



# RESOLUTION No. 24-573

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

**RESOLUTION APPROVING EXECUTION OF AMENDMENT NO. 1 TO THE CONTRACT WITH CALIFORNIA PROFESSIONAL MANAGEMENT (CPM) FOR CONSTRUCTION MANAGEMENT SERVICES FOR THE BRUNSWICK COMMONS RESOURCE CENTER, TO INCREASE THE MAXIMUM CONTRACT PRICE FROM \$25,000 TO \$44,690 (AN INCREASE OF \$19,690), REVISE EXHIBIT "A", SCHEDULE OF SERVICES, AND REVISE EXHIBIT "B", SCHEDULE OF CHARGES AND PAYMENTS TO REFLECT THE INCREASE IN THE MAXIMUM CONTRACT PRICE AND THE EXTENSION F THE EXPIRATION DATE THROUGH APRIL 30, 2025 (PESR4881)**

WHEREAS, the Board authorized the purchase of the property located at 1105 Sutton Way, Grass Valley CA for the purpose of providing homeless services on August 23, 2022, per Resolution 22-464; and

WHEREAS, the Board approved Wallis Design Studios to prepare the plans and specifications for the Brunswick Commons Resource Center Project January 24, 2023, per Resolution 23-038; and

WHEREAS, the Board approved the construction documents and authorized the solicitation of bids for construction on December 5, 2023, per Reso 23-576; and

WHEREAS, the construction contract was awarded on October 8, 2024, per Resolution 24-526; and

WHEREAS, on February 12, 2024, per Purchasing Order PESR4881, the Nevada County Purchasing Agent authorized the execution of the Professional Services Contract between the County of Nevada and WLC Construction Services, Inc. DBA California Professional Management (CPM) pertaining to plan review of the proposed Brunswick Commons Resource Center and Construction Project Management Services; and

WHEREAS, the parties desire to amend their Agreement to increase the contract price from \$25,000 to \$44,690 (an increase of \$19,690), revise Exhibit "A" Schedule of Services to incorporate an increase in Construction Management Services and amend Exhibit "B" Schedule of Charges and Payments to reflect the increase in the maximum contract price and a term extension to April 30, 2025.

NOW, THEREFORE, BE IT RESOLVED by the Board of Supervisors of the County of Nevada, State of California, that the Amendment No. 1 to the Professional Services Contract by and between County and California Professional Management (CPM) pertaining to construction management services for the Brunswick Commons Resource Center for the contract term of July 1, 2024, through April 30, 2025, in the maximum amount of \$44,690 be and hereby is approved, and that the Chair of the Board of Supervisors be and is hereby authorized to execute the Amendment on behalf of the County of Nevada.

PASSED AND ADOPTED by the Board of Supervisors of the County of Nevada at a regular meeting of said Board, held on the 12th day of November 2024, by the following vote of said Board:

Ayes: Supervisors Heidi Hall, Edward C. Scofield, Lisa Swarthout, Susan Hoek, and Hardy Bullock.

Noes: None.

Absent: None.

Abstain: None.

Recuse: None.

ATTEST:

TINE MATHIASSEN  
Chief Deputy Clerk of the Board of Supervisors

By: 

  
Hardy Bullock, Chair

**AMENDMENT NO. 1 TO THE  
CONTRACT BETWEEN THE COUNTY OF NEVADA  
AND CALIFORNIA PROFESSIONAL MANAGEMENT (CPM)**

**THIS AMENDMENT NO. 1** is executed this November 12, 2024, by and between WLC Construction Services, Inc. DBA California Professional Management (CPM), hereinafter referred to as "Contractor" and COUNTY OF NEVADA, hereinafter referred to as "County".

WHEREAS, this Amendment No. 1 will amend the prior Agreement between the parties entitled Professional Services Contract, executed on February 12, 2024, per Purchase Order No. PESR4881; and

WHEREAS, the parties desire to amend their Agreement to increase the contract price from \$25,000 to \$44,690 (an increase of \$19,690), revise Exhibit "A" Schedule of Services to incorporate an increase in construction management services and amend Exhibit "B" Schedule of Charges and Payments to reflect the increase in the maximum contract price and a term extension to April 30, 2025.

NOW, THEREFORE, the parties hereto agree as follows:

1. That Amendment #1 shall be effective as of October 30, 2024.
2. That Maximum Contract Price shall be amended to the following:  
\$44,690.
3. That the Schedule of Services, Exhibit "A" is amended to the revised Exhibit "A" attached hereto and incorporated herein.
4. That the Contract Termination Date is amended to the following:  
April 30, 2025.
5. That the Schedule of Charges and Payments, Exhibit "B" is amended to the revised Exhibit "B" attached hereto and incorporated herein.
6. That in all other respects the prior agreement of the parties shall remain in full force and effect except as amended herein.

