



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

George Schureck  
Interim Director of Public Works

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

**MEETING DATE:** March 26, 2024

**TO:** Board of Supervisors

**FROM:** George Schureck, Interim Director of Public Works

**SUBJECT:** Resolution approving Contract Amendment No. 1 with Nelson Engineering for Professional Surveying Services for an increase of \$45,000 for County Surveyor Functions and amending the Fiscal Year 2023/24 Budget for the Surveyor Fund (4/5 Affirmative Vote Required)

**RECOMMENDATION:** Approve the attached Resolution.

**FUNDING:** Funding for this contract amendment will be provided by fees for services in the Fiscal Year 2023/24 Surveyor budget, and a budget amendment has been included for Board consideration. There is no impact to the County general fund.

**BACKGROUND:** On June 13, 2023, the Nevada County Board of Supervisors adopted Resolution 23-260, approving a contract with Nelson Engineering for professional surveying services and appointing Kevin Nelson as the County Surveyor for Fiscal Year 2023/24. The contract was approved for the term of July 1, 2023, through June 30, 2024 and was eligible for up-to four (4) additional one-year renewals for a not-to-exceed contract amount of \$100,000.

An increase in activity has increased the need for additional County Surveyor services this fiscal year. Staff is proposing an increase in the maximum not-to-exceed contract amount from \$100,000 to \$145,000 to provide sufficient funds for professional surveying services for County Surveyor functions this fiscal year. All other contract terms for Nelson Engineering remain unchanged.

Attachments:

1. Resolution Approving Amendment No. 1 With Nelson Engineering
2. Exhibit A – Contract Amendment

**Item Initiated by:** Patrick Perkins Principal Civil Engineer

**Approved by:** George Schureck, Interim Director of Public Works