



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

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Director of Public Works

File: 210.204 002

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

**MEETING DATE:** May 23, 2017  
**TO:** Board of Supervisors  
**FROM:** Joshua Pack, Principal Civil Engineer  
**SUBJECT:** **Approval of Contract with MAP Associates dba NorthStar for Professional Surveying Services for County Surveyor Functions and Appointment of Lorraine Lundy as County Surveyor for the County of Nevada**

**RECOMMENDATION:** Approve the attached resolution.

**FUNDING:** Funding is for FY 2016/17 and FY 2017/18 and impacts the Surveyor budget. These funds are budgeted and there is no additional impact to the General Fund. A budget amendment is not required.

**BACKGROUND:**

On January 24, 2017 the Board of Supervisors adopted Resolution 17-052, approving the release of a Request for Qualifications (RFQ) for professional surveying services for County Surveyor functions. On March 3, 2017 five (5) proposals were submitted to the County. The proposals were reviewed by an in-house selection panel and evaluated based on a scoring methodology identified in the RFQ. MAP Associates dba NorthStar ("NorthStar") was selected as the firm to provide these services for a maximum amount not to exceed amount of \$100,000. The contract will run from June 19, 2017 thru June 30, 2018 and will be eligible for up to four (4) additional one-year renewals. The Fiscal Year 2016/17 portion of contract expenditures will not exceed \$6,000.

Government Code section 27550 provides that the County Surveyor shall be a person authorized to practice land surveying in the State of California, and that by ordinance the County Surveyor may be appointed by and serve at the will of the Board of Supervisors. Section A-II 42.6.4 of the Nevada County Administrative Code provides that the Nevada County Surveyor shall be appointed by the Board of Supervisors and shall serve at the will and pleasure of the Board of Supervisors. As part of the proposed contract with NorthStar, staff proposes that Lorraine Lundy serve as the County Surveyor beginning July 1, 2017.

**Item Initiated by:** Joshua Pack, Principal Civil Engineer  
**Approved by:** Trisha Tillotson, Director of Public Works  
TT:JP:cn

**Submittal Date:** April 21, 2017  
**Revision Date:**