



Agenda Date: 7/10/2007  
Agenda Placement: 6E

## NAPA COUNTY BOARD OF SUPERVISORS Board Agenda Letter

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**TO:** Board of Supervisors  
**FROM:** Martha Burdick for Robert Peterson - Director  
Public Works  
**REPORT BY:** Ginny Leija, Engineering Aide, 259-6718  
**SUBJECT:** Napa County Airport Re-carpet - Notice of Completion

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### **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 07-24A, "Napa County Airport Re-Carpet Project."

### **EXECUTIVE SUMMARY**

On May 18, 2007, the Napa County Director of Public Works, acting as Purchasing Agent by delegation, awarded the contract "Napa County Airport Lobby Re-Carpet Project", PW 07-24A, to Carpet One of Napa, California for its bid of \$6,004.97. 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?	Yes
Where is it budgeted?	Airport
Is it Mandatory or Discretionary?	Discretionary
Discretionary Justification:	Notice of Completion needs to be filed to complete the project.
Is the general fund affected?	No
Future fiscal impact:	None.
Consequences if not approved:	The Notice of Completion cannot be filed.
Additional Information:	The total estimated project cost is \$7,987.

**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 27, 2007 the Board of Supervisors approved plans and specifications and authorized advertising for the "Napa County Airport Lobby Re-Tile Project" PW 07-24. Bids were opened and all bids came in over budget. A request to reject all bids was presented and accepted by the Board on June 5, 2007.

It was determined that by re-carpeting a small area of the lobby, the safety concerns in the lobby could be addressed at less than the original bid for the re-tiling project. On May 14, 2007, the Director of Public Works, acting as Purchasing Agent by delegation, awarded the contract, "Napa County Airport Re-Carpet" PW 07-24A, to Carpet-One Design of Napa for their bid of \$6,004.

Work has been completed and a Notice of Completion needs to be filed.

**SUPPORTING DOCUMENTS**

None

CEO Recommendation: Approve

Reviewed By: Helene Franchi