



Agenda Date: 1/12/2022  
Agenda Placement: 8B

## Napa Sanitation District Board Agenda Letter

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**TO:** Honorable Board of Directors  
**FROM:** Timothy Healy - General Manager  
NS-Technical Services/Engineer  
**REPORT BY:** Simon Kobayashi, Associate Engineer - 707-258-6030  
**SUBJECT:** Award Task Order for Construction Management Services for the 2022 Collection System Rehabilitation Project (CIP 21701)

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### **RECOMMENDATION**

Authorize the Purchasing Agent to execute a task order with Psomas to provide construction management services for the 2022 Collection System Rehabilitation Project (CIP 21701) in the amount of \$134,960.

### **EXECUTIVE SUMMARY**

Psomas will provide construction management during construction of the 2022 Collection System Rehabilitation Project. Psomas will provide a part-time construction manager to administer the contract documents, conduct project progress meetings, maintain project records, and assist with processing and administration of submittals, requests for information, change orders, progress payments, and construction schedules. Psomas' budget in the attached Task Order is based on the construction schedule prepared by NapsSan staff as part of the design effort.

A detailed scope of work is included in the attachments.

### **FISCAL & STRATEGIC PLAN IMPACT**

Is there a Fiscal Impact?	Yes
Is it currently budgeted?	Yes
Where is it budgeted?	The project is budgeted in the FY 21/22 and the proposed FY 22/23 Capital Improvement Program. The project budget is \$6,976,500.

Is it Mandatory or Discretionary?	Discretionary
Discretionary Justification:	The Psomas project team successfully managed the 2021 Collection System Rehabilitation Project and is the most qualified firm to provide these services.
Is the general fund affected?	Yes
Future fiscal impact:	Construction will be completed in FY 22/23. Unused budget from the current fiscal year will be carried forward into the next fiscal year.
Consequences if not approved:	NapaSan staff will manage construction. This will impact staff's ability to complete other planned projects.
Additional Information:	None.

**ENVIRONMENTAL IMPACT**

None.

**BACKGROUND AND DISCUSSION**

Psomas was selected because they successfully managed construction of the 2021 Collection System Rehabilitation project. Third-party construction management offers independent review of project issues and evaluation of solutions that best benefit the project.

**SUPPORTING DOCUMENTS**

A . Task Order 39

Napa Sanitation District: Approve

Reviewed By: Timothy Healy