***Submit completed worksheet to:***

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

# **Agenda Worksheet**

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **Regular** | **[ ]**  |  | **Time Requested:** | **5** | **Meeting Date:** | **2/4/25** |
| ***OR*** |
| **Consent** | **[x]**  |  |
| **Contact Person/Department:** | **Amanda Kimball/Facilites Management** | **Phone:** | **842-8800** |
| **Address:** | **1312 Fairlane Road, Suite 4** |
| **Person Appearing/Title:** | **Amanda Kimball, Director** |
| **Subject/Summary of Issue:** |
| Respectfully request that the Siskiyou County Board of Supervisors approve the Public Works Contract between the County and Ray-Mac Mechanical, Inc. and authorize the Board Chair to sign the Contract to provide HVAC system upgrades to the HVAC system located at the Sheriff's Admin Building 305 Butte Street, Yreka, California. The contractor was selected pursuant to RFP #22-102010-06 to provide HVAC system repair, replacement, and maintenance services for all County owned and operated facilities. The Public Works Contract between the County and Ray-Mac Mechanical, Inc. to provide such services is in the not-to-exceed amount of One Hundred and Forty-Four Thousand Four Hundred Twenty Dollars and 62/100 cents ($144,420.62). |
| **Financial Impact:** |
| **NO** | [ ]  | *Describe why no financial impact:*       |
| **YES** | [x]  | *Describe impact by indicating amount budgeted and funding source below* |
| Amount: | $144,420.62 |  |  |  |  |
| Fund:  | 4201 |  | Description: | Accumulated Capital Outlay | Org.: | 108010 | Description: | Plant Acquisition |
| Account: | 761010 |  | Description: | Build & Improve |  |
| Activity Code:  |       |  | Description: |       |  |
| Local Preference: YES [ ]  NO [ ]  |
| For Contracts – *Explain how vendor was selected:* From a formal RFP advertised in 2022 for services needed.  |
| . |
| Additional Information: |       |
|       |
| **Recommended Motion:** |
| Respectfully request that the Siskiyou County Board of Supervisors approve the Public Works Contract between the County and Ray-Mac Mechanical, Inc. and authorize the Board Chair to sign the Contract to provide HVAC system upgrades to the HVAC system located at the Sheriff Admin Building 305 Butte Street, Yreka, California in the not-to-exceed amount of $144,420.62. |
| **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