



Information and General Services Department

Facilities Management
10014 N. Bloomfield Road
Nevada City, CA 95959
Phone: 530-470-2635
Fax: 530-265-7087

*Information Systems
Geographic Information Systems
Facilities Management*

*Emergency Services
Central Services
Cable Television*

*Purchasing
Airport
Library*

NEVADA COUNTY BOARD OF SUPERVISORS

Board Agenda Memo

MEETING DATE: August 14, 2018

TO: Board of Supervisors

FROM: Steve Monaghan – IGS-Facilities Management

SUBJECT: 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 bidder, and to execute and encumber the Contract.

RECOMMENDATION: Adopt the Resolution

FUNDING: This project is included in and will be paid from the Facilities Management FY18/19 budget and reimbursed from the FY18/19 Assessor budget. The estimated cost for this project is \$14,500. A budget amendment is not required and there is no further impact on the General Fund.

BACKGROUND:
The Assessor's Chief Appraiser is in need of a private office that is ADA compliant and will provide confidentiality. This project will provide a private, accessible office that will comply with ADA state requirements at an estimated cost of \$14,500.

Approval of this resolution will direct the Purchasing Agent to solicit bids for the project, award the contract to the lowest bidder, and execute and encumber the contract.

Item Initiated by: Tim Horner
Approved by: Steve Monaghan