



Agenda Date: 4/12/2005
Agenda Placement: 6H

NAPA COUNTY BOARD OF SUPERVISORS Board Agenda Letter

TO: Board of Supervisors
FROM: Kim Henderson for Robert Peterson - Director
Public Works
REPORT BY: Donald Gruenhagen, Engineering Assistant I , 259-8375
SUBJECT: Hall of Justice Planning Remodel - Notice of Completion

RECOMMENDATION

Director of Public Works requests acceptance of the work as complete and authorization for the Chair to sign and Clerk of the Board to file a Notice of Completion with the Clerk/Recorder for Contract No. PW 04-19, "Hall of Justice Planning Remodel Project."

EXECUTIVE SUMMARY

On December 7, 2004 the Board awarded the contract, "Hall of Justice Planning Remodel Project," PW 04-19 to Murray Building in the amount of \$33,905. Work is complete and staff requests approval to file Notice of Completion.

FISCAL IMPACT

Is there a Fiscal Impact?	Yes
Is it currently budgeted?	Yes
Where is it budgeted?	Capital Improvement Program
Is it Mandatory or Discretionary?	Discretionary
Discretionary Justification:	Construction of the project has been completed and a Notice of Completion needs to be filed.
Is the general fund affected?	No
Future fiscal impact:	None, project is complete.
Consequences if not approved:	Notice of Completion will not be filed.

Additional Information: The contract amount was \$33,905 and a change order for additional work was issued in the amount of \$2,656 for a total construction cost of \$36,561. The budget for this project was \$45,000 which covered design, in-house project management, construction, and administration costs.

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 Planning Department needed to reconfigure a portion of the Conservation Division's space within the Hall of Justice to control public access to staff areas, minimize worker disruption from the public, and provide an ADA compliant counter for public use.

To control public access, the main counter had to be located so that access would be from outside their area. This was done by combining a closet just outside the main access door with an office. The wall between the two rooms was partially removed and a new custom counter/workstation was constructed with a lift top counter which doubles as a handicap accessible counter. The main doorway into the Conservation Department had a keypad lock added for restricted access. This door is also controlled with a push button located at the new counter. The new interior space was painted to complete the new reception area. New ADA compliant door opener was added to new main entrance door.

SUPPORTING DOCUMENTS

None

CEO Recommendation: Approve

Reviewed By: Michael Stoltz