



Agenda Date: 6/12/2007
Agenda Placement: 6I

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: Napa County Child Support Services Re-Carpet - 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 07-13, "Napa County Child Support Services Re-Carpet."

EXECUTIVE SUMMARY

On April 4, 2007 the Board of Supervisors awarded the "Napa County Child Support Services Re-Carpet" Project, PW 07-13, to Performance Floor Covering of Cotati, California in the amount of \$43,042. Work is complete and the Director of Public Works requests approval to file Notice of Completion.

FISCAL IMPACT

Is there a Fiscal Impact?	Yes
Is it currently budgeted?	No
What is the revenue source?	On April 3, 2007 the Board approved Budget Transfer No. 52 appropriating \$58,000 in the Capital Improvement Budget with off setting revenues from unspent appropriations in the Child Support Services Department Budget.
Is it Mandatory or Discretionary?	Discretionary
Discretionary Justification:	Notice of Completion needs to be filed to complete the project and process final payment to the contractor.
Is the general fund affected?	No
Future fiscal impact:	None

Consequences if not approved: The Notice of Completion cannot be filed.

Additional Information: Total project costs are \$58,000 which includes construction, engineering, inspection and public works administration.

ENVIRONMENTAL IMPACT

ENVIRONMENTAL DETERMINATION: 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

On April 3, 2007 the Board of Supervisors awarded the re-carpet project to Performance Floor Covering of Cotati, California for its low bid of \$43,042 and Budget Transfer No. 52 in the amount of \$58,000 with offsetting revenue from Child Support Services. Work has been completed and a Notice of Completion needs to be filed.

SUPPORTING DOCUMENTS

None

CEO Recommendation: Approve

Reviewed By: Helene Franchi