



**COUNTY OF NEVADA**  
**COMMUNITY DEVELOPMENT AGENCY**  
**DEPARTMENT OF PUBLIC WORKS**  
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Trisha Tillotson  
Community Development Agency Director

Trisha Tillotson  
Acting Director of Public Works

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

**MEETING DATE:** June 14, 2022  
**TO:** Board of Supervisors  
**FROM:** **Trisha Tillotson, CDA Director and Acting Director of Public Works**  
**SUBJECT:** Resolution Approving County Contract No. 889825 with NORR Associates, Inc. for Design Services for the Bus Wash Project in the Amount of \$242,850 and authorizing the Auditor Controller to encumber the contract – District III

**RECOMMENDATION:** Approve the attached resolution.

**FUNDING:** This contract is contingent upon the adoption of the Fiscal Year 2022/23 County Budget and is included in the Transit Proposed Budget. The project is funded by a grant from the California Department of Transportation, Division of Rail and Mass Transportation. There is no impact to the General Fund.

**BACKGROUND:** On April 27, 2021, the Board of Supervisors adopted Resolution 21-130 approving the acceptance of \$500,000 from the California Department of Transportation, Division of Rail and Mass Transportation to be used for the construction of a bus wash at the Nevada County Operations Center.

The Request for Qualifications (RFQ) was originally released on August 26, 2021; however, no proposals were received for this solicitation. The project re-solicitation released November 24, 2021, received two proposals which were reviewed and evaluated based on the scoring methodology identified in the RFQ.

NORR Associates, Inc. was determined to be the highest-ranking firm and will provide these services for a maximum amount not to exceed \$242,850. The contract will run from July 1, 2022, through June 30, 2023.

Staff is requesting that the Board authorize the contract with NORR Associates, Inc. for design services for the Bus Wash Project.

**Item Initiated by:** **Richard Poole, Assistant Engineer**  
**Approved by:** **Trisha Tillotson, CDA Director and Acting Director of Public Works**

Submittal Date: May, 24, 2022  
Revision Date: May 26, 2022