



# RESOLUTION No. 21-487

## OF THE BOARD OF SUPERVISORS OF THE COUNTY OF NEVADA

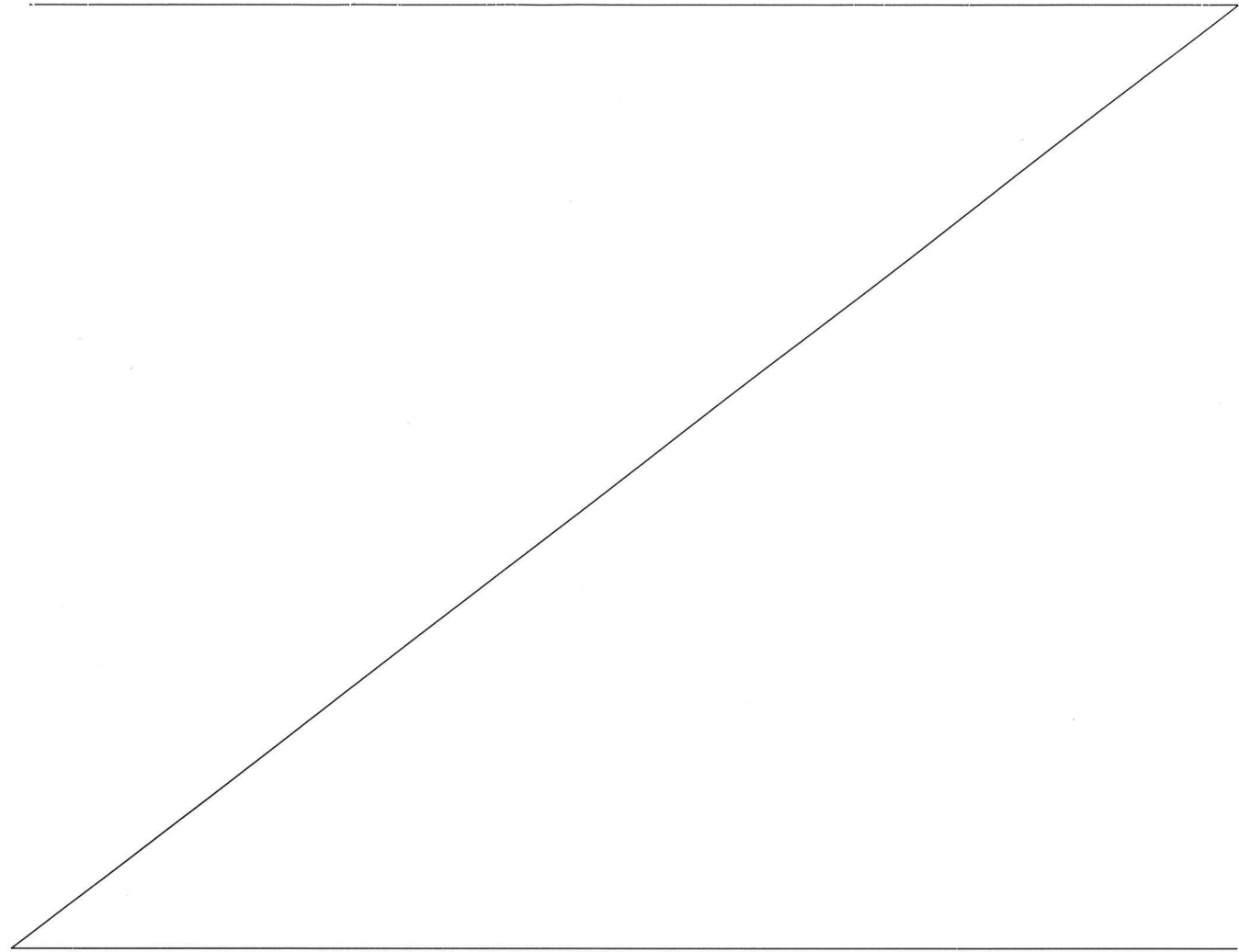
**RESOLUTION APPROVING AMENDMENT 01 TO THE CONTRACT BETWEEN THE COUNTY OF NEVADA AND WALLIS DESIGN STUDIO ARCHITECTS, INC. TO INCREASE THE CONTRACT PRICE FROM \$106,547 TO \$124,227 (AN INCREASE OF \$17,680), REVISE EXHIBIT "A," SCHEDULE OF SERVICES TO INCLUDE PLANNING AND ENTITLEMENT SERVICES FOR THE PREPARATION AND PROCESSING OF A GENERAL PLAN AMENDMENT, ZONING CHANGE, CONDITIONAL USE PERMIT APPLICATIONS AND ENVIRONMENTAL COMPLIANCE FOR THE RANCH HOUSE CONVERSION PLAN, AND REVISE EXHIBIT "B," SCHEDULE OF CHARGES AND PAYMENTS TO REFLECT THE INCREASE IN THE MAXIMUM CONTRACT PRICE (RES 21-052)**

