



COUNTY OF NEVADA
COMMUNITY DEVELOPMENT AGENCY
DEPARTMENT OF PUBLIC WORKS
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File: 210.204 002

NEVADA COUNTY BOARD OF SUPERVISORS
Board Agenda Memo

MEETING DATE: June 26, 2018

TO: Board of Supervisors

FROM: Joshua Pack, Principal Civil Engineer

SUBJECT: **Approval of Contract with Nelson Engineering for Professional Surveying Services for County Surveyor Functions for Fiscal year 2018/19, for a maximum amount not to exceed \$100,000 and Appointment of Kevin Nelson as County Surveyor for the County of Nevada and Authorizing the Chair of the Board of Supervisors to Execute the Contract.**

RECOMMENDATION: Approve the attached resolution.

FUNDING: Funding is for FY 2018/19 and impacts the Surveyor budget. These funds are budgeted and there is no additional impact to the General Fund. A budget amendment is not required.

BACKGROUND:

On April 24, 2018 the Board of Supervisors adopted Resolution 18-157, approving the release of a Request for Qualifications (RFQ) for professional surveying services for County Surveyor functions. On May 23, 2018 seven (7) proposals were submitted to the County. The proposals were reviewed by an in-house selection panel and evaluated based on a scoring methodology identified in the RFQ. Nelson Engineering was selected as the firm to provide these services for a maximum amount not to exceed \$100,000. The contract will run from July 1, 2018 thru June 30, 2019 and will be eligible for up to four (4) additional one-year renewals.

Government Code section 27550 provides that the County Surveyor shall be a person authorized to practice land surveying in the State of California, and that by ordinance the County Surveyor may be appointed by and serve at the will of the Board of Supervisors. Section A-II 42.6.4 of the Nevada County Administrative Code provides that the Nevada County Surveyor shall be appointed by the Board of Supervisors and shall serve at the will and pleasure of the Board of Supervisors. As part of the proposed contract with Nelson Engineering, staff proposes that Kevin Nelson serve as the County Surveyor beginning July 1, 2018.

Item Initiated by: Joshua Pack, Principal Civil Engineer
Approved by: Trisha Tillotson, Director of Public Works

Submittal Date: June 5, 2018
Revision Date: