



Agenda Date: 2/3/2021
Agenda Placement: 8B

Napa Sanitation District Board Agenda Letter

TO: Honorable Board of Directors

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

REPORT BY: Karl Ono, Associate Engineer - (707) 258-6013

SUBJECT: Award Task Order for Construction Management and Inspection Services for the 66-inch Trunk Sewer Rehabilitation Project (CIP 19701)

RECOMMENDATION

Authorize the Purchasing Agent to execute a Task Order with Brown & Caldwell to provide construction management and inspection services for the 66-inch Trunk Sewer Rehabilitation Project (CIP 19701) in the amount of \$571,063.

EXECUTIVE SUMMARY

Brown & Caldwell will provide third party construction management and inspection services during construction of the 66-inch Trunk Sewer Rehabilitation Project (CIP 19701). Brown & Caldwell's scope of work includes providing full time staffing during construction to monitor the Contractor's work for compliance with the contract documents, administering requirements of environmental documents and regulatory permits, quality assurance, and safety. The consultant's work also includes coordinating work, conducting project meetings, preparing inspection reports, and reviewing progress payments.

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 20/21 Capital Improvement Program.

Is it Mandatory or Discretionary?	Discretionary
Discretionary Justification:	The construction method of cured-in-place pipe is considered specialty construction, and the large diameter sewer mains included in this project add to project complexity and difficulty.
Is the general fund affected?	Yes
Future fiscal impact:	Construction will be completed in FY 21/22. Unused budget in the current fiscal year will be carried forward into the next fiscal year.
Consequences if not approved:	NapaSan staff will manage and inspect the construction project. NapaSan staff does not have significant experience inspecting projects of this type. Additionally, this will impact staff's ability to complete other planned projects.
Additional Information:	The project will be financed by the sale of revenue certificates of participation. Authorization for further action related to financing is included on this agenda.

ENVIRONMENTAL IMPACT

None.

BACKGROUND AND DISCUSSION

NapaSan staff managed a competitive consultant selection and procurement process. A request for qualifications for construction management and inspection services was sent to local and regional consulting firms and four (4) statements of qualifications (SOQs) were received by NapaSan. Based on staff review of the SOQs, all four (4) firms were interviewed. Staff selected Brown & Caldwell's team as the most qualified team to perform the required services. Brown & Caldwell's CM team also performed B/C review on the project prior to bidding and successfully managed NapaSan's Soscol/Sousa 45-inch diameter CIPP project in 2017.

SUPPORTING DOCUMENTS

A . Brown & Caldwell Task Order 45

Napa Sanitation District: Approve

Reviewed By: Timothy Healy