



Information and General Services Department

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NEVADA COUNTY BOARD OF SUPERVISORS

Board Agenda Memo

MEETING DATE: August 9, 2022

TO: Board of Supervisors

FROM: Steve Monaghan, Chief Information Officer

SUBJECT: Approve the award of competitive Bid No. 156898 to Premier Floors of Grass Valley, CA for Floor Covering Installation Services – Annual Contract in the maximum amount of \$150,000 for the term of July 1, 2022 through June 30, 2023 and approve the option to renew the resulting blanket purchase order for two additional one year periods.

RECOMMENDATION: Adopt the Resolution

FUNDING: The Floor Covering BPO is \$150,000 and funds are not encumbered until services are provided. The projects will be encumbered as they come to fruition in the Facilities Management budgets as appropriate. A budget amendment will be included in the Consolidated Budget Amendment as needed to acknowledge the funding source of the projects.

BACKGROUND:

The Facility Services Division is responsible for maintaining buildings throughout Nevada County. In support of its maintenance operations, the Department has a continuing need for an annual contract for floor covering installation and repair services. The annual contract is used for small floor covering projects and repairs as needed.

Facility Services enlisted the assistance of the Purchasing Division to develop Invitation for Bids No. 156898 for Floor Covering Installation Services Annual Contract. The bid was solicited and advertised in accordance with the Public Contract Code. Various flooring contractors and contractor's associations were notified of the bid via email and the advertisement was published in the Union and on the County's website, thirteen firms accessed the bid documents on Public Purchase, and a formal bid response was received from one (1) firm, Premier Floors of Grass Valley, CA. Reasons cited by firms for not bidding include: inability to comply with the bid bond requirement and bid excludes minimum purchase.

Premier Floor's bid pricing appears reasonable and in alignment of fair market prices.

Based on the evaluation of the bid response received, Premier Floors as the sole responding bidder has been deemed responsive and responsible. The recommended contractor possesses a valid California C-15 Flooring and Floor Covering license and is registered with the Department of Industrial Relations. Facility Services concurs with Purchasing's recommendation to award an Annual Contract and execute a Blanket Purchase Order to Premier Floors of Grass Valley, CA in the annual amount not to exceed \$150,000.

Your Board's approval is required to proceed with the award of Bid No. 156898 in the maximum amount of \$150,000.

Item Initiated by: Desiree Belding
Approved by: Steve Monaghan