WHEREAS, on March 9, 2021 per Resolution 21-052, the Nevada County Board of Supervisors authorized the execution of the Professional Services Contract between the County of Nevada and Wallis Design Studio Architects, Inc. pertaining to the services of architectural design for the Ranch House Project; and

WHEREAS, the parties wish to amend the Agreement to increase the contract price from \$106,547 to \$124,227 (an increase of \$17,680), and revise the Agreement to reflect a change in scope of services and the increase in the maximum contract.

NOW, THEREFORE, BE IT RESOLVED by the Board of Supervisors of the County of Nevada, State of California, that the Amendment 01 to the Professional Services Contract by and between the County and Wallis Design Studio Architects, Inc. to increase the maximum contract payable from \$106,547 to \$124,227 (an increase of \$17,680) and change the scope of services, be and hereby is approved in substantially the form attached hereto, and that the Chair of the Board of Supervisors be and is hereby authorized to execute the Contract on behalf of the County of Nevada.

Funds to be disbursed from 1589 50601 451 7000 / 540300.



PASSED AND ADOPTED by the Board of Supervisors of the County of Nevada at a regular meeting of said Board, held on the 16th day of November, 2021, by the following vote of said Board:

Ayes: Supervisors Heidi Hall, Edward Scofield, Dan Miller, Susan K. Hoek and Hardy Bullock.

Noes: None.

Absent: None.

Abstain: None.

ATTEST:

JULIE PATTERSON HUNTER  
Clerk of the Board of Supervisors

By: 

  
\_\_\_\_\_  
Dan Miller, Chair

11/16/2021 cc: Housing\*  
AC\*

**AMENDMENT #1 TO THE CONTRACT WITH  
WALLIS DESIGN STUDIO ARCHITECTS, INC. (Res 21-052)**

**THIS AMENDMENT** is executed this 16<sup>th</sup> day of November 2021, by and between WALLIS DESIGN STUDIO ARCHITECTS, INC., hereinafter referred to as “Contractor” and COUNTY OF NEVADA, hereinafter referred to as “County”. Said Amendment will amend the prior Agreement between the parties entitled Professional Services Contract, executed on March 9, 2021 per Resolution 21-052; and

**WHEREAS**, the Contractor operates Architectural design services for the Ranch House Redevelopment Project; and

**WHEREAS**, the parties desire to amend their Agreement to increase the contract price from \$106,547 to \$124,227 (an increase of \$17,680) revise Exhibit “A” Schedule of Services to expand the scope of work to include planning and entitlement services for the preparation and processing of a General Plan Amendment, Zoning Change, Conditional Use Permit applications and Environmental Compliance for the Ranch House Conversion Plan and amend Exhibit “B” Schedule of Charges and Payments to reflect the increase in the maximum contract price.

**NOW, THEREFORE**, the parties hereto agree as follows:

1. That Amendment #1 shall be effective as of September 15, 2021.
2. That Maximum Contract Price, shall be amended to the following:  
\$124,227
3. That the Schedule of Services, Exhibit “A” is amended to the revised Exhibit “A” attached hereto and incorporated herein.
4. That the Schedule of Charges and Payments, Exhibit “B” is amended to the revised Exhibit “B” attached hereto and incorporated herein.
5. That in all other respects the prior agreement of the parties shall remain in full force and effect except as amended herein.

