***Submit completed worksheet to:***

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

# **Agenda Worksheet**

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **Regular** | **[x]**  |  | **Time Requested:** |  **n/a**  | **Meeting Date:** | **August 13, 2024**  |
| ***OR*** |
| **Consent** | **[ ]**  |  |
| **Contact Person/Department:** | **Rick Dean, Director, Community Development Agency**  | **Phone:** | **530-841-2100** |
| **Address:** | **806 S. Main St., Yreka, CA 96097**  |
| **Person Appearing/Title:** |  **Rick Dean, Director, Community Development Agency**  |
| **Subject/Summary of Issue:** |
| On August 6th 2024 the Board of supervisors approved staff's request to award a contract to SW Maintenance Corporation (low bidder) for the Head Fire Structural Debris Removal Project in an amount not to exceed $586,550.00. The Community Development Department respectfully requests that the Board of Supervisors authorize the County Administrator to sign the contract and execute all project documents required to complete the project to facilitate fire debris cleanup for the Head Fire. |
| **Financial Impact:** |
| **NO** | [ ]  | *Describe why no financial impact:*       |
| **YES** | [x]  | *Describe impact by indicating amount budgeted and funding source below* |
| Amount: | $586,550  |  |  |  |  |
| Fund:  | 2114  |  | Description: | Environmental Health Fund  | Org.: | 401014  | Description: | Structural Debris Removal |
| Account: | 723000  |  | Description: | Professional/spe.cialia |  |
| Activity Code:  | 8078 |  | Description: | Head Fire 23/24 |  |
| Local Preference: YES [ ]  NO [x]  |
| For Contracts – *Explain how vendor was selected:* County of Siskiyou RFP Process.  |
|       |
| Additional Information: |       |
|       |
| **Recommended Motion:** |
| Staff respectfully requests that the Board of Supervisors authorize and direct the County Administrator to sign and execute the contract with SW Maintenance Corporation and further sign and execute all project documents required to facilitate fire debris cleanup for the Head Fire, located near Scott Bar, CA.  |
| **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