**COUNTY:**

By: H.B. Bullock.  
Chair of the Board of Supervisors

**ATTEST:**

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Clerk of the Board

**CONTRACTOR:**

By: Jeff Miller  
CPM  
Jeff Miller, Principal  
10600 Trademark Parkway N. Ste 405  
Rancho Cucamonga, CA 91730  
Phone: (916) 221-1768  
[jmiller@cpmcrew.com](mailto:jmiller@cpmcrew.com)

**EXHIBIT A**  
**SCHEDULE OF SERVICES (AMENDMENT NO. 1)**

This Agreement is entered into by and between the County of Nevada Housing and Community Services Division, herein referred to as "County", and California Professional Management (CPM), herein referred to as "Contractor" to provide the following services:

**Constructability Review**

Contractor will provide a review of the plans and specifications for the construction of the Brunswick Commons Resource Center to be located at 1105 Sutton Way, Grass Valley CA 95945. Review of the construction documents shall provide feedback, recommended correction, amendments and or modifications to ensure the project can be constructed using construction methods, materials and techniques in compliance with Best Industry Practices the Design Documents and applicable building codes to provide the contractor or contractors, as applicable, with clear, concise information that can be utilized to prepare a competitive cost-effective proposal constructable project and when constructed will result in a facility that can be maintained in a cost-effective manner over their useful life of the facility.

**Construction Management Consulting Services**

Contractor shall provide construction management consulting services on an as needed basis to the Nevada County Health and Human Services Agency- Housing Division to support the construction remodel project at the Brunswick Commons Resource Center to be located at 1105 Sutton Way, Grass Valley CA 95945.

Project tasks shall include but are not limited to:

1. Construction Phase

- Conduct Preconstruction meeting
- All management of documents, logs, and FTP site
- Review of potential change orders, estimator review not included
- Review pay applications, recommend for payment, provide tracking log
- Monthly site record meetings, distribute meeting minutes
- One video meeting per month
- Review contractor schedules and advise
- Process RFIs and submittals, provide tracking logs
- Coordinate close out procedures, commissioning, punch lists, final inspections

2. Closeout Phase

- Compile close out documents from contractor
- Confirm punch lists are complete
- Compile warranties, operations and maintenance manuals
- Coordinate any product training necessary
- Process final pay application, gather final releases
- On stand-by during the warranty period

3. Other tasks requested as identified during the course of the project:



**EXHIBIT B**  
**SCHEDULE OF CHARGES AND PAYMENTS (AMENDMENT NO. 1)**

Maximum Limit & Fee Schedule

Contractor's compensation shall be paid at the schedule shown below and shall include travel. Reimbursement of lodging and miscellaneous expenses is not authorized. All expenses of Contractor, including any expert or professional assistance retained by Contractor to complete the work performed under this contract shall be borne by the Contractor. Reimbursable expenses are anticipated to be limited to the following: shipping, printing, and any testing services or inspection services requested. The reimbursement shall be the direct cost plus 10%.

The total of all payments made under this Contract shall not exceed \$44,690 for the contract term of November 20, 2023 to April 30, 2025.

The COUNTY shall pay the CONTRACTOR for Construction Management Services prescribed herein as follows:

<b>Phase</b>	<b>Amount not to Exceed</b>
Constructability Review	\$ 9,000
Construction Management Consulting Services (As Needed)	\$35,690
<b>Fee Schedule for Additional Services as Requested</b>	
Project Manager/Principal	\$260 per hour
Senior Program Manager	\$240 per hour
Technical Resources	\$145 per hour

Any additional increase in Construction Management Services requested by the CONTRACTOR would require a Contract modification approved by the Board of Supervisors and be based upon the hourly rate stated above.

Invoices

Invoices shall be submitted to County in a form and with sufficient detail as required by County. Work performed by Contractor will be subject to final acceptance by the Contract Administrator.

Submit all invoices to: Nevada County HHSA – Housing and Community Services Division

Attn: Rob Choate  
950 Maidu Ave, Ste 120  
Nevada City, CA 95959

Payment Schedule

The County will make payment within thirty (30) days after the billing is received and approved by County. Unless otherwise agreed to by County, all payments owed by County to Contractor under this Contract shall be made by Automated Clearing House (ACH). In the event County is able to release payment by ACH the Contractor agrees to accept payment by County warrant.