



A Tradition of Stewardship
A Commitment to Service

Agenda Date: 7/31/2018

Agenda Placement: 6H

NAPA COUNTY BOARD OF SUPERVISORS Board Agenda Letter

TO: Board of Supervisors

FROM: Steven Lederer - Director of Public Works
Public Works

REPORT BY: Dixon Haun, Associate Civil Engineer - 259-8376

SUBJECT: Napa County Airport Fuel Facility Upgrade - PSA for Design Services

RECOMMENDATION

Director of Public Works request approval of and authorization for the Chair to sign an agreement with Argus Consulting Inc. for a maximum of \$155,500 for the term of August 1, 2018 through December 31, 2019 for engineering design services to prepare plans and specifications for the Napa County Airport Fuel Facility Upgrade.

EXECUTIVE SUMMARY

This project is needed to repair ancillary equipment for the three 12,000 gallon fuel tanks at the airport. Staff conducted a request for Qualification process in March 2018 for the selection of a firm to provide engineering services. Today's action will approve an agreement with Argus Consulting Inc. in the amount of \$155,500 to provide engineering services to prepare plans and specifications for the Napa County Airport Fuel Facility Upgrade.

FISCAL IMPACT

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|---------------------------|---|
| Is there a Fiscal Impact? | Yes |
| Is it currently budgeted? | Yes |
| Where is it budgeted? | Airport Fund 5010, Subdivision 5010500, Program 09008 |

The airport has been collecting funds for several years specific to the fueling facility and it is this funding which is being used to pay for this maintenance/upgrade.

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| Is it Mandatory or Discretionary? | Discretionary |
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| Discretionary Justification: | This project is needed to repair ancillary equipment for the three 12,000 gallon fuel tanks at the airport. The existing aboveground fuel tanks are approximately 26 years old. Only minimal maintenances work has been done on these tanks in that time frame, and there are several issues needing attention. Currently, work is needed on the level alarms system, interstitial monitors/sensors, valves with degrading seals, valves that are non-functional due to worn or damaged seals, and spill containment on the truck off-loading pad. The repair of these items will ensure the Airport has a functional and regulatory compliant fuel tank system. |
| Is the general fund affected? | No |
| Future fiscal impact: | FY2018-2019 Program 09008 budget includes \$500,000 for the design and construction costs. |
| Consequences if not approved: | The existing fuel tanks will not be upgraded. By not upgrading the ancillary equipment on the aboveground fuel tanks, they would not be in compliance with local and regulatory requirements. The functionality of the tanks would be degraded and would become a safety issue for Airport personnel and Airport vendors. |
| 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

This project is needed to repair ancillary equipment for the three 12,000 gallon fuel tanks at the airport. The existing aboveground fuel tanks are approximately 26 years old. Only minimal maintenances work has been done on these tanks in that time frame, and there are several issues needing attention. Currently, work is needed on the level alarms system, interstitial monitors/sensors, valves with degrading seals, valves that are non-functional due to worn or damaged seals, and spill containment on the truck off-loading pad. The repair of these items will ensure the Airport has a functional and regulatory compliant fuel tank system.

Staff conducted a Request for Qualifications process in February 2017 for the selection of a firm to provide engineering services. Argus Consulting Inc. was selected based on professional qualifications and demonstrated competence. Today's action will approve an agreement with Argus Consulting Inc. in the amount of \$155,500 to provide engineering services and construction administration support services associated with Napa County Airport Fuel Facility Upgrade.

Argus Consulting Inc. is not a local vendor.

SUPPORTING DOCUMENTS

None

CEO Recommendation: Approve

Reviewed By: Bret Prebula