

**MEMORANDUM
DEPARTMENT OF FACILITY SERVICES
COUNTY OF PLACER**

To: **BOARD OF SUPERVISORS**

Date: **April 21, 2009**

From: ~~JAMES DURFEE~~ / JOEL SWIFT

Subject: **TAHOE ADMINISTRATION BUILDING REROOF, PROJECT 4789
NOTICE OF COMPLETION**

ACTION REQUESTED / RECOMMENDATION: Adopt the attached Resolution accepting the Tahoe Administration Building Reroof, Project No. 4789, located at 565 W. Lake Boulevard in Tahoe City, as complete and authorize the Director of Facility Services to execute and record the Notice of Completion.

BACKGROUND: On June 26th, 2007, your Board approved plans and specifications and authorized staff to solicit bids and authorized the Director of Facility Services to execute the resulting construction contract for the Tahoe Administration Building Reroof, Project No. 4789. A condition of the County's lease agreement with the building owner is that the County is responsible for building maintenance expenses, including the roof. On August 8, 2007 the County received 5 bids, and a contract was awarded to A. Jerry Ortiz Roofing, in the amount of \$98,000.

This project consisted of the removal and replacement of the entire existing roof, damaged roof decking, exterior soffits, and the removal of out-looker beams. The existing fascia was removed, replaced, and flashed in sheet metal. During the course of construction one Contract Change Order (CCO), a credit, totaling \$835.62 was approved to reimburse the County for work done to repair a water line damaged by the Contractor.

County staff has inspected the work performed on the project. All punch list items have been completed and the project has been accepted by staff as complete.

In order to close out the Tahoe Administration Building reroof project, it is requested that your Board accept the project as complete and authorize the Director of Facility Services to execute and record the Notice of Completion.

ENVIRONMENTAL CLEARANCE: This project is exempt from the California Environmental Quality Act pursuant to Section 15301 – Existing Facilities. This section provides an exemption for projects involving the maintenance of existing public or private facilities where no expansion of use will result.

FISCAL IMPACT: The total construction contract cost for the Tahoe Administration Building Reroof project is \$98,000. A credit of \$835.62 was issued to reimburse the County for damages caused by the Contractor. There is sufficient funding appropriated in the Capital Projects Fund for this project.

ATTACHMENT: RESOLUTION

JD:MD:RU:HB

CC: COUNTY EXECUTIVE OFFICE

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Before the Board of Supervisors County of Placer, State of California

In the matter of: A RESOLUTION APPROVING
AND AUTHORIZING THE DIRECTOR
OF FACILITY SERVICES TO EXECUTE AND
RECORD THE NOTICE OF COMPLETION
FOR THE TAHOE ADMINISTRATION BUILDING REROOF
PROJECT NO. 4789

Resol. _____
Ord. _____
Reading _____

The following RESOLUTION was duly passed by the Board of Supervisors of the County of Placer at a regular meeting held _____, by the following vote on roll call:

Ayes:

Noes:

Absent:

Signed and approved by me after its passage.

Chairman, Board of Supervisors

Attest:
Clerk of said Board

BE IT RESOLVED by the Board of Supervisors, County of Placer, State of California, that the attached Notice of Completion for the Tahoe Administration Building Reroof Project No. 4789, is hereby approved; and

BE IT FURTHER RESOLVED that the Director of Facility Services is hereby authorized to execute said Notice of Completion on behalf of the Board of Supervisors and the County of Placer and cause the same to be recorded.

ATTACHMENTS: NOTICE OF COMPLETION
SUPPLEMENTAL INFORMATION SHEET

**NOTICE OF COMPLETION
SUPPLEMENTAL INFORMATION SHEET**

DATE: APRIL 21, 2009

PROJECT NO: 4789

PROJECT NAME: TAHOE ADMINISTRATION BUILDING REROOF

FUND/BUDGET UNIT/ACCOUNT NO: 140 / 107830 / 04789

CONTRACTOR: A JERRY ORTIZ ROOFING

SUMMARY OF EXPENDITURES

ORIGINAL CONTRACT AMOUNT	\$ 98,000.00
CONTRACT CHANGE ORDERS - CREDIT	\$ <u><835.62></u>
TOTAL CONTRACT EXPENDITURES	\$ 97,164.38

CHANGE ORDER NO.	CONTRACT CHANGE ORDER SUMMARY BRIEF DESCRIPTION	AMOUNT EXPENDED
1	A water valve was broken when the Contractor removed the dumpster. The Contractor notified the County, and Facility Services was dispatched to turn off the water and repair the water line and valve. This credit reimburses the County for the repairs that had to be made.	-\$835.62
	TOTAL CHANGE ORDER AMOUNT	<\$835.62> CREDIT