



Agenda Date: 11/6/2007  
Agenda Placement: 6L

## NAPA COUNTY BOARD OF SUPERVISORS Board Agenda Letter

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**TO:** Board of Supervisors  
**FROM:** Martha Burdick for Robert Peterson - Director  
Public Works  
**REPORT BY:** Ginny Leija, Engineering Aide, 259-6718  
**SUBJECT:** Re-Carpet of Various Offices at Carithers - Authorization to Award Contract

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### **RECOMMENDATION**

Director of Public Works requests award of the contract for the "Re-carpet of Various Offices at Carithers Project," PW 07-40 to Continental Flooring Company of Scottsdale, Arizona, for its low base bid of \$173,333 and authorization for the Chair to sign the construction contract.

### **EXECUTIVE SUMMARY**

Carpeting in the District Attorney's, Public Defender's, Elections and Comprehensive Services for Older Adults (CSOA) in the Carithers Building has exceeded its useful life. The carpet is showing wear and tear and needs to be replaced for safety and aesthetic reasons. Bids have been solicited and opened. Staff is requesting the Board to award the construction contract to the successful low bidder and authorize the Chair to execute the contract.

### **FISCAL IMPACT**

Is there a Fiscal Impact?	Yes
Is it currently budgeted?	Yes
Where is it budgeted?	Capital Improvement Program Public Works
Is it Mandatory or Discretionary?	Discretionary
Discretionary Justification:	The carpet in various offices in the Carithers Building is showing wear and tear and needs to be replaced.
Is the general fund affected?	Yes
Future fiscal impact:	None

Consequences if not approved: Existing carpet will continue to deteriorate creating unsafe and dangerous working conditions.

Additional Information: The estimated total project cost is \$230,000 which includes construction, construction contingency, engineering, inspection, security services and public works administration.

### **ENVIRONMENTAL IMPACT**

**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.

### **BACKGROUND AND DISCUSSION**

The carpeting in various offices of the Carithers Building has more than exceeded its useful life and is showing wear and tear, and needs to be replaced for safety and aesthetic reasons. Steam cleaning, instead of replacement, is likely to loosen the glue used to attach the carpet to the floor, further contributing to safety concerns.

On September 18, 2007 the Board of Supervisors authorized Public Works to advertise for bids, and set a date for opening of sealed bids for the "Napa County Re-Carpet of Various Offices at Carithers, PW 07-40. On October 11, 2007 bids were opened with Continental Flooring Company from Scottsdale, Arizona being the low bidder on the contract with a total base bid of \$173,333. This amount is found to be a fair and reasonable bid in comparison to three other County re-carpet projects that have recently been completed. Approval to award is based on the following:

<u>Bidder</u>	<u>Bid Amount</u>
Continental Flooring Company	\$173,333
Century Carpet	\$174,999
Page Construction	\$291,843
Vila Construction Company	\$461,476

### **SUPPORTING DOCUMENTS**

None

CEO Recommendation: Approve

Reviewed By: Helene Franchi