COUNTY OF NEVADA:

By:   
Dan Miller (Nov 19, 2021 13:21 PST)  
Dan Miller  
Chair of the Board of Supervisors

CONTRACTOR:

By:   
Robert Wallis (Nov 15, 2021 20:04 PST)  
WALLIS DESIGN STUDIO  
ARCHITECTS, INC  
152 South Auburn Street  
Grass Valley, CA 95945

ATTEST:

By:   
Julie Patterson-Hunter  
Clerk of the Board of Supervisors

**EXHIBIT "A"**  
**SCHEDULE OF SERVICES**  
**WALLIS DESIGN STUDIO ARCHITECTS, INC**

Contractor will provide architectural services related to the redevelopment of the County's Ranch House Facility. All services must be in compliance with the No Place Like Home Grant requirements defined herein. Services will include:

**PRE-DESIGN**

- a. Architect will meet with designated representative(s) of Nevada County to obtain input and discuss project requirements:
  1. Project goals.
  2. Grant requirements.
  3. Key dates and project schedule.
  4. Confirm overall scope of project.
  5. Appropriate project team members.
- b. Meet with local consultant team to discuss goals, project schedule, scope of project and outline budget.
- c. Architect will tour existing facilities to better understand project requirements with project representative(s) and consultant team.

**DESIGN AND PLANNING**

- a. Prepare online Work Plan using Asana Project Management Website tools.  
Invite project representatives to participate and view online.
- b. Instruct geotechnical engineer to conduct and prepare geotechnical report.
- c. Instruct Civil Engineer to conduct and prepare site survey.
- d. Field verify existing built facility and prepare existing building 3-d model in Revit.
- e. Meet with Nevada County Planning and Building department to verify project requirements.
  1. Planning approval process.
  2. Building Department Requirements
- f. Work with County Representative and Project Manager to confirm grant requirements and finalize building and site programmatic components.
- g. Prepare space plan alternative (2 anticipated).
- h. Prepare site plan alternatives (2 anticipated).
- i. Prepare preliminary code analysis (existing and plumbing fixture count).
- j. Meet (2 anticipated) with County Representative's to present alternative and obtain feedback.
- k. Make revisions to design layouts based upon feedback.
- l. Prepare exterior building elevations and digital 3-D model.
- m. Meet(s) with County Representative to present alternative and obtain feedback.
- n. Prepare schematic design documents incorporating feedback.
  1. Topographical Survey.
  2. Site Plan.
  3. Floor Plan.
  4. Roof Plan.

5. Exterior Elevations.
6. Colored Perspective drawing if desired by County or required by jurisdiction.
7. Exterior Material and Color palettes.
- o. Meet (2 anticipated) with County Representative to obtain feedback.
- p. Meet with County Representative to review project estimate and authorization to proceed into Design Development.

## **CONSTRUCTION DRAWINGS AND SPECIFICATIONS**

- a. Instruct Consultant Team to proceed with design.
- b. Evaluate with County Representative avenues for reducing construction cost.
- c. Prepare Design Development documents.
  1. Expand upon Site Plan.
  2. Prepare Demolition Plan.
  3. Expand upon Floor Plan.
  4. Expand upon Roof plan.
  5. Prepare Ceiling Plan.
  6. Expand upon Exterior Elevations.
  7. Interior Elevations.
  8. Prepare Interior Finish options and present to County Representative(s).
  9. Architect will include all requirements specified through the CEQA approval into the project plans so that all required work will be included in the request bid.
- d. Meet (2 anticipated) with County Representative to obtain feedback and incorporate into Design Development Documents.
- e. Prepare outline specification.
- f. Construction estimator to prepare Estimate of Probable Cost after plans are completed and before submitting for review and building permits and, as needed, after plan review and before soliciting bid requests
- g. Conduct Project Management activities.
  1. Project Correspondence.
  2. Attend Project Meetings.
  3. Coordination with project team.
  4. Conduct Quality Review of documents.
- h. Meet (2 anticipated) with County to obtain feedback and approval to proceed into Construction Drawings.
- i. Prepare Construction Documents that fix and describe components required for construction:

