



A Tradition of Stewardship
A Commitment to Service

Agenda Date: 9/14/2010

Agenda Placement: 7H

NAPA COUNTY BOARD OF SUPERVISORS Board Agenda Letter

TO: Board of Supervisors

FROM: Ridenhour, Don - Director
Public Works

REPORT BY: Kimberly Payne, Staff Services Analyst I - 259-8603

SUBJECT: Amendment Number 1 to Napa County Agreement No. 7294 (Professional Services Agreement with Post, Buckley, Schuh & Jernigan, Inc.)

RECOMMENDATION

Director of Public Works requests approval of and authorization for the Chair to sign Amendment No. 1 to Agreement No. 7294 with Post, Buckley, Schuh & Jernigan, Inc. (PBS&J) extending the term through June 30, 2011 with no change in maximum contract amount or scope of work to provide assistance in updating the Traffic Mitigation Fee program for the Napa County Airport Industrial Area.

EXECUTIVE SUMMARY

On August 16, 2009, a professional services agreement, in the amount of \$47,540, with Post, Buckley, Schuh & Jernigan, Inc. (PBS&J) was executed by the County Purchasing Agent (AUD 6192). The purpose of the contract was to update the Traffic Mitigation Fee program for the Napa County Airport Industrial Area.

On October 6, 2009, your Board approved Napa County Agreement No. 7294, which increased the maximum contract amount from \$47,540 to \$61,540. The modification to the existing contract was necessary in order to refine the land use data used as input to the travel model for the airport area. The original scope of work included utilization of the existing Solano Transportation Authority Travel Demand Model, which covers both Napa and Solano counties. However, it was determined that the land use data used in this model would not result in accurate projections for existing or future year conditions in the Airport area, and therefore might not forecast the most appropriate improvement projects needed to handle future growth in the area.

The proposed Amendment No. 1 to Napa County Agreement No. 7294 will extend the contract term through June 30, 2011 with no modification to either maximum contract amount or scope of work.

FISCAL IMPACT

Is there a Fiscal Impact?	Yes
Is it currently budgeted?	Yes
Where is it budgeted?	Traffic Mitigation Fees
Is it Mandatory or Discretionary?	Discretionary
Discretionary Justification:	The findings of the update study will enable the County to remain in full compliance with the requirements of the Mitigation Fee Act, Sections 66000 et seq. of the California Government Code.
Is the general fund affected?	No
Future fiscal impact:	There will not be an impact on future fiscal years as the Study will be completed in Fiscal Year 2010-2011.
Consequences if not approved:	If this amendment is not approved the updated Airport Industrial Area Traffic Impact Study will not be able to be completed, as the existing agreement has already expired.

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

In February 2009, the Department of Public Works issued a Request for Proposal (RFP) for an Update of Airport Industrial Area Traffic Mitigation Fee Program. The County was seeking a well-qualified transportation planning and engineering firm to prepare an update of its existing Airport Industrial Area Traffic Mitigation Fee program for the industrial area around the Napa County Airport. The program had been in place since 1990, undergoing only minor updates since that time, necessitating a more-comprehensive update of the technical study which supported the fee system. The findings of the update study will be used to enable the County to remain in full compliance with the requirements of the Mitigation Fee Act, Sections 66000 et seq. of the California Government Code.

The RFP had four essential elements that were required of the consultant: 1) Evaluation of existing circulation conditions; 2) Projection of future circulation conditions; 3) Preparation of updated Capital Improvement Plan; and 4) Preparation of updated Financial Plan. Eight consultants responded to the RFP, and the contract was awarded to Post, Buckley, Schuh & Jernigan, Inc. (PBS&J). The maximum contract amount of this professional services agreement was \$47,540, within the threshold for execution by the County Purchasing Agent.

During the course of their analysis, PBS&J discovered that the land use data in the recently updated Solano Transportation Authority Travel Demand Model would not be usable "as is" for the purpose of future conditions projections. The traffic analysis zones in the existing model appear to have some inaccuracies that would overstate the land use. On October 6, 2009, your Board approved Napa County Agreement No. 7294, which increased the maximum contract amount from \$47,540 to \$61,540, in order to develop a refinement to the land use

data that would more accurately reflect the existing and future year conditions. The model that results will have improved accuracy that could also be used on other current and future traffic studies.

Agreement No. 7294 was approved with a term running until June 30, 2010. Additional delays have been incurred on the part of the consultant and the study update is not yet complete. The proposed Amendment No. 1 to Napa County Agreement No. 7294 will extend the term of the Agreement through June 30, 2011, leaving all other terms and conditions as originally agreed, including the total compensation to be paid to the consultant.

SUPPORTING DOCUMENTS

None

CEO Recommendation: Approve

Reviewed By: Helene Franchi