



**MEMORANDUM**  
**FACILITIES MANAGEMENT**  
**CAPITAL IMPROVEMENTS DIVISION**  
County of Placer

**TO:** Honorable Board of Supervisors                      **DATE:** August 31, 2021  
**FROM:** Steve Newsom, Director of Facilities Management  
**BY:** Lisa James, Senior Project Manager  
**SUBJECT:** Capital Improvements Division / Notice of Completion / Electric Vehicle Charging Stations at Various County-Owned Facilities

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**ACTION REQUESTED**

Adopt a Resolution accepting the Electric Vehicle Charging Stations Project, Project No. PJ00897, located at various County-owned Facilities as complete and authorizing the Director of Facilities Management, or designee, to sign and record the Notice of Completion.

**BACKGROUND**

On November 17, 2020, your Board approved the purchase and installation of six (6) ChargePoint electric vehicle charging stations from ChargePoint, Inc., and adopted a Resolution establishing initial charge rates. The new charging stations located at the Placer County Government Center in Auburn (Community Development Resource Center and Auburn Justice Center) and 1000 Sunset Boulevard in Rocklin were replacement charging stations. This work was completed with the assistance of Building Maintenance staff. The new charging station at the Bill Santucci Justice Center in Roseville (Building B) was installed by Mesa Energy one of the County’s Job Order Contracting (JOC) contractors.

Capital Improvements staff have inspected the work performed on the project and found it to be consistent with ChargePoint’s 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 requested your Board accept the project as complete and authorize the Director of Facilities Management, or designee, to execute 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 final project cost of the Electric Vehicle Charging Station Project is estimated at \$171,210, which includes \$53,213.88 for design, project management, fees, contingency and overhead, and is \$80,123 below the original project cost estimate of \$251,338. This project was budgeted in the FY 2020-21 Capital Fund Budget, Project No. PJ00897. Each individual charging station will be the responsibility of Facilities Management and recorded as County fixed assets.

Honorable Board of Supervisors

August 31, 2021

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Next Steps / Placer County Government Center and Placer County Administrative Center  
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**ATTACHMENTS**

Resolution

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

**In the matter of:** A Resolution accepting the Placer County ChargePoint Electric Vehicle Charging Stations, Project No. PJ00897, located at various County-owned Facilities as complete and authorizing the Director of Facilities Management, or designee, to sign and record the Notice of Completion.

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 on roll call:

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 ChargePoint Electric Vehicle Charging Station Project, Project No. PJ00897 is accepted as 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

Recording requested by and Return to:  
County of Placer  
Department of Facilities Management  
CAPITAL IMPROVEMENTS  
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: Electric Vehicle Charging Stations, Capital Project PJ00897**

**NOTICE IS HEREBY GIVEN**, pursuant to California Civil Code Section 9204, that the following Public Works project was performed and completed, for the County of Placer, 175 Fulweiler Avenue, Auburn, State of California:

- Electric Vehicle Charging Stations Project, Project No. PJ00897 at the following locations:**
- 1. Placer County Government Center, Community Development Resource Center at 3091 County Center Drive, Auburn CA**
  - 2. Placer County Government Center, Auburn Justice Center at 2829 Richardson Drive, Auburn CA**
  - 3. 1000 Sunset Boulevard, Rocklin CA**
  - 4. Bill Santucci Justice Center Building B at 10810 Justice Center Drive, Roseville CA**

These properties are owned by the County of Placer in fee. Project completion date: June 22, 2021.

Executed this \_\_\_\_\_ day of \_\_\_\_\_ 2021, at Auburn, California. I declare under penalty of perjury that the foregoing is true and correct.

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STEVE NEWSOM, DIRECTOR  
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    )ss**  
**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.