The County of Yuba

Administrative Services

TO: Board of Supervisors

FROM: Administrative Services, Perminder Bains

SUBJECT: Approve and ratify contract change order 1 for the Yuba County Airport Signs Project, accept the project as complete, and authorize the Director of Administrative Services to sign and record the Notice of Completion.

DATE: January 13, 2026

NUMBER: 632/2025

Recommendation:

Administrative Services staff recommends the Board of Supervisors approve and ratify Contract Change Order (CCO) number 1 for the Yuba County Airport Signs Project, accept the project as complete, and authorize the Director of Administrative Services to sign and record the Notice of Completion.

Background & Discussion:

In November of 2024, the Board of Supervisors approved the professional services agreement with Square Signs, LLC., for the Yuba County Airport Signs Project. This project included the installation of one brand new monument sign, a replacement of an outdated monument sign, and the refurbishment of an existing monument sign at the Yuba County Airport. The total amount awarded for this project was $229,652.35.

Change Order 1 increases the contract amount by $2,150.00 bringing the total contract amount to $231,802.35. The additional work performed covers an additional business logo added to the sign and repairing one of the new monument signs. In addition, once the Board accepts the project as complete, the Director of Administrative Services will file a Notice of Completion and release the bonds.

Committee Action:

This item is brought directly to the Board of Supervisors due to the nature of the request.

Fiscal Impact:

Board Approved FY 2025-2026 Budget Appropriation
Total Project cost for this project is $231,802.35.
Source of Funds
General Fund: None
Non-General Fund: $231,802.35 American Rescue Plan Act

Attachments
632.2025 Change Order 1