***Submit completed worksheet to:***

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

# **Agenda Worksheet**

|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **Regular** | |  | |  | **Time Requested:** | | | | | **1 minute** | | | | | | **Meeting Date:** | | | | **September 17, 2024** | | | |
| ***OR*** | | | | | | | | | | | | | | | | | | | | | | | |
| **Consent** | |  | |  | | | | | | | | | | | | | | | | | | | |
| **Contact Person/Department:** | | | | | | | | | **Rick Dean, CDD** | | | | | | | | | | **Phone:** | | | **530-841-2100** | |
| **Address:** | | | **806 S. Main Street, Yreka, CA 96097** | | | | | | | | | | | | | | | | | | | | |
| **Person Appearing/Title:** | | | | | | | **Community Development Director** | | | | | | | | | | | | | | | | |
| **Subject/Summary of Issue:** | | | | | | | | | | | | | | | | | | | | | | | |
| An RFP ($650,000.00 maximum cap) was posted by the Community Development Department seeking hazard tree removal services in response to the damage that resulted from the 2023 Head Fire. Three (3) bid proposals were received in response to the RFP. After deliberation, planning staff determined that Anvil Builders, Inc. was the lowest responsive bidder.  Staff respectfully requests that the Board of Supervisors award the contract to the lowest bidder, Anvil Builders Inc., in an amount not to exceed $444,444.44 for hazard tree removal services for properties involved in the 2023 Head Fire, located near Scott Bar, CA. | | | | | | | | | | | | | | | | | | | | | | | |
| **Financial Impact:** | | | | | | | | | | | | | | | | | | | | | | | |
| **NO** |  | *Describe why no financial impact:* | | | | | | | | | | | | | | | | | | | | | |
| **YES** |  | *Describe impact by indicating amount budgeted and funding source below* | | | | | | | | | | | | | | | | | | | | | |
| Amount: | | | | 444,444.44 | | | |  |  | |  | | |  | | | | | | | | | |
| Fund: | | | | 2114 | | | |  | Description: | | Environmental Health | | | Org.: | | | 401014 | | Description: | | |  | |
| Account: | | | | 723000 | | | |  | Description: | | Professional | | |  | | | | | | | | | |
| Activity Code: | | | | 2078 | | | |  | Description: | | Head Fire 23/24 Haza | | |  | | | | | | | | | |
| Local Preference: YES  NO | | | | | | | | | | | | | | | | | | | | | | | |
| For Contracts – *Explain how vendor was selected:* | | | | | | | | | | | | | | | | | | | | | | | |
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| Additional Information: | | | | | |  | | | | | | | | | | | | | | | | | |
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| **Recommended Motion:** | | | | | | | | | | | | | | | | | | | | | | | |
| Staff respectfully requests that the Board of Supervisors award the contract to Anvil builders in an amount not to exceed $444,444.44 for hazard tree removal services for properties involved in the 2023 Head Fire. That the County Administrator be authorized and directed to sign and execute the contract and all required project documents to finalize the contract. | | | | | | | | | | | | | | | | | | | | | | | |
| **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