



Information and General Services Department

Facilities Management

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NEVADA COUNTY BOARD OF SUPERVISORS

Board Agenda Memo

MEETING DATE: May 14, 2019

TO: Board of Supervisors

FROM: Steve Monaghan – IGS-Facilities Management

SUBJECT: Resolution approving a Personal Services Contract between the County of Nevada and NORR Associates, Inc., for architectural engineering services in the maximum contract amount of \$50,000 and authorizing the Chair to execute the Contract (Facilities Management)

RECOMMENDATION: Adopt the Resolution

FUNDING: Nine firms were selected and will be asked to propose on various County projects with budgeted design fees of less than \$50,000. Funding for these services will be paid from the Capital Facilities budget and reimbursed from various County budgets as services are required. A budget amendment will not be required at this time and there is no additional impact on the General Fund.

BACKGROUND:

County facilities are continually met with requests for urgent and other planned construction and renovation projects. The intent of these Contracts will be to establish a qualified, multi-discipline list of design professionals to work on specific projects as they arise.

Resolution 18-602 authorized a Request for Qualifications to be issued. Fifteen Statements of Qualification were received, and a committee was formed to review and select firms based on their experience and qualifications for the Qualified List. The following nine consultants were chosen:

1. ADKO Engineering of Nevada City
2. Bennett Engineering of Roseville
3. The Engineering Enterprise of Auburn
4. Glass Architects of Santa Rosa
5. LDA Partners, Inc., of Stockton
6. Lumos & Associates, Inc., of Stateline, Nevada
7. NORR Associates, Inc., of Sacramento
8. RFE Engineering, Inc., of Roseville
9. Wallis Design Studio Architects of Grass Valley

Individual assignments will be awarded on an as-needed basis. The County may assign work by soliciting proposals from one or more of the Consultants approved from the Qualified List depending on the type of work required, estimated dollar

value of the contract, experience and expertise required for the work, consultant's current workload, ability to respond, or other criteria. The County will reserve the right to unilaterally assign work to any of the awarded firms, as it deems prudent.

This Resolution will authorize the Purchasing Agent to solicit bids from the Qualified List for design and engineering services as they arise and to award up to a maximum contract amount of \$50,000. The budget for these services will not exceed \$250,000 annually.

Each personal services contract is presented for approval in separate board items concurrently.

Item Initiated: Justin Drinkwater

Approved by: Steve Monaghan