

Item # 3-1D

**City of Carson City
Agenda Report**

Date Submitted: January 29, 2008

Agenda Date Requested: February 7, 2008

Time Requested: Consent

To: Mayor and Supervisors

From: Purchasing & Contracts

Subject Title: Quarterly Report for the period of October 1, 2007 through December 31, 2007 for each public work awarded pursuant to NRS 338.1444(1)(a).

Staff Summary: Pursuant to NRS 338.1444(4) - at least once a quarter, a local government shall prepare a report detailing for each public work awarded pursuant to NRS 338.1444(1)(a): (1) the name of the contractor to whom the contract was awarded; (2) the amount of the contract awarded; (3) a brief description of the public work; and (4) the names of all contractors from whom bids were solicited. A report prepared pursuant to this section is a public record and must be maintained on file at the administrative offices of the applicable public body. The provisions of this section do not relieve a local government from the duty to award the contract for the public work to a bidder who is the lowest responsive and responsible bidder if bids are required to be solicited from more than one properly licensed contractor.

Type of Action Requested: (check one)
☐ Resolution ☐ Ordinance
☒ Formal Action/Motion ☐ Other (Specify)

Does This Action Require A Business Impact Statement: ☐ Yes ☒ No

Recommended Board Action: Accept Report

Explanation for Recommended Board Action: This report is a statutory requirement.

Applicable Statue, Code, Policy, Rule or Regulation: NRS 338.1444

Fiscal Impact: none

Explanation of Impact: none

Funding Source: none

Supporting Material: Report for the period of October 1, 2007 through December 31, 2007 .

Prepared By: Cheryl Adams, Purchasing & Contracts Manager

Reviewed By:

(City Manager)

(District Attorney)

(Finance Director)

Date:

1-29-08

Date:

1-29-08

Date:

1-29-08

Board Action Taken:

Motion: _____

1)

2)

Aye/Nay

(Vote Recorded By)

COMPLIANCE WITH NRS 338.1444 REPORT

For the period of October 1, 2007 through December 31, 2007

NRS 338.1442 Local government to award contract for smaller public work to contractor or perform public work itself.

If the estimated cost of a public work is \$100,000 or less, a local government shall:

1. Award a contract for the completion of the public work to a properly licensed contractor in accordance with NRS 338.1444; or
2. Perform the public work itself in accordance with NRS 338.1446.

NRS 338.1444 Requirements for awarding contract for smaller public work to contractor.

1. Before a local government awards a contract for the completion of a public work in accordance with subsection 1 of NRS 338.1442, the local government must:

- (a) If the estimated cost of the public work is more than \$25,000 but not more than \$100,000, solicit bids from at least three properly licensed contractors; and
- (b) If the estimated cost of the public work is \$25,000 or less, solicit a bid from at least one properly licensed contractor.

2. Any bids received in response to a solicitation for bids made pursuant to this section may be rejected if the local government determines that:

- (a) The quality of the services, materials, equipment or labor offered does not conform to the approved plan or specifications;
- (b) The bidder is not responsive or responsible; or
- (c) The public interest would be served by such a rejection.

3. At least once each quarter, a local government shall prepare a report detailing, for each public work over \$25,000 for which a contract for its completion is awarded pursuant to paragraph (a) of subsection 1, if any:

- (a) The name of the contractor to whom the contract was awarded;
- (b) The amount of the contract awarded;
- (c) A brief description of the public work; and
- (d) The names of all contractors from whom bids were solicited.

4. A report prepared pursuant to subsection 3 is a public record and must be maintained on file at the administrative offices of the applicable public body.

5. The provisions of this section do not relieve a local government from the duty to award the contract for the public work to a bidder who is the lowest responsive and responsible bidder if bids are required to be solicited from more than one properly licensed contractor pursuant to subsection 1.

COMPLIANCE WITH NRS 338.1444 REPORT
For the period of October 1, 2007 through December 31, 2007

Contracts that were issued from October 1, 2007 through December 31, 2007 pursuant to paragraph (a) of subsection 1 of NRS 338.1444.

Contract Number 2007-014, Orchard Road Water Line Project, was awarded on October 4, 2007 to RaPiD Construction, Inc. in the amount of \$59,950.00.

Quotes were solicited and received from the following:

RaPiD Construction
Action Construction
Gradex Construction
Rare Earth Excavating

Contract Number 2007-064, Carson City Fairgrounds Parking Lot Landscaping and Irrigation Project was awarded on November 6, 2007, to Signature Landscapes for a total aggregate amount of \$51,290.20. This includes the original awarded amount of \$48,123.00 and Amendment No. 1 in the amount of \$3,167.20.

Quotes were solicited and received from the following:

Signature Landscaping
Legends Landscaping
Western Environments