



COUNTY OF NEVADA
COMMUNITY DEVELOPMENT AGENCY
DEPARTMENT OF PUBLIC WORKS
950 MAIDU AVENUE, NEVADA CITY, CA 95959-8617
(530) 265-1411 FAX (530) 265-9849 www.mynevadacounty.com

Trisha Tillotson
Community Development Agency Director

Heba El-Guindy
Director of Public Works

NEVADA COUNTY BOARD OF SUPERVISORS

Board Agenda Memo

MEETING DATE: May 23, 2023

TO: Board of Supervisors

FROM: Heba El-Guindy, Director of Public Works

SUBJECT: Approval of Contract Amendment No. 1 with Nelson Engineering for Professional Surveying Services for an increase of \$30,000 for County Surveyor Functions and amending the Fiscal Year 2022/23 Budget for the Surveyor Fund (4/5 vote 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 2022/23 Surveyor budget., and a budget amendment has been included for the Board consideration. There is no impact to the County general fund.

BACKGROUND: On June 26, 2018, the Nevada County Board of Supervisors adopted Resolution 18-308, approving a contract with Nelson Engineering for professional surveying services and appointing Kevin Nelson as the County Surveyor for Fiscal Year 2018/19. The contract was approved for the term of July 1, 2018, through June 30, 2019, and was eligible for up to four (4) additional one-year renewals. The contract has since been renewed for four consecutive years by Board approvals on June 25, 2019 via Resolution 19-336, on July 14, 2020 via Resolution 20-306, and on June 15, 2021 via Resolution 21-238.

On June 28, 2022, the Board of Supervisors approved Resolution 22-320, approving the fourth annual contract renewal with Nelson Engineering for professional surveying services for County Surveyor functions for a not-to-exceed contract amount of \$100,000. An increase in development 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 \$130,000 to provide sufficient funds for professional surveying services for County Surveyor functions this fiscal year. All other contract terms for Nelson Engineering remain unchanged.

Item Initiated by: Patrick Perkins Principal Civil Engineer
Approved by: Heba El-Guindy Director of Public Works

Submittal Date: April 4, 2023
Revised Date: April 18, 2023