



Agenda Date: 1/16/2019

Agenda Placement: 7E

Napa Sanitation District Board Agenda Letter

TO: Honorable Board of Directors

FROM: Andrew Damron for Timothy Healy - General Manager
NS-Technical Services/Engineer

REPORT BY: Simon Kobayashi, Associate Engineer - 707-258-6030

SUBJECT: Approve the Project, Concur with CEQA Determination, and Authorize the General Manager to Issue Notice Inviting Bids for the Pond Transfer Structures - Pond 2 to Pond 3 Project (CIP 19717)

RECOMMENDATION

Approve the project, concur with CEQA determination, and authorize the General Manager to issue Notice Inviting Bids for the Pond Transfer Structures - Pond 2 to Pond 3 Project (CIP 19717).

EXECUTIVE SUMMARY

The project will remove and replace the pond transfer structures that control water flow from oxidation Pond 2 to Pond 3 at NapaSan's Soscol Water Recycling Facility. The existing transfer structures are no longer mechanically operable and are recommended for replacement in the Wastewater Treatment Plant Master Plan.

Construction is scheduled for April-June 2019. The engineer's estimate of probable construction cost for the project is \$240,000. Construction is expected to be completed in 60 calendar days.

NapaSan will order and purchase some materials (pipe and valves) prior to award of the construction contract to the low bidder. The pre-purchase of these materials is required to begin construction of this project in April 2019 due to long-lead time on the orders. The engineer's estimate does not include NapaSan's cost to purchase these materials. The cost of the materials to be pre-purchased is estimated to be \$60,000.

If approved, staff will issue the notice inviting bids on January 17, 2019. A pre-bid meeting for contractors will be held on February 14, 2019 and bids will be opened March 5, 2019. The construction contract is scheduled for Board award on March 20, 2019.

Plans are available for review in NapaSan's Administrative Office, and will be available at the District Board

meeting on January 16, 2019.

FISCAL IMPACT

| | |
|-----------------------------------|--|
| Is there a Fiscal Impact? | Yes |
| Is it currently budgeted? | Yes |
| Where is it budgeted? | The project is budgeted in the 10-year Capital Improvement Program. The budget for the Pond Transfer Structures - Pond 2 to 3 Project (CIP 19717) is \$301,300. There are sufficient funds available to cover this work. |
| Is it Mandatory or Discretionary? | Discretionary |
| Discretionary Justification: | The project will replace the water transfer structures which will enable NapaSanstaff to control water flow easily and safely. |
| Is the general fund affected? | No |
| Future fiscal impact: | None. |
| Consequences if not approved: | NapaSan staff will continue to use the existing structures between Pond 2 and Pond 3 which do not function. |
| Additional Information: | None. |

ENVIRONMENTAL IMPACT

Staff performed a preliminary CEQA review of this project and determined the project to be Categorically Exempt. This project consists of replacing existing transfer structures involving no expansion of capacity, which corresponds to Categorical Exemption 15302 (c). If the Board concurs with this determination, staff will file the Notice of Exemption after Board approval of the project.

BACKGROUND AND DISCUSSION

Currently, NapaSan staff uses plywood boards inserted into the structures to hold back water from Pond 2. This procedure is unreliable and unsafe. It also limits staff's ability to effectively operate the oxidation ponds. The new transfer structures are designed to facilitate the reliable control and transfer of water between ponds.

SUPPORTING DOCUMENTS

- A . Project Location Map
- B . Notice of Exemption

Napa Sanitation District: Approve
Reviewed By: Andrew Damron