



A Tradition of Stewardship
A Commitment to Service

Agenda Date: 6/18/2019

Agenda Placement: 6CC

NAPA COUNTY BOARD OF SUPERVISORS Board Agenda Letter

TO: Board of Supervisors

FROM: Steven Lederer - Director of Public Works
Public Works

REPORT BY: John Vicencio, Associate Engineer - 259-8369

SUBJECT: Amendment No. 2 to Professional Service Agreement No. 170703B with Consolidated Engineering Laboratories

RECOMMENDATION

Director of Public Works requests approval of and authorization for the Chair to sign Amendment No. 2 to Agreement No. 170703B (formerly AUD 7065) with Quality Assurance Engineering, Inc., dba Consolidated Engineering Laboratories (CEL) increasing the amount by \$10,000 for a new maximum of \$160,000 and extending the term through June 30, 2019, to pay the remaining Fiscal Year 2018-2019 invoices in the amount of \$9,021.67 related to the earthquake repairs at the Historic Courthouse.

EXECUTIVE SUMMARY

On May 14, 2015, the Napa County Executive Officer approved a Professional Service Agreement (PSA) with Quality Assurance Engineering, Inc. dba Consolidated Engineering Laboratories (CEL), a construction inspection and materials testing consulting firm, for the purposes of providing on-call inspection and materials testing services for various Public Works projects. Due to the needs of various projects and on-going required inspections and testing services for the "Napa County Courthouse Earthquake Repair Project", PW 15-09, CEL exceeded the maximum amount of \$62,000 in the original PSA. On July 24, 2018 the Board of Supervisors approved Amendment No.1 to increase the contract amount by \$88,000 bringing the total to \$150,000. Due to unforeseen conditions during construction, additional testing was required which was not anticipated and exceeded the amended contract amount . Amendment 2 will increase the contract amount by \$10,000 bringing the total to \$160,000 and requires approval by the Board of Supervisors. This will allow CEL to be reimbursed for services performed during Fiscal Year 2018-19. The services provided by CEL that are associated with the courthouse are currently being reimbursed by insurance.

FISCAL IMPACT

Is there a Fiscal Impact?	Yes
Is it currently budgeted?	Yes
Where is it budgeted?	It is budgeted in Capital Improvement Program, Fund 3000, Subdivision 3000550, Program Q0630. The County has earthquake insurance for the courthouse. Insurance is currently paying for these ongoing inspection/testing services to ensure the project site is in compliance with state/federal seismic and safety standards. It is anticipated that 100% of the costs of CEL's services for the courthouse earthquake repairs will be covered by the current insurance policy.
Is it Mandatory or Discretionary?	Discretionary
Discretionary Justification:	The original Professional Service Agreement with CEL allowed for on-call services over a 3 year period for a maximum contract amount of \$62,000. Amendment No. 1 to the agreement increased the contract amount by \$88,000 for a maximum amount of \$150,000 which allowed CEL to continue providing services for the historic courthouse repairs. Amendment 2 will allow CEL to be reimbursed for services performed in Fiscal Year 2018-19 and will finalize their contract with the County.
Is the general fund affected?	No
Future fiscal impact:	There will be no services needed for the next fiscal year. CEL's services will be reimbursed for services performed in Fiscal Year 2018-19.
Consequences if not approved:	County will not be able to reimburse CEL for services rendered.
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

On March 25, 2015, staff published a Request for Qualifications for on-call construction inspection and material testing services for various Public Works projects over a 3-year duration. Staff conducted interviews with 3 firms on April 21, 2015 with Quality Assurance Engineering dba Consolidated Engineering Laboratories (CEL) being one of two firms that were chosen to provide these on-call services for various projects as needed. On May 14, 2015, the Napa County Executive Officer approved a Professional Service Agreement (PSA) with CEL for a maximum amount of \$62,000. Reimbursement for the requested services would be paid through each individual project funding source.

In December 2017, staff enlisted the services of CEL to provide support during the construction phase of the "Napa County Courthouse Earthquake Repair Project", PW 15-09. CEL was tasked to perform special inspections and provide materials testing for the structural repairs to the courthouse. CEL's responsibilities included materials sampling and testing of construction materials and provide special inspections services. As the courthouse

repairs progressed, it was necessary for CEL to continue to provide uninterrupted ongoing services. Due to these ongoing repairs, CEL's original maximum contract amount was exceeded.

On July 24, 2018, approval of Amendment No. 1 was requested to allow CEL to continue uninterrupted testing and analysis as the courthouse repairs progressed. Amendment No. 1 increased the contract amount by \$88,000 for a total of \$150,000 and extended the contract duration to December 31, 2018. Amendment No. 1 also allowed CEL to be reimbursed for services provided in Fiscal Year 2017-18.

Approval of Amendment No. 2 to Agreement No. 170703B (formerly AUD 7065) is requested at this time to extend CEL's contract to June 30, 2019 and will allow CEL to be reimbursed for services provided in Fiscal Year 2018-19 that were essential to maintain continuity of the project. Amendment No. 2 will increase the contract amount by \$10,000 for a total of \$160,000.

It is anticipated that 100 percent of all special inspections and materials testing for the courthouse will be reimbursed by insurance.

SUPPORTING DOCUMENTS

None

CEO Recommendation: Approve

Reviewed By: Leigh Sharp