



Agenda Date: 4/3/2007  
Agenda Placement: 6E

## NAPA COUNTY BOARD OF SUPERVISORS Board Agenda Letter

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**TO:** Board of Supervisors  
**FROM:** Michael Stoltz for Robert Peterson - Director  
Public Works  
**REPORT BY:** Jane Slattery, Engineering Assistant , 259-8372  
**SUBJECT:** Modifications at Various Napa County Offices - Authorization to Award Contract

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### **RECOMMENDATION**

Director of Public Works requests award of the contract "Modifications at Various Napa County Offices" PW 07-05 to Robert C. Jackson of Santa Rosa, California, for their low base bid of \$43,986, and authorization for the Chair to sign the construction contract.

### **EXECUTIVE SUMMARY**

This project provides for modifications at various County offices, as requested by Conservation, Development and Planning, Environmental Management and the Health & Human Services Agency. Work will generally consist of relocating and/or reducing walls to accommodate additional personnel in a more strategic manner as well as to better serve the public.

### **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:	The requested space modification projects will accommodate additional personnel in a more strategic manner as well as to better serve the public.
Is the general fund affected?	Yes
Future fiscal impact:	None
Consequences if not approved:	Remodeling plans will not be implemented.

Additional Information: The estimated required budget to implement this project to completion is \$70,000. The required budget includes construction, construction contingency, engineering, inspection and administration costs.

### **ENVIRONMENTAL IMPACT**

**Categorical Exemption Class 1:** It has been determined that this type of project does not have significant effect on the environment and is exempt from the California Environmental Quality Act. [See Class 1("Existing Facilities") which may be found in the guidelines for the implementation of the California Environmental Quality Act at 14 CCR 15301; see also Napa County's Local Procedures for Implementing the California Environmental Quality Act, Appendix B.]

### **BACKGROUND AND DISCUSSION**

On January 9, 2007 the Board of Supervisors approved plans and specifications for the "Modifications at Various Napa County Offices" PW 07-05, authorized Public Works to advertise for sealed bids and for 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. On March 22, 2007 the following bids were received for the "Modifications at Various Napa County Offices", PW 07-05:

1. Robert Jackson of Santa Rosa - \$43,986
2. Page Construction of Novato - \$44,000
3. Emil Meyers of Napa - \$44,780

### **SUPPORTING DOCUMENTS**

None

CEO Recommendation: Approve

Reviewed By: Andrew Carey