

TO: Board of Supervisors

FROM: Executive Office

MEETING DATE: January 5, 2021

DEPARTMENT CONTACT: Janelle Rau
DEPARTMENT CONTACT: Doug Anderson

PHONE: 463-4441
PHONE: 234-6054

ITEM TYPE: Consent Agenda

TIME ALLOCATED FOR ITEM: N/A

AGENDA TITLE:

Authorization for the Facilities and Fleet Division Manager to Establish a Capital Improvement Project to Complete Roof Repairs to the Willits Justice Center at 125 East Commercial Street in Willits in the Amount of \$15,000 and Authorization for the Facilities and Fleet Division Manager to Act as Project Manager to Enter Contracts and Approve Change Orders for the Project, Pursuant to Public Contract Code Section 20142.

RECOMMENDED ACTION/MOTION:

Authorize the Facilities and Fleet Division Manager to establish a Capital Improvement project to complete Roof Repairs to the Willits Justice Center at 125 East Commercial Street in Willits in the Amount of \$15,000 and authorize the Facilities and Fleet Division Manager to act as Project Manager to enter contracts and approve change orders for the project, pursuant to Public Contract Code section 20142.

PREVIOUS BOARD/BOARD COMMITTEE ACTIONS:

Approval of the 2020-2021 Budget including first quarter adjustments including with for the Capital Improvement Budget Unit 1710 for Roof Repairs, Various Locations in the amount of \$115,000.

SUMMARY OF REQUEST:

Excessive wear in several locations on the roof of the Willits Justice Center have been identified as priority repairs to prevent further damage that would compromise the integrity of the roof system.

ALTERNATIVE ACTION/MOTION:

Provide direction to staff.

SUPERVISORIAL DISTRICT: DISTRICT 2

VOTE REQUIREMENT: Majority

SUPPLEMENTAL INFORMATION AVAILABLE ONLINE AT:

FISCAL DETAILS:

SOURCE OF FUNDING: BU 1710
CURRENT F/Y COST: \$15,000
ANNUAL RECURRING COST: N/A

BUDGETED IN CURRENT F/Y: Yes
IF NO, PLEASE DESCRIBE:
REVENUE AGREEMENT: No

BUDGET CLARIFICATION: Master Project for roof repairs – various locations will be reduced by the cost of this project.

AGREEMENT/RESOLUTION/ORDINANCE APPROVED BY COUNTY COUNSEL: N/A

CEO LIAISON: Executive Office

CEO REVIEW:

CEO COMMENTS:

FOR COB USE ONLY

Executed By:

Date:

Note to Department

Number of Original Agreements Returned to Dept:

Original Agreement Delivered to Auditor?

Final Status:

Executed Item Number: Number: