



# COUNTY OF HUMBOLDT

For the meeting of: 1/5/2021

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File #: 21-15

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**To:** Board of Supervisors

**From:** County Administrative Office

**Agenda Section:** Consent

**SUBJECT:**

Change Order Authorization for the Humboldt County Sheriff Lobbies Coronavirus Aid, Relief, and Economic Security (CARES) Act Project - #2020-103

**RECOMMENDATION(S):**

That the Board of Supervisors:

1. Authorize the Purchasing Agent to sign the first Change Order for Humboldt County Sheriff Lobbies CARES Act Project - #2020-103.

**SOURCE OF FUNDING:**

CARES ACT

**DISCUSSION:**

On Sept. 24, 2020, the County of Humboldt entered into a consultant services agreement with Nichols, Melburg & Rossetto, AIA & Associates (NMR) to design improvements to construct physical barriers to prevent the spread of COVID 19 at the Humboldt County Sheriff Office Main Station Lobbies. The project utilized CARES Act funds and called for replacing the existing service counters in each of the two Sheriff Lobbies which provided a glass barrier between staff and the patrons they serve as well as provided wing walls in between the individual transaction windows in an effort to reduce the likelihood of transmission and spread of COVID 19 and other communicable diseases. The existing lobbies also had access barriers identified under the Americans with Disabilities Act (ADA), which require remediation as part of the modifications to the service counters and lobby spaces.

On Oct. 10, 2020, staff solicited bids from five local general contractors whom have successfully performed and completed previous projects with the county.

On Oct. 21, 2020, staff received and opened two responsive and responsible bids. The project was awarded to Pierson Company of Eureka, CA in the amount of \$59,810, which is under the \$60,000 cap for a force account project as outlined in Public Contract Code 22032 and therefor did not require Board approval for the Purchasing Agent to execute the agreement.

Once construction was complete with the new service counters and new doors it was determined that the existing flooring and cove base would not be sufficiently large enough to cover the gaps that were created by the relocation of the doors and the service counters.

County staff requested a cost proposal from the contractor to replace the floor covering and cove base with a suitable product that would cover the flooring gaps as a result of the project. The contractor provided a cost proposal in the amount of \$8,517.30 to replace the floor coverings and cove base. This change order increased the project cost to \$68,327.30, which is \$8,327.30 over the force account threshold and requires your Board's approval.

CARES Act funding must be committed and invoiced prior to Dec. 31, 2020. The project completed on Dec. 22, 2020 in order to meet the deadline. In an effort to utilize CARES Act funds to fund the project, staff approved the change order for the work to be completed and invoiced prior to the CARES Act deadline. Board approval of this change order will allow for project completion and closeout.

FINANCIAL IMPACT:

The original contract sum is \$59,810. This combined with the \$8,517.30 Change Order 1 establishes a revised current contract value of \$68,327.30. There are sufficient CARES Act funds to cover this Change Order request.

STRATEGIC FRAMEWORK:

This action supports your Board's Strategic Framework by creating opportunities for improved safety and health and enforces laws and regulations to protect residents.

OTHER AGENCY INVOLVEMENT:

None

ALTERNATIVES TO STAFF RECOMMENDATIONS:

Your Board could choose not to approve the recommendation to authorize the Purchasing Agent to sign Change Order 1 however, this is not recommended as the work has been completed by the contractor in order to meet the CARES Act funding deadline of Dec. 31, 2020.

ATTACHMENTS:

Attachment 1: Change Order #1

PREVIOUS ACTION/REFERRAL:

Board Order No.: N/A

Meeting of: N/A

File No.: N/A