



**M E M O R A N D U M**  
**FACILITIES MANAGEMENT**  
**BUILDING MAINTENANCE DIVISION**  
County of Placer

TO: Board of Supervisors DATE: June 23, 2020  
FROM: Steve Newsom, Director of Facilities Management  
By: Charlie Fralick, Senior Project Manager  
SUBJECT: Building Maintenance / Notice of Completion / Placer County Administrative Center, Cooling Tower Replacement Project / 145 Fulweiler Avenue, Auburn, CA 95603

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**ACTION REQUESTED**

Adopt a Resolution accepting the Placer County Administrative Center Cooling Tower Replacement Project, located at 145 Fulweiler Avenue, Auburn, CA 95603, as complete and authorizing the Director of Facilities Management, or designee, to sign and record the Notice of Completion for the contract with ACCO Engineered Systems, Inc.

**BACKGROUND**

On July 23, 2019, your Board approved Plans & Specifications and authorized the Director of Public Works and Facilities, or designee, to award and execute a construction contract not-to-exceed \$92,058.59. Your Board also authorized any necessary change orders consistent with the County Purchasing Manual and Section 20142 of the Public Contract Code.

On September 3, 2019, a contract was executed with ACCO Engineered Systems, Inc. in the amount of \$92,058.59. During construction, no change orders were executed. The total construction cost was \$92,058.59.

Building Maintenance staff have inspected the work performed on the project and found it to be consistent with the approved plans and specifications. All punch list items have been addressed and the project has been accepted by staff as complete.

In order to close out the project, it is recommended that your Board accept the project as complete and authorize the Director of Facilities Management, or designee, to execute the final and record the Notice of Completion.

**ENVIRONMENTAL IMPACT**

This project is exempt from review pursuant to CEQA guidelines Section 15301 – Existing Facilities which exempts activities associated with the operation, repair, and maintenance of existing public or private structures or facilities not expanding existing uses.

**FISCAL IMPACT**

The total estimated cost of the Placer County Admin Center Cooling Tower Replacement Project was \$92,058.59. The actual cost at completion is \$94,653.72 which includes staff time of \$2,595.13. This project was included in the FY 2019-20 Capital Projects Fund, PJ00172 Major Maintenance, and is now complete.

**ATTACHMENTS**

Resolution

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

**In the matter of:** A Resolution accepting the Placer County Administrative Center Cooling Tower Placement Project, PJ00172, located at 145 Fulweiler Avenue, Auburn, California, as complete and authorizing the Director of Facilities Management, or designee, to sign and record the Notice of Completion for the contract with ACCO Engineered Systems, Inc.

Resolution No.: \_\_\_\_\_

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:

Ayes:

Noes:

Absent:

Signed and approved by me after its passage.

\_\_\_\_\_  
Chair, Board of Supervisors

Attest:

\_\_\_\_\_  
Clerk of said Board

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BE IT RESOLVED, by the Board of Supervisors, County of Placer, State of California, that the Placer County Administrative Center Cooling Tower Replacement Project, performed by ACCO Engineered Systems, Inc., Project No. PJ00172, is accepted and complete; and

BE IT FURTHER RESOLVED, that the Director Facilities Management, or designee, is hereby authorized to sign the Notice of Completion on behalf of the Board of Supervisors and the County of Placer and cause the same to be recorded.

ATTACHMENT:  
NOTICE OF COMPLETION AND SUPPLEMENTAL INFORMATION SHEET

Recording requested by and Return to:  
County of Placer  
Department of Facilities Management  
BUILDING MAINTENANCE  
Attention: Stephanie Selby  
11476 C Avenue, Auburn, CA 95603  
Exempt from Recording Fees – Gov't Code 27383

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**NOTICE OF COMPLETION  
RES. NO.**

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**Project Name: Placer County Admin Center Cooling Tower Replacement Project**

**NOTICE IS HEREBY GIVEN**, pursuant to California Civil Code Section 9204, that the following Contractor, to wit:

**ACCO Engineered Systems, Inc.  
888 East Walnut Street  
Pasadena, CA 91101-1897**

performed and completed, for the County of Placer, 145 Fulweiler Avenue, Auburn, State of California, the following contract, structure, or work of improvement, to wit:

**Placer County Admin Center Cooling Tower Replacement Project  
Project No. PJ00172  
145 Fulweiler Avenue  
Auburn, CA 95603**

The property is owned by the County of Placer in fee. Said work was accepted on March 20, 2020. Projected completion date: April 20, 2020.

Executed this \_\_\_\_\_ day of \_\_\_\_\_ 2020, at Auburn, California. I declare under penalty of perjury that the foregoing is true and correct.

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**STEVE NEWSOM, DIRECTOR  
DEPARTMENT OF FACILITIES MANAGEMENT  
COUNTY OF PLACER**

A notary public or other officer completing this certificate verifies only the identity of the individual who signed the document to which this certificate is attached, and not the truthfulness, accuracy, or validity of that document.

**STATE OF CALIFORNIA )  
COUNTY OF PLACER )**

On \_\_\_\_\_ before me \_\_\_\_\_, Notary Public, personally appeared \_\_\_\_\_, who 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:** May 18, 2020  
**PROJECT NO:** PJ00172  
**PROJECT NAME:** Placer County Admin Center Cooling Tower Replacement  
**FUND/BUDGET UNIT/ACCOUNT NO:** PG120025/PJ00172  
**CONTRACTOR:** ACCO Engineered Systems, Inc.

**SUMMARY OF EXPENDITURES**

<b>ORIGINAL CONTRACT AMOUNT</b>	<b>\$ 92,058.59</b>
<b>CONTRACT CHANGE ORDERS</b>	<b><u>\$ 0.00</u></b>
<b>TOTAL CONTRACT EXPENDITURES</b>	<b>\$ 92,058.59</b>

CHANGE ORDER NO.	CONTRACT CHANGE ORDER SUMMARY BRIEF DESCRIPTION	AMOUNT EXPENDED
01		\$0.00
02		\$0.00
03		\$0.00
04		\$0.00
	Total Change Orders	\$0.00