amount to include a 10% contingency and execute change orders pursuant to Article 9 of the Contract, up to the total contingency amount.

Funding: 0101-10702-415-4000/521000