



Information and General Services Department

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NEVADA COUNTY BOARD OF SUPERVISORS Board Agenda Memo

MEETING DATE: February 26, 2019

TO: Board of Supervisors

FROM: Steve Monaghan – IGS-Facilities Management

SUBJECT: Resolution approving the Notice of Acceptance and Completion of the contract with Buskirk Construction Inc, dba Buskirk Building Solutions for the Eric Rood Administrative Center Assessor Office Remodel Project with contract costs totaling \$17,500 and directing the Clerk of the Board to record the Notice in accordance with Civil Code Section 9208.

RECOMMENDATION: Adopt the Resolution

FUNDING: This project was included in and paid out of the Facilities Management FY 2018-2019 budget and reimbursed from the Assessor budget. A budget amendment is not required and there is no further impact on the General Fund.

BACKGROUND: As a result of previous action of the Board, Resolution 18-418 approved the construction documents, directed the Purchasing Agent to solicit bids for the project known as the Eric Rood Administrative Center Assessor Office Remodel, award the contract to the lowest bidder, and execute and encumber the contract. An Invitation to Bid was sent to builders' exchanges, local contractors were notified, and a Public Notice advertisement was posted in the local newspaper. One (1) responsive and responsible bid was received from Buskirk Construction Inc, dba Buskirk Building Solutions of Auburn in the amount of \$17,500. A contract was entered into with Buskirk Construction, Inc., in the amount of \$17,500 and a 10% contingency of \$1,750 for a total contract amount of \$19,250. There were no change orders for a total expenditure of \$17,500.

This project has been inspected by the Nevada County Building Department and the Project Manager, on December 11, 2018, who have determined that the project was completed in accordance with the plans and specifications.

Item Initiated by: Tim Horner

Approved by: Steve Monaghan