



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

Panos Kokkas  
Director of Public Works

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**NEVADA COUNTY SANITATION DISTRICT NO. 1**  
**BOARD OF DIRECTORS**  
**Board Agenda Memo**

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**MEETING DATE:** 11/16/21

**TO:** Board of Supervisors

**FROM:** Panos Kokkas, Director of Public Works,

**SUBJECT:** **Resolution Approving the Adoption of Plans and Specifications for the Repair Work for Lift Station 26; Authorizing the Purchasing Agent to Solicit Bids, and Authorizing the Director of Public Works to Award and Execute a Construction Contract to the Lowest Responsive and Responsible Bidder (not to exceed \$49,000.00), or to Reject all Bids, and Authorizing the Auditor-Controller to Encumber the Contract and Amend the FY 2021/2022 Budget. (4/5 Affirmative Vote Required)**

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**RECOMMENDATION:** Approve the attached Resolution

**FUNDING:** Funding is for Fiscal Year 2021/22 and fund balance in the Sanitation District LWW budget will be used. There is no impact on the General Fund.

**BACKGROUND:** The Sanitation District operates and maintains 34 lift stations throughout the District. One of these lift stations was damaged due to a fallen tree that landed on a portion of the structure causing significant damage. While the equipment inside of the structure was not damaged, the structure did sustain damage and will need to be replaced in order to protect the electrical and mechanical equipment of this critical piece of infrastructure. This project is time sensitive since the electrical and mechanical components inside the structure are susceptible to wet weather conditions.

With that urgency in mind, the Sanitation District requests approval to:

1. Adopt the plans and specifications for the repair work for this lift station.
2. Authorize the Purchasing Agent to solicit bids.
3. Authorize the Director of Public Works to execute a construction contract with the lowest responsive and responsible bidder, provided the contract amount does not exceed \$49,000 and execute change orders pursuant to Article 9 of the Contract, up to the total contingency amount, or to reject all bids if necessary.
4. Authorizes the Auditor-Controller to encumber the contract bid amount to include a 15% contingency.

5. Authorizes the Auditor-Controller to amend the Fiscal Year 2021/2022 budget and release fund balance.

These actions will allow the Sanitation District to solicit competitive bids, expedite the contract award, and proceed with construction of this time sensitive project.

The cost for this project has been estimated not to exceed \$49,000.00, and approval would be contingent on the total project cost not to exceed that total amount. If the lowest responsive and responsible bid exceeds the estimate, staff will either bring this item back to the board for approval or reject all bids.

**Item Initiated by: Brad Torres, Wastewater Operations Manager**  
**Approved by: Panos Kokkas, Director of Public Works**

Submittal Date: October 28, 2021  
Revision Date: November 2, 2021