



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

David Garcia  
Director of Public Works

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

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**MEETING DATE:** December 10, 2024

**TO:** Board of Supervisors

**FROM:** David Garcia, Director of Public Works

**SUBJECT:** Resolution approving Amendment No. 1 to Contract with Nelson Engineering for Professional Engineering Services for an increase of \$35,000 to a maximum not to exceed amount of \$75,000 for engineering services and authorizing the Purchasing Agent to Increase the Encumbrance.

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**RECOMMENDATION:** Approve the attached Resolution.

**FUNDING:** Funding for this contract amendment will be provided by fees for services in the Fiscal Year 2024/25 Road Engineering budget. Currently, there is enough budget in Road Engineering and a budget amendment is not necessary at this time. There is no impact to the County general fund.

**BACKGROUND:** On August 8, 2024, the Nevada County Purchasing Agent approved Purchase Order PESS4743 with Nelson Engineering for “on-call” professional engineering services. The contract was approved for the term of July 1, 2024, through June 30, 2025, for a not-to-exceed contract amount of \$40,000.

Recent staffing shortages has increased the need for additional “on-call” engineering services this fiscal year. Staff is proposing an increase in the maximum not-to-exceed contract amount from \$40,000 to \$75,000 to provide sufficient funds for professional engineering services for 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:** David Garcia, Director of Public Works