



A Tradition of Stewardship
A Commitment to Service

Agenda Date: 11/10/2020

Agenda Placement: 6K

NAPA COUNTY BOARD OF SUPERVISORS Board Agenda Letter

TO: Board of Supervisors

FROM: Steven Lederer - Director of Public Works
Public Works

REPORT BY: DANIEL BASORE, ENGINEERING SUPERVISOR - 259-8328

SUBJECT: Amendment No. 1 to Professional Services Agreement 210082B with Willdan Engineering for the HSIP Cycle 10, Program21023

RECOMMENDATION

Director of Public Works requests approval of the following actions:

1. Approval of and authorization for the Chair to sign Amendment No. 1 to agreement 210082B with Willdan Engineering, increasing maximum compensation to \$24,000, to provide additional traffic engineering services for the preparation of the Highway Safety Improvement Project (HSIP) Cycle 10 grant applications; and
2. Budget Transfer No. DPW021 for the following (4/5 vote required):
 - a. Increase appropriations by \$2,000 in the SB-1 Non-Operating Special Revenue Fund (Fund 2440, Sub-Division 1220052) to transfer to Program 21023 budget by use of its available fund balance; and
 - b. Increase appropriations by \$2,000 in Program 21023 budget offset by an increase in revenue from the transfer from the SB-1 Non Operating Special Revenue Fund budget.

EXECUTIVE SUMMARY

On August 18, 2020 the Board executed a Professional Services Agreement with Willdan Engineering (Willdan) to provide professional traffic engineering services for the preparation of two (2) Highway Safety Improvement Project (HSIP) Cycle 10 grant applications. Willdan and County staff have been working together to develop competitive HSIP candidate projects under the Local Roadway Safety Program (Program 20038) scope of work with goals of improving roadway safety and reducing traffic accidents.

The two applications being pursued as competitive projects are guardrail replacement along Silverado Trail between the city limits of St. Helena and Calistoga and striping of various valley floor roads as well as some

specific mountain roads. The purpose of these projects would be to replace and bring the guardrails and striping up to current standards. If the projects are selected by Caltrans to be recipients of the HSIP Cycle 10 grant funds the project expenses will be reimbursed at a 100% rate from the effective date of funding approval, formally authorized as an E76 form by the California Department of Transportation (Caltrans) and the Federal Highway Administration (FHWA).

The guardrail application was at a 95% completion level when the Glass Fire destroyed a majority of the guardrails along Silverado Trail that were included in the application. As those guardrails will now be replaced as part of the disaster recovery efforts we have prioritized additional guardrail along Petrified Forest Road to include in the application. Amendment No. 1 is to cover the additional professional traffic engineering services needed to revise the application to include the Petrified Forest Road guardrail.

Staff is seeking board approval of this contract amendment because the Public Works Department has several contracts with Willdan Engineering. The cumulative value of these contracts exceed the CEO's signing authority.

FISCAL & STRATEGIC PLAN IMPACT

Is there a Fiscal Impact?	Yes
Is it currently budgeted?	No
What is the revenue source?	Funding will come from SB-1 Non-Operating Special Revenue Fund (Fund 2440, Sub-Division 1220052).
Is it Mandatory or Discretionary?	Discretionary
Discretionary Justification:	The Highway Safety Improvement Program (HSIP) was created for the purpose of achieving a significant reduction in fatalities and serious injuries on all public roads. The projects (Guardrail and Striping upgrades) being pursued will contribute to achieving this purpose. Amendment No. 1 is necessary to maximize the amount of guardrail that can be replaced if the project is a recipient of the HSIP Cycle 10 funds.
Is the general fund affected?	No
Future fiscal impact:	If the projects are selected to be recipients of the HSIP Cycle 10 funds the County will need to fund the projects until the 100% reimbursement from Caltrans is received.
Consequences if not approved:	The guardrail application would be limited to only applying for half of the guardrail that can be funded through the HSIP Cycle 10 funds. The scope of work approved with Amendment No.1 would allow for the application to be updated to include the maximum amount of guardrail replacement that the HSIP Cycle 10 funds allow for.
County Strategic Plan pillar addressed:	Livable Economy for All, improve and maintain the existing transportation and roads system to safely accommodate all users.
Additional Information:	

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

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Public Works is requesting a budget transfer of \$2,000 from SB1 funds to cover the additional professional traffic engineering services as proposed in Amendment No. 1.

SUPPORTING DOCUMENTS

A . HSIP Cycle 10 Budget Sheet

CEO Recommendation: Approve

Reviewed By: Susan Kuss