



A Tradition of Stewardship
A Commitment to Service

Agenda Date: 9/9/2014
Agenda Placement: 70

NAPA COUNTY BOARD OF SUPERVISORS Board Agenda Letter

TO: Board of Supervisors
FROM: Steven Lederer - Director of Public Works
Airport
REPORT BY: Kathy Wagenknecht, Staff Services Analyst II - 259-8683
SUBJECT: Professional Services Agreement with Coast Landscape Management, Inc.

RECOMMENDATION

Director of Public Works requests approval of and authorization for the Chairman to sign an agreement with Coast Landscape Management, Inc. for the term July 1, 2014 through June 30, 2015 for a three year maximum of \$15,000 per fiscal year to provide landscaping services to the medians of roadways located in County Service Area No. 3.

EXECUTIVE SUMMARY

Approval of the requested agreement will provide continued landscaping services to the medians of roadways located in County Service Area No. 3. The contractor is a local vendor.

FISCAL IMPACT

Is there a Fiscal Impact?	Yes
Is it currently budgeted?	Yes
Where is it budgeted?	County Service Area No. 3
Is it Mandatory or Discretionary?	Discretionary
Discretionary Justification:	To provide landscaping services and to maintain the medians in Airport Boulevard, Devlin Road and Gateway Road West. This is consistent with the Service Plan for County Service Area No. 3 for 2014-2015 which states that services may be provided through a contract with an outside vendor.
Is the general fund affected?	No

Future fiscal impact: Sufficient funds have been included in the fiscal year (FY) 2014-2015 County Service Area #3 budget. The agreement provides for an automatic renewal at the end of the next two fiscal years for a maximum of \$15,000 per fiscal year under the same terms and conditions.

Consequences if not approved: The County would be unable to provide the required landscaping services authorized by Resolution No. 2014-67 for County Service Area No. 3.

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

County Service Area (CSA) No. 3 was formed by the Napa County Board of Supervisors in 1979 as a mechanism for providing certain extended governmental services to the unincorporated areas surrounding the Napa County Airport. In 1994, the Board added landscaping as one of the extended services that would be provided by CSA No. 3. The cost of landscaping is apportioned to each property within CSA No. 3 in proportion to the special benefit each property receives from the improvements.

Since 2011, Coast Landscape Management, Inc. has provided efficient and reliable service to County Service Area No. 3. This new agreement will ensure that the ongoing landscaping services to the medians of roadways located in County Service Area No. 3 will be performed.

SUPPORTING DOCUMENTS

None

CEO Recommendation: Approve

Reviewed By: Helene Franchi