



A Tradition of Stewardship
A Commitment to Service

Agenda Date: 4/4/2017

Agenda Placement: 6N

NAPA COUNTY BOARD OF SUPERVISORS Board Agenda Letter

TO: Board of Supervisors

FROM: Steven Lederer - Director of Public Works
Public Works

REPORT BY: Mallika Ramachandran, Engineering Supervisor - 259-8194

SUBJECT: Award of Professional Service Agreement to WRECO for On-Call Engineering Support Services

RECOMMENDATION

Director of Public Works requests approval of and authorization for the Chair to sign an agreement with WRECO for a maximum of \$300,000 per fiscal year for the term April 4, 2017 through June 30, 2017 with an automatic annual one year renewal provision, up to 5 additional years, to provide on-call engineering support services and staff augmentation for the Storm 2017 projects.

EXECUTIVE SUMMARY

During the storm event that started in January 2017, significant damage occurred at several roads sites. On January 31, 2017 the Board of Supervisors approved \$1,000,000 to start moving forward with repairs to those sites. Consultant services are required to provide on-call engineering support and staff augmentation to address work in relation to the Storm of 2017. On February 16, 2017 the Napa County Public Works Department released a Request for Qualifications (RFQ) inviting qualified consulting engineering firms to submit statement of qualifications to provide on call engineering support service. Eight consultants submitted statement of qualifications in response to this RFQ and three consultants were shortlisted.

Public Works staff has identified WRECO, Inc., as the most qualified firm to provide on-call engineering support and staff augmentation for the Storm 2017 projects.

WRECO is not a local vendor.

FISCAL IMPACT

Is there a Fiscal Impact? Yes

Is it currently budgeted?	Yes
Where is it budgeted?	The Board at the January 31, 2017 meeting , approved using General Fund contingency of \$1,000,000 to be used towards funding the planning and design, and initial construction efforts to commence repairs to sites damaged in the January 2017 storms. Funds were moved from the General Fund to the Roads Fund Capital Projects for the 2017 storm repairs and the consultant contracts will be paid from the project budget.
Is it Mandatory or Discretionary?	Discretionary
Discretionary Justification:	Consultant services are required to provide on-call engineering support services and staff augmentation to address work in relation to the Storm 2017.
Is the general fund affected?	Yes
Future fiscal impact:	Once the assessment of damages is completed, the request will be submitted to the State or FEMA and to FHWA/Caltrans (for sites on Federal Aid System) asking for potential funding for the permanent repairs. The receipt of funding is not guaranteed. Staff will be returning to the Board at a later date to provide the revised damage costs and to request any additional funding requirements related of the permanent repairs.
Consequences if not approved:	The County is requesting assistance from the State or FEMA to fund the cost to repair the damaged sites. Without assessment, the County will not be able to move forward to submit the funding request.
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

During the storm event that commenced January 2017, significant damage occurred at several roads sites, as well as at the Lake Berryessa and Napa Berryessa Resort improvement districts. The Public Works Director presented to the Board on January 31, 2017 the need for funds to be allocated to commence the process of assessing the repairs, a precursor for obtaining potential funding support from either the State or Federal government. The Board approved \$1,000,000, in part to support this engineering assessment.

Consultant services are required to provide on-call engineering support and staff augmentation to analyze each project, prepare documentation, suggest options, and prepare cost estimates. On February 16, 2017 Napa County Public Works Department released a Request for Qualifications (RFQ) inviting qualified consulting engineering firms to submit statement of qualifications to provide on call engineering support service. Eight consultants submitted statement of qualifications in response to this RFQ.

The proposals were evaluated on several criteria including the following:

1. Responsiveness to the request for statement of qualifications;
2. Organization and technical qualifications of the team;
3. Relevant experience and expertise for the requested services;
4. Understanding and approach and availability of the firm to provide requested services;
5. Professional reputation of the firm and the satisfaction of current and prior clients.

The three shortlisted consultants are:

1. WRECO, Inc., Walnut Creek, California
2. Schaff & Wheeler Inc., Santa Rosa, California
3. Cal Engineering & Geology, Inc. Walnut Creek, California

Staff is recommending an agreement with WRECO, Inc., for the maximum amount of \$300,000 to provide on-call engineering and staff augmentation services for the Storm 2017 projects. Staff may return to the Board with contracts for one or both of the other shortlisted firms if additional capacity is required.

SUPPORTING DOCUMENTS

None

CEO Recommendation: Approve

Reviewed By: Bret Prebula