



A Tradition of Stewardship
A Commitment to Service

Agenda Date: 1/24/2017

Agenda Placement: 6I

NAPA COUNTY BOARD OF SUPERVISORS Board Agenda Letter

TO: Board of Supervisors

FROM: Steven Lederer - Director of Public Works
Public Works

REPORT BY: Anthony Morales, Associate Engineer - (707) 259-8373

SUBJECT: Professional Service Agreement with Jane Valerius, Environmental Consulting

RECOMMENDATION

Director of Public Works requests approval of and authorization for the Chairman to sign an agreement with Jane Valerius, doing business as (dba) Environmental Consulting, for a maximum of \$3,400 per fiscal year for the term January 24, 2017 through June 30, 2017, with an option to extend the agreement for two (2) additional one-year terms, to provide riparian restoration monitoring for the White Sulphur Springs Road Flood Repair Project, RDS 06-21.

EXECUTIVE SUMMARY

Notice of Completion for the White Sulphur Springs Road Flood Repair Project, RDS 06-21, was issued on March 23, 2015. Per the permit requirements of the California Regional Water Quality Control Board and the California Department of Fish and Wildlife, a Riparian Woodland Restoration Plan was prepared, which requires annual monitoring of the restored riparian area for a period of five years after project completion. Jane Valerius, doing business as Environmental Consulting, provided annual monitoring services. The contract has since expired.

In order to maintain continuity with the annual riparian inspections, staff has identified Jane Valerius, Environmental Consulting, as the firm to provide annual monitoring of the riparian woodland restoration area for the remaining three years of the five-year monitoring period. Jane Valerius, Environmental Consulting, is not a local vendor.

FISCAL IMPACT

Is there a Fiscal Impact? Yes

Is it currently budgeted?	Yes
Where is it budgeted?	Roads Capital Improvement CIP budget - Fund 2040, Subdivision 20405-00, Program 06004-70475, Flood Disaster Road Repairs
Is it Mandatory or Discretionary?	Mandatory
Is the general fund affected?	No
Future fiscal impact:	Future expenditures will be limited to annual monitoring and reporting until December 31, 2020.
Consequences if not approved:	Annual monitoring will not occur, which will result in the County being out of compliance with the provisions of the California Department of Fish and Wildlife and California Regional Water Quality Control Board permits.
Additional Information:	<p>Agreement AUD-6811 with Jane Valerius, Environmental Consulting, was approved on October 15, 2013 by the Director of Public Works acting as Purchasing Agent by delegation. The contract amount for Agreement AUD-6811 was \$5,345. The contract was later amended to increase the project scope to \$9,945. This contract expired on June 30, 2016.</p> <p>The monetary value of this latest contract with Jane Valerius, Environmental Consulting, amounts to \$3,400. The Director of Public Works requests approval of this contract per Napa County Purchasing Policy, Section 7-8.3, subparagraphs (a) and (b), which state that agreements exceeding three years in length must be approved by the Board of Supervisors. Because this agreement is a continuation of the original contract and exceeds three years, Board approval is required.</p>

ENVIRONMENTAL IMPACT

ENVIRONMENTAL DETERMINATION: The proposed action is not a project as defined by 14 California Code of Regulations 15378 (State CEQA Guidelines) and therefore CEQA is not applicable.

BACKGROUND AND DISCUSSION

On October 15, 2013, the Director of Public Works acting as Purchasing Agent by Delegation, approved Agreement AUD-6811 with Jane Valerius, Environmental Consulting. The original scope of the agreement was to develop a Riparian Restoration Plan and to review environmental permit documentation for the US Army Corps of Engineers, the Regional Water Quality Control Board, and the California Department of Fish and Wildlife in support of the White Sulphur Springs Road Flood Repair Project RDS 06-21. The total cost of the Agreement was \$5,345.

On April 1, 2014, the Director of Public Works acting as Purchasing Agent by Delegation, approved Amendment 1 to Agreement AUD-6811 to include annual monitoring of the Riparian Restoration Area. This increased the total scope of the Agreement to \$9,945.

As of June 30, 2016, AUD-6811 expired. However, annual monitoring must continue for the Project until December 31, 2020.

Jane Valerius, Environmental Consulting, was previously contracted from October 15, 2013 to June 30, 2016. This

agreement will be a continuation of the original agreement. Napa County Purchasing Policy, Section 7-8.3 states that contracts exceeding three years in length require Board approval.

SUPPORTING DOCUMENTS

None

CEO Recommendation: Approve

Reviewed By: Bret Prebula