



Agenda Date: 2/6/2007
Agenda Placement: 6J

NAPA COUNTY BOARD OF SUPERVISORS Board Agenda Letter

TO: Board of Supervisors
FROM: Michael Stoltz for Robert Peterson - Director
Public Works
REPORT BY: Ginny Leija, Engineering Aide, 259-6718
SUBJECT: Child Support Services Re-Carpet Project - Approval of Plans and Specifications and
Authorization to Advertise

RECOMMENDATION

Director of Public Works requests approval of plans and specifications for the "Child Support Services Re-carpet Project," PW 07-13, authorization to advertise for sealed bids and opening of the bids at a time, date and location to be published by the Director of Public Works pursuant to Section 20150.8 of the Public Contract Code.

EXECUTIVE SUMMARY

Carpeting in the Child Support Services (CSS) Department has exceeded its useful life. The carpet is showing wear and tear, and needs to be replaced for safety reasons. Plans and specifications have been prepared and the project can now be put out to bid.

FISCAL IMPACT

Is there a Fiscal Impact?	Yes
Is it currently budgeted?	No
What is the revenue source?	Funding will be provided through salary savings in the CSS Department Budget 22500.
Is it Mandatory or Discretionary?	Discretionary
Discretionary Justification:	The carpet in various areas of the CSS Department is showing wear and tear and needs to be replaced.
Is the general fund affected?	No
Future fiscal impact:	None

Consequences if not approved: Existing carpet will continue to deteriorate.

Additional Information: None

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 the area of the CSS 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. Once bids have been received and reviewed, staff will return for approval to award the Project to the lowest responsible bidder.

SUPPORTING DOCUMENTS

None

CEO Recommendation: Approve

Reviewed By: Andrew Carey