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Agenda Date: 10/16/2018

Agenda Placement: 6F

## NAPA COUNTY BOARD OF SUPERVISORS Board Agenda Letter

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**TO:** Board of Supervisors

**FROM:** Steven Lederer - Director of Public Works  
Public Works

**REPORT BY:** John Vicencio, Associate Engineer - 259-8369

**SUBJECT:** Southeast Napa Sewer and Roadway Rehabilitation Project, RDS 18-24 - Approval of Reimbursement Agreement with Napa Sanitation District and Plans and Specifications

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### **RECOMMENDATION**

Director of Public Works requests approval of the following actions regarding the Southeast Napa Sewer and Roadway Rehabilitation Project, RDS 18-24:

1. Approval of plans and specifications to allow the Napa Sanitation District (NSD) to advertise for sealed bids and opening of the bids at a time, date and location to be published by the Napa Sanitation District General Manager pursuant to District Code Section 2.03 for formal bidding;
2. Authorization for the Chair to sign a reimbursement agreement with NSD regarding road paving services for a maximum of \$1,615,328; and
3. Approval of Budget Transfer No. DPW010 for the following (4/5 vote required):
  - a. Increase appropriations by \$1,713,846 in the Measure T non-operating special revenue fund (Fund 2440, Sub-Division 1220053) offset by the Measure T revenues when funds are received and available; and
  - b. Increase revenue and appropriations by \$1,713,846 in the Roads CIP, Napa Sewer and Roadway Rehabilitation Project (Fund 2040, Sub-Division 2040500, Program 19004) with offsetting revenues from the Measure T non-operating special revenue fund.

### **EXECUTIVE SUMMARY**

The Napa Sanitation District (NSD) and the County have partnered in a project to provide sewer rehabilitation and road paving services on County roads east of Soscol Avenue and north of Imola Avenue. The reimbursement agreement has NSD responsible for advertising and administering the construction contract and the County responsible for administering the design of the County portion of the work and reimbursing NSD for the cost of the paving and ADA access ramp work. The Budget appropriation is for reimbursing NSD for the construction of the

County's portion of work and construction management by County staff for the County's portion of work.

On July 31, 2018 the Board of Supervisors approved a Professional Services Agreement with Mark Thomas and Company to evaluate existing site conditions and prepare plans and specifications for the paving portion of the project. This project was originally titled the 'Imola Pocket Paving and ADA Ramp Project', RDS 18-24. At the request of NSD, the title has been changed to the 'Southeast Napa Sewer and Roadway Rehabilitation Project', RDS 18-24 in order to fully integrate the two activities into one bid set. The final design for the 'Southeast Napa Sewer and Roadway Rehabilitation Project', RDS 18-24 is ready for the Board of Supervisors to approve and be incorporated into the bid documents that NSD will advertise to construction contractors.

### **FISCAL IMPACT**

Is there a Fiscal Impact?	Yes
Is it currently budgeted?	No
What is the revenue source?	<p>On July 31, the Board appropriated \$293,103 for the design phase of the project. On September 11, the Board approved the Measure T list of projects that includes \$1,685,758 in Measure T funding for the Southeast Napa Sewer and Roadway Rehabilitation Project (formerly the Imola Pocket Paving and Ramps Project). The amount is based on the preliminary cost estimate and the Board needs to appropriate funding for the reimbursement agreement with a budget transfer.</p> <p>On September 21, Mark Thomas and Company completed the 95% design cost estimate, which is higher than the preliminary estimate. The total cost of design and construction of the project is \$2,006,949, the previous appropriation is \$293,103 for the design, and the requested budget transfer is \$1,713,846 to fund the construction and construction management of the County's portion of the work as described in the reimbursement agreement. The revenue from the Measure T Special Revenue Fund (Fund 2440, Sub-division 1220053) will be available when NSD requests reimbursement during the summer of 2019.</p> <p>The budget being requested is based on the engineer's estimate during bidding. Once bids are opened and if the bids are within this budget, staff will move forward with construction of the project. If the bids are higher than the engineer's estimate, it may be necessary for staff to come back to the Board to amend the agreement with NSD and also adjust the budget accordingly.</p>
Is it Mandatory or Discretionary?	Discretionary
Discretionary Justification:	Implementing the paving and ADA Ramp construction concurrent with the NSD sewer rehabilitation project will minimize the construction impacts to the residents and reduce costs for both agencies.
Is the general fund affected?	No
Future fiscal impact:	Construction of the sewer rehabilitation is scheduled to begin February 2019. Paving activities are anticipated in fiscal year 2019-20, so there will be a fiscal

impact past the current year. The engineer's estimate for construction is \$1,615,328.