### **Architectural:**

- A0.0 - Cover Sheet
- A0.1 - General Notes
- A0.2 - Green Building Code Requirements
- A0.3 - Code Analysis
- A0.4 - Egress and Signage Plan
- A1.0 - Architectural Site Plan
- A1.1 - Site Details
- A2.0 - Existing and Demolition Floor Plan
- A2.1 - Floor Plan

A2.2 - Enlarged Plans: Kitchen, Laundry, Bathroom's and ADA Restrooms  
A2.3 - Roof Plan  
A3.0 - Schedule Sheet: Doors, Equipment, Casework and Interior Finishes  
A3.1 - Restroom Fixture and Mounting Heights  
A4.0 - Exterior Building Elevations  
A4.1 - Building Sections  
A4.2 - Wall Sections  
A5.0 - Interior Elevations of all casework and fixtures  
A6.0 - Reflected Ceiling Plan  
A6.1 - Ceiling Details  
A7.0 - Wall and Roof Details  
A8.0 - Door and Window Details

**Civil:**

C1 - Topographic Survey  
C2 - Grading Plan, Utility Plan and Details

**Structural:**

S1 - Structural Notes  
S2 - Structural Foundation Plan  
S3 - Structural Framing Plan  
S4 - Structural Details

**Mechanical:**

M0 - HVAC Schedules and Notes  
M1 - HVAC Floor Plan  
M2 - HVAC Details

**Plumbing:**

P0 - Plumbing Notes and Schedules  
P1 - Plumbing Waste, Vent & Gas Piping  
P3 - Plumbing Details

**Electrical:**

E1 - Electrical One-Line diagram, Legend & Notes  
E2 - Site Electrical Plan  
E3 - Power and Signal Plans  
E4 - Lighting Plan  
E5 - Electrical Details

**Energy:**

T24 - Energy Calculations and Forms

**Fire Sprinklers:**

- F1 - Fire Sprinkler Notes and Schedules
- F2 - Fire Sprinkler Plans
- F3 - Fire Sprinkler Details

**Specification:**

- Project Specification Manual in AIA format
- a. Assist County with obtaining a building permit.
  - 1. Prepare application.
  - 2. Submit plan documents to the Nevada County Building Department.
  - 3. Obtain plan check comments.
  - 4. Prepare plan check responses.
  - 5. Submit plan documents for final approval.
- b. Assist County in obtaining Encroachment Permits and NID approval for fire line.
- j. For the above construction documents, contractor will require the Electrical Engineer to provide a separate sheet for low voltage, including, but not limited to: data jack locations, server rack location and type, type of data wire ( Cat 6) and type of data wire suspension brackets, Lighting controls, fire alarm monitoring controls, fire sprinkler monitoring controls, Generator monitoring controls, HVAC system monitoring controls, Television system controls, and method of cooling that server room closet.

**BIDDING AND NEGOTIATIONS**

- a. Assist with Bid process:
  - 1. Attend Bid Walk.
  - 2. Respond to Contractor's request for information.
  - 3. Preparation of Architect's addenda.
- b. Review of substitution requests for products and material samples

**CONSTRUCTION PHASE SERVICES**

- 1. Attend monthly construction meetings in conjunction with site observation visits.
- 2. Respond to Contractor's request for information.
- 3. Preparation of Architect's supplemental instructions and proposal request.
- 4. Review of submittals, material samples and shop drawings.
- 5. Review change orders.
- 6. Review of Payment applications
- 7. Preparation of Architect's punch list.
- 8. Architect will provide a complete set of plans in the AutoCad format with any as-builts included at the end of the project.
- 9. Assistance with project closeout procedures including record drawing and warranty review.

