



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

## 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:** Karl Ono, Associate Engineer - (707) 258-6013

**SUBJECT:** Award Task Order for Engineering and Environmental Services during Construction for the 66-inch Trunk Sewer Rehabilitation Project (CIP 19701)

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### **RECOMMENDATION**

Authorize the Purchasing Agent to execute a Task Order with Woodard & Curran to provide engineering and environmental services during construction for the 66-inch Trunk Sewer Rehabilitation Project (CIP 19701) in the amount of \$396,848.

### **EXECUTIVE SUMMARY**

Woodard & Curran will provide engineering and environmental services during construction for the 66-inch Trunk Sewer Rehabilitation Project (CIP 19701). Woodard & Curran's scope of work includes environmental services, review of product and material submittals, responding to contractor requests for information and clarifications, attendance at construction and site meetings as needed, and preparation of record drawings.

Woodard & Curran prepared the environmental document for the project, provided resource agency permitting support, and is the engineer of record for the design of the project. They are the most qualified firm to perform the listed services during construction.

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:	Woodard & Curran prepared the design documents and the environmental documents for the project. Woodard & Curran is the most qualified to provide engineering and environmental services during construction of the project.
Is the general fund affected?	Yes
Future fiscal impact:	Construction will be completed in FY21/22. Unused budget from the current fiscal year will be carried forward into the next fiscal year.
Consequences if not approved:	NapaSan staff will review submittals and requests-for-information and attempt to perform environmental and other scoped services. Certain conditions of regulatory permits and environmental documents require qualified biologists, restoration ecologists, and archaeologists to perform tasks within specific timeframes during construction. NapaSan staff does not have the proper certifications and experience to provide these services. Responses could delay construction, impact staff's ability to complete other scheduled projects, or result in violations of regulatory permits.
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**

Work on the project began with a condition assessment study in 2018. Based on the results of the condition assessment study, the pipeline rehabilitation design started in 2019. Woodard & Curran prepared the design documents and the environmental documents for the project.

A separate Task Order for pre-construction environmental services in the amount of \$32,997 was issued in November 2020. The pre-construction environmental services include surveys for California Ridgway's Rail, Black Rail, and Swainson's Hawk, that needed to commence prior to award of the project's construction contract. These surveys are currently in progress.

### **SUPPORTING DOCUMENTS**

A . Woodard & Curran Task Order 4

Napa Sanitation District: Approve

Reviewed By: Timothy Healy