



A Tradition of Stewardship  
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Agenda Date: 11/25/2014

Agenda Placement: 6S

## NAPA COUNTY BOARD OF SUPERVISORS Board Agenda Letter

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**TO:** Board of Supervisors  
**FROM:** Lawrance Florin - Director  
Housing and Intergovernmental Affairs  
**REPORT BY:** Nancy McDonnell, STAFF SERVICES ANALYST II - 707-253-4825  
**SUBJECT:** Contract Amendments Related to Napa Pipe

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### **RECOMMENDATION**

Director of Housing and Intergovernmental Affairs requests approval of and authorization for the Chairman to sign the following amendments related to the Napa Pipe Project:

1. Amendment No. 9 to Revenue Agreement No. 7198 with Napa Redevelopment Partners for an estimated reimbursement of County incurred expenses of \$277,140 for Fiscal Year 2014-2015; and
2. Amendment No. 2 to Agreement No. 7994 with RC Design Collaborative, LLC, doing business as SITELAB, Urban Studio, increasing the amount by \$68,143, for a new contract maximum of \$246,000 to provide design guidelines;
3. Amendment No. 4 to Agreement No. 7895 with Gibson, Dunn & Crutcher, increasing the amount by \$150,000 for a new contract maximum of \$405,920 to provide legal assistance with the Development Agreement and other legal services as necessary; and
4. Amendment No. 3 to Agreement No. 8002 with Municipal Resources Group, increasing the amount by \$28,997, for a new contract maximum of \$145,000 to facilitate work between the City and the County.

### **EXECUTIVE SUMMARY**

This item increases various agreements related to the Napa Pipe project. Napa Redevelopment Partners will reimburse the County of Napa for all expenses actually incurred up to a contract maximum of \$277,140.

### **FISCAL IMPACT**

Is there a Fiscal Impact?                      Yes

Is it currently budgeted?	Yes
Where is it budgeted?	HIA with revenue from Napa Redevelopment Partners
Is it Mandatory or Discretionary?	Discretionary
Discretionary Justification:	This item allows for payment and reimbursement of necessary costs for the Napa Pipe project.
Is the general fund affected?	No
Future fiscal impact:	There will be no additional costs beyond the FY 2014-15.
Consequences if not approved:	If this item is not approved, the County will not be able to obtain services necessary for the Napa Pipe project proposal process.

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**

The proposed contract amendments are for expenses and reimbursement to the County for costs associated with the review of the Napa Pipe development project. The amendments presented today are those necessary to complete work to prepare the proposal for possible action by the Board of Supervisors. The Napa Redevelopment Partners will reimburse the County for costs incurred including County staff time.

#### **Napa Redevelopment Partners**

The Board previously approved a revenue reimbursement agreement with Napa Redevelopment Partners, LLC for expenses associated with review and consideration of the Napa Pipe development project. Agreement No. 7198 was entered into on March 24, 2009, with eight subsequent amendments. Amendment No. 9 to Agreement No. 7198 will provide for reimbursement for services provided in Fiscal Year 2014-2015 for an estimated amount of \$277,140. The contract maximum includes an estimate of \$30,000 in staff expenses. Napa Redevelopment Partners will be invoiced based on actual expenditures. At the conclusion of the Napa Pipe Proposal period, regardless of outcome, the County will prepare a reconciliation of all expenditures and funds paid and issue a final bill or any necessary credits due.

#### **Gibson, Dunn & Crutcher**

The Board previously approved the retention of Gibson, Dunn & Crutcher, a legal firm with expertise in land use, to make sure the County's interests are adequately protected. The agreement has been amended three times to update the fee schedule and increase the maximum compensation amount for additional work. Amendment No. 4 will increase the contract by \$150,000 for a total contract maximum of \$405,920. This increase will cover requested work in Fiscal Year 2014-2015.

#### **SITELAB, Urban Studio**

The Board previously approved the retention of SITELAB, Urban Studio, a consulting firm with expertise in developing design guidelines. The contract began on July 9, 2013 and Amendment No. 1 was entered into on August 12, 2014. Amendment No. 2 will increase the contract by \$68,143, resulting in a contract maximum of

\$246,000.

**Municipal Resources Group**

The Board previously approved the retention of Municipal Resources Group, after an RFP process which included the City of Napa's approval, to provide assistance with facilitation and project management services related to the Napa Pipe Project. Amendment No. 3 will increase the contract by \$28,997 to continue further work, resulting in a contract maximum of \$145,000.

**SUPPORTING DOCUMENTS**

None

CEO Recommendation: Approve

Reviewed By: Leanne Link