***Submit completed worksheet to:***

*Siskiyou County Clerk, 311 Fourth St., Rm 201, Yreka, CA 96097*

# **Agenda Worksheet**

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **Regular** | **[ ]**  |  | **Time Requested:** | **1 Min.** | **Meeting Date:** | **December 12, 2023** |
| ***OR*** |
| **Consent** | **[x]**  |  |
| **Contact Person/Department:** | **Brandon Konicke, GIS - Administration/IT** | **Phone:** | **(530) 842-8855** |
| **Address:** | **1312 Fairlane Rd, Suite 1** |
| **Person Appearing/Title:** | **Brandon Konicke, GIS Coordinator** |
| **Subject/Summary of Issue:** |
| Siskiyou County Geographic Information Systems (GIS) respectfully requests to enter into an agreement with Chico State Enterprises – Geographical Information Center (GIC) for on-call GIS services.The GIC will supplement and enhance ongoing countywide GIS efforts and activities.This contract was awarded through RFP #23-06 where evaluators considered and rated all aspects of the required elements of the RFP. |
| **Financial Impact:** |
| **NO** | [ ]  | *Describe why no financial impact:*       |
| **YES** | [x]  | *Describe impact by indicating amount budgeted and funding source below* |
| Amount: | $51,090 |  |  |  |  |
| Fund:  | 1001 |  | Description: |  | Org.: | 207080 | Description: |  |
| Account: | 723000 |  | Description: |  |  |
| Activity Code:  |       |  | Description: |       |  |
| Local Preference: YES [ ]  NO [x]  |
| For Contracts – *Explain how vendor was selected:* RFP #23-06 was advertised from October 17, 2023 to October 31, 2023. |
| All proposals were evaluated and scored by a total of three (3) County staff members. The highest rated proposer was selected. |
| Additional Information: | Cost will be reimbursed through the Regional Early Action Planning (REAP) grant. |
|  |
| **Recommended Motion:** |
| Staff respectfully requests that the Board approve the contract with Chico State Enterprises – Geographical Information Center, with the amount not to exceed $51,090 for the term beginning January 2, 2024 through September 30, 2024. |
| **Reviewed as recommended by policy:** |  | ***Special Requests*:** |
| County Counsel |       |  |  |
|  |  |  | *Certified Minute Order(s)* |       | *Quantity:* |       |
| Auditor |       |  |  |  |  |  |
|  |  |  |  |  |  |
| Personnel |       |  | *Other:* |       |
| CAO |       |  |       |

***NOTE: For consideration for placement on the agenda, the original agenda worksheet and backup material must be submitted directly to the Board Clerk (after reviewing signatures have been obtained) by 10:00 a.m. on the Monday the week prior to the Board Meeting.*** Revised 8/09/2021