



A Tradition of Stewardship
A Commitment to Service

Agenda Date: 9/1/2020

Agenda Placement: 6C

NAPA COUNTY BOARD OF SUPERVISORS Board Agenda Letter

TO: Board of Supervisors

FROM: Stacie McCambridge for Geoff Belyea - Fire Chief
County Fire Department

REPORT BY: Stacie McCambridge, Associate Governmental Program Analyst - (707) 299-1465

SUBJECT: Professional Service Agreement for Portable Sanitation

RECOMMENDATION

County Fire Chief requests approval of and authorization for the Chair to sign the following agreements for the term July 1, 2020 through June 30, 2021 with an automatic annual renewal option up to two additional years to provide portable toilet services for the Napa County Fire Department:

1. American Sanitation, Inc. for a maximum amount of \$5,500 per fiscal year.
2. Johnny on the Spot for a maximum amount of \$10,000 per fiscal year.

EXECUTIVE SUMMARY

American Sanitation, Inc. and Johnny on the Spot provides on-site portable toilet services. These companies will be used at the Napa County Volunteer Fire Stations and Training Grounds to provide restroom facilities to those areas not equipped.

FISCAL & STRATEGIC PLAN IMPACT

Is there a Fiscal Impact?	Yes
Is it currently budgeted?	Yes
Where is it budgeted?	County Fire Department
Is it Mandatory or Discretionary?	Discretionary
Discretionary Justification:	These companies will be used at the Napa County Volunteer Fire

	Stations and Training Grounds to provide restroom facilities to those areas not equipped.
Is the general fund affected?	No
Future fiscal impact:	The County Fire Department will continue to budget for the servicing of portable toilets.
Consequences if not approved:	A service issue would be unaddressed.
County Strategic Plan pillar addressed:	Healthy, Safe, and Welcoming Place to Live, Work, and Visit
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

American Sanitation, Inc. and Johnny on the Spot provide on-site portable toilet services. These vendors will be used to provide restroom facilities to areas challenged with providing public restrooms. Currently these vendors provided units to the Napa County Training Grounds, volunteer stations and County Chipping Program.

For many years, these vendors have provided excellent service for the Fire Department and other departments throughout the County. They have been able to accommodate County Fire with immediate needs or units with same day service if needed. The choice to use two different vendors will allow County Fire to have two options in case of an emergency need.

The American Sanitation, Inc. contract is for a maximum of \$5,500 while the Johnny on the Spot contract is for a maximum of \$10,000 for the term July 1, 2020 through June 30, 2021, with an automatic annual renewal.

SUPPORTING DOCUMENTS

None

CEO Recommendation: Approve

Reviewed By: Helene Franchi