**ADDITIONAL SERVICES:**

- a. Provide planning and entitlement services for the preparation and processing of a general plan amendment, zoning change, conditional use permit applications

and environmental compliance for the Ranch House conversion project as follows:

### **SCO - Permit Applications**

1. Prepare a Site Plan Exhibit Map in conformance with Nevada County site development standards that show the land area and project being proposed.
2. Meet with County Planning Staff to review project and confirm proposed General Plan and Zoning Designations. Additionally, meet with County staff to obtain original solar project Initial Study and Mitigated Neg. Dec. documentation to be utilized in preparation of new project.
3. Prepare and preliminary grading and drainage plan in conformance with Nevada County Land Use Permit Standards (part of original contract).
4. Coordinate with Project Architect to obtain floorplans, building elevations, project rendering, preliminary landscaping plan, parking and building lighting detail, and signage details (utilize from original contract).
5. Prepare lighting and signage plan in conformance with Nevada County Standards (utilize from original contract).
6. Prepare Project Description and GPA and Re-Zoning Justification assessment.
7. Complete GPA, Rezoning and Use Permit application forms and associated checklists.
8. Prepare and submittal GPA, Rezoning and Use Permit application packet in conformance with Nevada County Land Use Application Submittal Standards.

### **SCO – Environment Compliance Start Up and Coordination**

1. Review project documentation
2. Coordinate with biologist to provide updated biological report current within five (5) years.

### **SCO – CEQA compliance**

1. Prepare Admin Draft IS/MND
2. Revise Draft IS/MND for public review in response to County Comments
3. Prepare distribution for IS/MND, including mailing lists and submittal to State
4. Clearing House (SCH).
5. Prepare Final IS/MND and Responses to Comments.

### **SCO – Meetings and Public Hearing**

1. Attend various County Staff meeting and adjust and modify plan as needed.
2. Attend one Planning Commission Public Hearing and one Board of Supervisor hearing required for County approval.

### **WDSA – Project Management/Coordination/Meetings**

1. Attend various County Staff meeting and adjust and modify plan as needed.
2. Attend one Planning Commission Public Hearing and one Board of Supervisor



hearing required for County approval.

3. Assist Consultant and County in this process.

**EXHIBIT "B"**  
**SCHEDULE OF CHARGES AND PAYMENTS**  
**WALLIS DESIGN STUDIO ARCHITECTS, INC -**

Contractor will be paid for professional services in accordance with the following schedule in an amount not to exceed \$124,227 through June 30, 2023.

<b>Professional Services</b>	<b>Fee</b>
1. Pre-Design Services	\$760.00
2. Schematic Design Services	\$12,350.00
3. Design Development Services	\$7,600.00
4. Construction Document Services	\$15,200.00
<b>Hourly Not to Exceed Services:</b>	
5. Architect Contingency	\$1,000.00
6. Construction Phase Services	\$5,000.00
7. Bidding Phase Services	\$1,000.00
<b>CONSULTANT SERVICES</b>	
1. Civil Engineering	\$13,125.00
2. Structural Engineering	\$4,725.00
3. Mechanical and Plumbing Engineering	\$8,032.00
4. Electrical Engineering	\$7,245.00
5. Fire Sprinkler Engineering	\$4,200.00
6. Cost Estimating	\$3,150.00
7. Geotechnical Services	\$4,620.00
8. Landscape Architect	\$5,040.00
9. Surveyor Services	\$1,890.00
10. Septic System Services	\$9,540.00
11. Presentation Renderings (1)	\$1,320.00
<b>Additional Services</b>	
1. Permit Application, exhibits	\$7,480.00
2. Environmental Compliance Start-	\$550.00
3. CEQA Compliance	\$4,400.00
4. Meetings and Public Hearings	\$2,750.00
5. Project Management/Coordination/Meetings	\$2,500.00
<b>PRINTING EXPENSES</b>	
1. Four sets of documents in AutoCAD format	\$750.00
<b>HOURLY BILLING RATES</b>	
Principal	\$150.00
Architect	\$130.00
Project Management	\$120.00
Designer II	\$115.00
Designer I	\$105.00
Administrative/Clerical	\$90.00
Expert Witness	\$300.00

Contractor shall submit invoices monthly for services provided. Payment terms are net 30 days from receipt of invoices by County.

Invoices shall be submitted to:

County of Nevada  
Health & Human Services Agency - Fiscal  
950 Maidu Ave  
Nevada City, CA 95959