

Howard N. Dashiell
DIRECTOR OF TRANSPORTATION

Road Commissioner
County Engineer, RCE 42001
County Surveyor, PLS 7148



FUNCTIONS

Administration & Business Services
Airports
Engineering
Land Improvement
Roads and Bridges
Solid Waste & Landfills
Water Agency

COUNTY OF MENDOCINO
DEPARTMENT OF TRANSPORTATION

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June 25, 2024

Mendocino County Board of Supervisors
501 Low Gap Road, Room 1090
Ukiah, CA 95482

RE: RESOLUTION OF THE MENDOCINO COUNTY BOARD OF SUPERVISORS
DELEGATING CONSTRUCTION CONTRACT CHANGE ORDER AUTHORITY TO
THE PURCHASING AGENT OR DIRECTOR OF TRANSPORTATION, AS
SPECIFIED, OR THEIR DESIGNEES, PURSUANT TO PUBLIC CONTRACT CODE
SECTION 20142

In November 2000, the California Department of Transportation assembled a Continuous Quality Improvement (CQI) team to redesign its internal procedures to expedite reimbursement on Federal and State funded projects. In the process, the team identified several procedures that could be streamlined if the Board of Supervisors took advantage of provisions in State laws and regulations to delegate certain additional authority to the Director of Transportation.

Section 20142 allows for the Board to authorize the county engineer or other county officer to order changes or additions in the work being performed under construction contracts, within set limits. Most construction contracts overseen by County departments are through the Department of Transportation and General Services (under the Executive Office). Although Resolution 07-008 authorized the Director of Transportation (County Engineer) to execute change orders, the cost limitations were set to those in effect at that time.

Authorizing the Director of Transportation and Purchasing Agent, or their designees, to execute change orders allows for timely execution during tight construction seasons. Delegation of this limited authority promotes the efficient use of staff resources and the timely completion of projects. The current resolution will include future updates to Section 20142 of the Public Contract Code. I therefore recommend and request approval of the subject Resolution.

I will, of course, respond to any questions that the Board may have.

Respectfully submitted,

Howard N. Dashiell
Director of Transportation

cc: DOT File 2-18.5
BOS Corres. File