***Submit completed worksheet to:***

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

# **Agenda Worksheet**

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **Regular** | **[ ]**  |  | **Time Requested:** |  **n/a**  | **Meeting Date:** | **June 4, 2024**  |
| ***OR*** |
| **Consent** | **[x]**  |  |
| **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:** |
| The Community Development Agency respectfully seeks approval & authorization from the Board of Supervisors to negotiate & enter into a contract between the County and Tetra Tech, Inc. to provide assessment & monitoring services to facilitate fire debris clean-up of damage caused by the Head Fire, located near Scott Bar, California. The Agency also respectfully requests that the Board delegate contract signature authority to the County Administrator to execute the contract once it has been finalized. This project is extremely time sensitive and must begin on or before June 15, 2024. The contract expected duration is 6 months . The contract compensation shall not exceed $568,551.14 for the term of the contract. Project oversight services include but are not limited to hazard tree assessment, establishing background heavy metal clean-up standards, asbestos mitigation, archaeological and biological assessment, health & safety oversight, debris removal volume & disposal tracking, clean-up confirmation sampling & signoff reports. Attached is a draft of the contract to be further negotiated & executed.  |
| **Financial Impact:** |
| **NO** | [ ]  | *Describe why no financial impact:*       |
| **YES** | [x]  | *Describe impact by indicating amount budgeted and funding source below* |
| Amount: | $568,552  |  |  |  |  |
| Fund:  | 2170  |  | Description: | Local disaster fund  | Org.: | 207030  | Description: | Disaster Relief l |
| 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:* This vendor was selected through the CalOES procurement process. |
|       |
| Additional Information: |       |
|       |
| **Recommended Motion:** |
| Respectfully request that the Board of Supervisors approve & authorize the Director of Community Development to finalize contract negotiations between the County and TetraTech, Inc. and delgate signature authority to the County Administrator to execute said contract between the County and TetraTech, Inc. to provide assessment & monitoring services to facilitate fire debris cleanup for damages from the Head Fire,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