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**NEVADA COUNTY BOARD OF SUPERVISORS**

**Board Agenda Memo**

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**MEETING DATE:** January 9, 2023  
**TO:** Board of Supervisors  
**FROM:** Justin Drinkwater, Director of Facilities Management  
**SUBJECT:** Resolution approving a contract between the County of Nevada and LDA Partners, Inc, for architectural design services for the Nevada County Animal Shelter Project with a maximum contract price of \$1,850,000, with a contingency of \$185,000, for a total of \$2,035,000 authorizing the Chair of the Board of Supervisors to execute the Contract and amend the Fiscal Year 2023-24 Capital Facilities Budget (4/5 Affirmative Vote Required).

**RECOMMENDATION:** Adopt the Resolution.

**FUNDING:** Funding for this project will be paid from the Capital Facilities Fiscal Year 2023-24 budget and paid from the Capital Facilities General Fund Assignment. A budget amendment is being requested to release fund balance from the Capital Facilities Assignment in the General Fund for this purpose.

**BACKGROUND:** The existing County Animal Shelter has exceeded its useful lifespan. With the lengthy deferred maintenance and ADA deficiencies mounting an Animal Shelter renovation and feasibility study was conducted. The findings of the study found the existing facility lacking in modern animal housing and care practices. It was also determined that a re-use of the existing facility was not financially prudent due to the age, condition, and layout of the existing facility. A new facility that was purposefully designed following modern animal care and housing standards was conceptualized on the existing site. With the recent purchase of 23 acres on La Bar Meadows next to the existing Nevada County Operations Center (NCOC) and a renewed desire to consolidate animal shelter services with Grass Valley Police Department this new location meets the needs for a consolidated animal sheltering operation.

A Request for Proposal was issued by the Purchasing Agent and advertised on the County's website. Five (5) proposals were received and determined to be responsive. A committee comprised of members from the Sheriff's Office, Facility Services, Community Development Agency and animal care subject matter experts reviewed all proposals. The evaluation team shortlisted and interviewed the top two (2) firms.

LDA Partners, Inc. was determined to be the most qualified. The submitted cost proposal and the scope was reviewed and approved by the County. The amount of this contract is \$1,850,000 and includes all scoping, design, engineering, and estimating required to provide complete design and bid documents with a contingency of \$185,000, for a total contract not to exceed of \$2,035,000.

Item Initiated by: Justin Drinkwater, Director of Facilities Management

Approved by: Steve Monaghan, IGS Agency Director