Consequences if not approved: Paving and ADA Ramp activities will not be able to move forward to construction. If work is completed in future years, then there will be additional construction related impacts to the residents and increased costs to the County.

Additional Information:

### **ENVIRONMENTAL IMPACT**

ENVIRONMENTAL DETERMINATION: **Consideration and possible adoption of a Categorical Exemption Class 1:** It has been determined that this type of project does not have a significant effect on the environment and is exempt from the California Environmental Quality Act. [See Class 1 ("Existing Facilities") which may be found in the guidelines for the implementation of the California Environmental Quality Act at 14 CCR §15301; see also Napa County's Local Procedures for Implementing the California Environmental Quality Act, Appendix B.]

### **BACKGROUND AND DISCUSSION**

The NSD and the County have coordinated efforts to provide sewer rehabilitation and County road paving improvements in the unincorporated area north of Imola Avenue, east of Wilkins Avenue, south of Kansas Avenue, and west of Penny Lane. The County's project name for the paving improvements was originally titled the Imola Avenue Pocket Paving and ADA Ramp Project, RDS 18-24, which the Board saw in the agenda item on July 31, 2018 when approving the professional services agreement with Mark Thomas and Company. However, at the request of NSD, the title has been changed to the 'Southeast Napa Sewer and Roadway Rehabilitation Project', RDS 18-24 in order to fully integrate the two activities into one bid set. This project is scheduled to begin in February 2019 with NSD's sewer upgrades followed by the County's paving improvements to start in the July 2019 with the anticipated completion in August 2019. NSD is also attempting to coordinate similar activities with the City of Napa where the NSD project crosses over City lines. The unincorporated County roads that will receive these improvements will be:

1. Republic Avenue
2. London Way
3. Holmes Avenue
4. Shetler Avenue
5. Whitney Avenue
6. Coronado Avenue
7. Marshall Avenue
8. Parrish Road
9. Mayfair Drive
10. Penny Lane

As a joint effort, County and NSD staff have developed a reimbursement agreement which is complete and ready for Board approval. The terms of the agreement include NSD designing and inspecting the sewer rehabilitation work and the County designing and inspecting the road paving and access ramp portion of the work. To facilitate the County's design work, Staff recommended and the Board of Supervisors approved a

Professional Services Agreement on July 31, 2018 with Mark Thomas and Company to provide engineering services for a maximum amount of \$263,103 to develop design documents and provide construction administration and management services for the County's paving and ramp construction activities. Also, the reimbursement agreement with NSD allows County staff to provide the completed road improvement plans and specifications to NSD to incorporate into one package for bidding to contractors. NSD will advertise, award, and administer the construction contract through the completion of paving and ramp construction. The costs for these tasks will be reimbursed through the agreement. The engineer's estimate for the paving improvements is \$1,615,328 and the estimated construction management cost is \$98,518 which includes Inspections and Fees. If the low bid is more than this amount, then the Board will be asked to amend the reimbursement agreement and appropriate additional funding needed to construct the project.

With design complete, the project is now ready to go out for bid and move into construction. Construction will include sewer rehabilitation, repair, and replacement of mainlines, laterals, and manholes to be followed by paving of unincorporated county streets, construction of new curb ramps to comply with Americans with Disabilities Act (ADA) requirements, and relocation of storm drains. The costs for sewer rehabilitation will be paid for out of NSD's collected sewer service fees. It is proposed that the County's portion of the project will be funded out of Measure T sales tax for transportation. The County expects to get its first Measure T installment in October, 2018, and then the next one in January of 2019. Each is expected to be approximately \$1.75M, which will provide more than adequate funding, which will be available well before NSD requests reimbursement during the summer of 2019.

#### **SUPPORTING DOCUMENTS**

- A . Board Appropriation Request Spreadsheet
- B . Map of project area

CEO Recommendation: Approve

Reviewed By: Leigh Sharp