


PLACER COUNTY

ADMINISTRATIVE SERVICES DEPARTMENT

MEMORANDUM

TO: Honorable Board of Supervisors

FROM: Clark L. Moots, Director of Administrative Services 

DATE: July 12, 2011

SUBJECT: Recommendation to Adopt the Attached Resolution Accepting the Satellite Dish Foundation Construction, Contract No. KN020996, as Complete and Authorizing the Director of Administrative Services to Execute and Record the Notice of Completion.

ACTION REQUESTED

Adopt the attached Resolution accepting the Satellite Dish Foundation Construction Project, Contract No. KN020996, as complete and authorize the Director of Administrative Services to execute and record the Notice of Completion.

BACKGROUND:

On November 23, 2010, your Board authorized the Director of Administrative Services and the Purchasing Manager to negotiate and execute the necessary contract to support the construction of a reinforced concrete satellite dish foundation comprised of dish antenna pipe masts, grounding system, conduits, and coaxial cabling to support the County's satellite systems.

The Administrative Services Department currently maintains the County's satellite systems supporting the OES Emergency Operation Center and the CEO's Organizational Development Division located in the Dewitt Government Center. These systems are used to download critical Federal, State and Local Public Safety, Health Services training and communications broadcasts including the State of California's OASIS Emergency satellite voice and data services that are only available via private satellite systems.

Bid No. 10061 was released by the Procurement Division to solicit competitive bids from qualified contractors for the construction of the Satellite Dish Foundation Construction Project. Eight (8) bids were received and on April 27, 2011 the Procurement Division awarded KN020996 in the amount of \$15,290.88 to Koch Excavating, Inc of Penn Valley, CA. During the course of the contract, one (1) Contract Change Order totaling \$1,000 was approved to complete the project in accordance with the intended scope of the plans and specifications.

On June 14, 2011, final testing and inspection of all work to support the reinforced concrete satellite dish foundation infrastructure was completed by the Administrative Services Department. All punch list items have been addressed and the project has been accepted by staff as complete.

In order to close out the Satellite Dish Foundation Construction, Contract No. KN020996, it is requested that your Board accept the project as complete and authorize the Director of Administrative Services to execute and record the Notice of Completion.

ENVIRONMENTAL

The project is exempt under CEQA Guidelines Section 15303, New Construction or Conversion of Small Structures. No additional environmental documentation is required.

FISCAL IMPACT

The total project costs for the construction of the Satellite Dish Foundation Project was \$16,290.88. Funding for the construction of the Satellite Dish Farm was budgeted by the Capital Project Fund – Project No. 4816.

Cc: Ron Baker, Senior Administrative Services Officer
Sandy Hammock, Senior Administrative Services Officer
Jerry Gamez, Assistant Director
MeiLung Fore Koch, Koch Excavating, Inc.

Attachment(s)

Recording requested by: ADMINISTRATIVE SERVICES DEPARTMENT

When recorded return to: Kris Woods
Placer County Administrative Services Department
2962 Richardson Drive, Auburn CA 95603

**NOTICE OF COMPLETION
RES. NO.**

**Project Name: Placer County Information Technology Satellite Dish
Foundation Construction Contract No. KN020996**

NOTICE IS HEREBY GIVEN, pursuant to California Civil Code Section 3093, that the following Contractor, to wit:

**Koch Excavating, Inc.
P.O. Box 909
Penn Valley, CA 95946**

performed and completed, for the County of Placer, State of California, the following contract, structure or work of improvement, to wit:

**Placer County Information Technology Satellite Dish
Foundation Contract No. KN020996
Auburn, CA 95603**

The satellite dish infrastructure shall be owned and operated by Placer County Information Technology's Media Services Group. Said work was accepted on June 14, 2011.

Executed this _____ day of _____ 2011, at Auburn, California. I declare under penalty of perjury that the foregoing is true and correct.

CLARK L. MOOTS, DIRECTOR
ADMINISTRATIVE SERVICES DEPARTMENT
COUNTY OF PLACER

STATE OF CALIFORNIA)ss
COUNTY OF PLACER)

On _____ before me _____, Notary Public, personally appeared _____, proved to me on the basis of satisfactory evidence to be the person whose name is subscribed to the within instrument and acknowledged to me that he executed the same in his authorized capacity, and that by his signature on the instrument the person or the entity upon behalf of which the person acted, executed the instrument. I certify under PENALTY OF PERJURY under the laws of the State of California that the foregoing paragraph is true and correct.

WITNESS my hand and official seal.

**NOTICE OF COMPLETION
SUPPLEMENTAL INFORMATION SHEET**

DATE: July 12, 2011

PROJECT NO: KN020996

PROJECT NAME: Placer County Information Technology Satellite Dish Foundation Construction

FUND/BUDGET UNIT: 10780 / 107840

CONTRACTOR: KOCH EXCAVATING, INC.

SUMMARY OF EXPENDITURES

ORIGINAL CONTRACT AMOUNT	\$ 15,290.88
CONTRACT CHANGE ORDERS	\$ 1,000.00
TOTAL CONTRACT EXPENDITURES	\$ 16,290.88

CHANGE ORDER NO.	CONTRACT CHANGE ORDER SUMMARY BRIEF DESCRIPTION	AMOUNT EXPENDED
1	Provide and spread 24 tons of gravel/rock in Satellite Dish construction area to prevent erosion and mitigate any soil residues from being tracked into Com/IT Computer Room Facilities (Side A/B).	\$1,000.00
	Total Change Orders	\$ 1,000.00

460

**BEFORE THE BOARD OF SUPERVISORS
COUNTY OF PLACER, STATE OF CALIFORNIA**

**In the matter of: A RESOLUTION APPROVING
AND AUTHORIZING THE DIRECTOR OF
ADMINISTRATIVE SERVICES TO EXECUTE
AND RECORD THE NOTICE OF COMPLETION
FOR THE PLACER COUNTY INFORMATION
TECHNOLOGY SATELLITE DISH FOUNDATION
CONSTRUCTION PROJECT.**

Resol. No: _____

Ord. No: _____

First Reading: _____

**The following Resolution was duly passed by the Board of Supervisors
of the County of Placer at a regular meeting held _____, 2011,
by the following vote on roll call:**

Ayes:

Noes:

Absent:

Signed and approved by me after its passage.

Chair, 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 Placer County Information Technology Satellite Dish Foundation Construction Project and in accordance with contract KN020996, is hereby approved; and

WHEREAS, Placer County Information Technology's Media Services Group shall own and operate the telecommunications improvements upon execution of said Notice of Completion of the project; and

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

