

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

To: **BOARD OF SUPERVISORS**

Date: **SEPTEMBER 23, 2008**

From: **JAMES DURFEE / JOEL SWIFT**

Subject: **CHILDREN'S EMERGENCY SHELTER MODULAR CLASSROOMS,
PROJECT NO. 4677B - NOTICE OF COMPLETION**

ACTION REQUESTED / RECOMMENDATION: Adopt the attached Resolution accepting the Children's Emergency Shelter Modular Classrooms, Project No. 4677B, as complete and authorize the Director of Facility Services to execute and record the Notice of Completion.

BACKGROUND: On September 18, 2007, your Board approved plans and specifications for the Children's Emergency Shelter Modular Classrooms, Project No. 4677B; authorized staff to solicit bids and delegated authority to the Director of Facility Services to execute a construction contract and any necessary change orders. The Children's Emergency Shelter Modular Classrooms project provides the educational component of the program for the children residing at shelter facilities located at the Placer County Government Center.

Bid solicitations were advertised in accordance with the Public Contract Code. Bid documents were sent to 11 trade contractors and 8 building exchanges. Bids were opened by Procurement Services on October 18, 2007, resulting in 3 bids. The apparent low bidder was Gary Doupnik Manufacturing, Inc., with a bid of \$192,750, which was approximately 36% under the Estimate of Probable Construction Cost of \$300,000.

Staff has inspected the work performed on the project. All punch list items have been completed and the project has been accepted as complete. There were no change orders associated with the project.

In order to close out the Children's Emergency Shelter Modular Classroom project, it is necessary for your Board to accept the project as complete and authorize the Director of Facility Services to execute and record the Notice of Completion.

ENVIRONMENTAL CLEARANCE: On January 20, 2004, your Board certified an EIR for the DeWitt Government Center Facility Plan that considered the impacts of the Children's Shelter at a program level. On March 16, 2006, the County Zoning Administrator approved a Mitigated Negative Declaration (SCH#2006012112) and a Minor Use Permit for the project. No additional environmental documentation is required.

FISCAL IMPACT: The total construction contract cost for the Children's Emergency Shelter Modular Classrooms project is \$192,750. There is sufficient funding appropriated in the Children's Emergency Shelter project account in the Capital Projects Fund.

ATTACHMENT: RESOLUTION

JD:JS:RU:HB:SR

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 CHILDREN'S EMERGENCY SHELTER MODULAR
CLASSROOMS, PROJECT NO. 4677B.

Resol. _____

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 Children's Emergency Shelter Modular Classrooms, Project No. 4677B, 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

