



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

Heba El-Guindy,
Director of Public Works

NEVADA COUNTY BOARD OF SUPERVISORS
Board Agenda Memo

MEETING DATE: August 22, 2023

TO: Board of Supervisors

FROM: **Heba El-Guindy, Director of Public Works**

SUBJECT: Resolution to Award the Contract to Mark Thomas & Company, Inc. for Construction Management and Inspection Services for the Electric Bus Charging Station Project, Nevada County Operations Center (NCOC) Phase-1, California Air Resources Board (CARB) Grant G20-NS-001, County Project No. 889830, for a Total Amount of \$76,610.05 and Authorizing the Chair of the Board of Supervisors to Execute the Contract - District All

RECOMMENDATION: Approve the attached Resolution

FUNDING: This project at the Nevada County Operations Center (NCOC) is funded by Environmental Protection Agency (EPA) FY 2019/20 Targeted Airshed Grant (EPA-OAR-OAQPS-20-01) funds via Sub-grantee Contract No. G20-NS-001 with the California Air Resources Board (CARB), and by State Transit Assistance (STA) funds, and is included in FY 2023/24 Transit Services budget. No budget amendment is necessary, and there is no impact to the General Fund.

BACKGROUND: On May 30, 2023, the County released a Request for Proposals (RFP) for professional engineering services for Construction Management and Inspection functions. On June 30, 2023 one (1) proposal was submitted by Mark Thomas & Company, Inc. The proposal was reviewed by a panel formed of County staff and evaluated based on a scoring methodology identified in the RFP. The submitted proposal met the work requirements and Mark Thomas & Company, Inc. was selected to provide the Construction Management and Inspection services for a proposed amount not to exceed \$69,645.50, plus a 10% contingency of \$6,964.55 for a total amount of \$76,610.05. The attached Contract between the County of Nevada and Mark Thomas & Company, Inc. will begin in August 2023, to coincide with the construction of the electric bus charging station at the NCOC.

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

Attachments:

- Resolution to Award the Construction Management and Inspection Services Contract to Mark Thomas & Company, Inc.
- Standard Long Form Professional Services Contract between Nevada County and Mark Thomas & Company, Inc.