

DEPARTMENT: Public Works

By: Michael Edwards

Phone: 966-5356

**RECOMMENDED ACTION AND JUSTIFICATION:** (Policy Item: Yes \_\_\_ No X )

Adopt bid and contract documents for the addition and remodel of the Engineering Building, Public Works Project Number PW 98-01; and authorize the Public Works Director to execute a contract with Rodathe Construction; *approve budget action in the amount of \$108,000.*

Plans and specifications for the addition and remodel were prepared by Roger Stephens Engineering. Two bids were received at the opening on February 4, 1999. Rodathe Construction was the low bidder with a bid of \$94,000. Bollo construction of Davis submitted at bid of \$111,850.

The Engineering Building addition is required to provide office space for scheduled Public Works staff increases. The remodel portion is required primarily to meet current ADA (American Disabilities Act) requirements. The addition cannot be made without meeting these current requirements. The remodel portion will also provide a secure area for the Public Works computer network file server and backup server, and will provide more convenient file storage space.

**BACKGROUND AND HISTORY OF BOARD ACTIONS:**

The Board has previously authorized this work during the budget process.

**LIST ALTERNATIVES AND CONSEQUENCES OF NEGATIVE ACTION:**

- 1. No action. The required office space will not be available when needed.

COSTS: ( ) Not Applicable	
A. Budgeted current FY>	\$ _____
B. Total anticipated Costs>	\$ <u>108,000</u>
C. Required additional funding>	\$ _____
D. Internal transfers>	\$ <u>100,000</u>

COSTS: ( ) 4/5th Vote Required	
A. Unanticipated revenues>	\$ _____
B. Reserve for contingencies>	\$ _____
C. Source description: >	_____

Balance in Reserve Contingencies, If Approved:  
\$ \_\_\_\_\_

SPECIAL INSTRUCTIONS:

List the attachments and number the pages consecutively:

- 1. Advertisement, Engineering Building Addition
- 2. Bid results
- 3. Budget Action Form

**CLERK'S USE ONLY**

Res. No.: 99-49 Ord. No.: \_\_\_\_\_  
Vote - Ayes: 4 Nocs: \_\_\_\_\_  
Absent: Parker Abstained: \_\_\_\_\_

- Approved  Denied
- Minute Order Attached  No Action Necessary

The foregoing instrument is a correct copy of the original on file in this office

Date: \_\_\_\_\_  
ATTEST: \_\_\_\_\_  
MARGIE WILLIAMS, Clerk of the Board

By: \_\_\_\_\_  
Deputy

**ADMINISTRATIVE OFFICER'S RECOMMENDATION:**

This item on agenda as:

- Recommended
- Not Recommended
- For Policy Determination
- Submitted With Comment
- Returned for Further Action

Comment: \_\_\_\_\_

C.A.O. Initials: ME

# BUDGET ACTION FORM

FUND	DEPT/DIV	ACCOUNT	DESCRIPTION	PROJECT	INCREASE	DECREASE
300	0301	581-0419	Roads Prof. Services Construction	98-01		108,000
300	0301	581-0620	Road Engineer Bldg. Addition		108,000	
001	0104	414-1090	GENERAL CONTINGENCY			
<b>TRANSFER BETWEEN FUNDS</b>						
<b>TOTAL</b>					<b>108,000</b>	<b>108,000</b>

ACTION REQUESTED: (Check all that apply)

- ( ) Budget appropriation by Board of Supervisors (4/5ths Vote Required): Amending the total amount available in the county budget, or in any one fund of the budget, or appropriating Reserve for Contingencies;
  
- ( x ) Transfer by Board of Supervisors (3/5ths Vote Required): Moving existing appropriations from one budget to another, or between categories within a budget unit;

JUSTIFICATION: Approved during budget process but not included in budget book.

DEPT HEAD SIGNATURE *[Signature]*

DATE 2/9/99

APPROVED BY RES NO. 99-49 CLERK *[Signature]*

DATE 2-16-99

**ROAD FUND**

AUDITOR'S USE ONLY  
BA#