



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

Napa Sanitation District Board Agenda Letter

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 the Pond Levee Maintenance Project (CIP 20707) Construction Management, Inspection, and Testing Services

RECOMMENDATION

Authorize the Purchasing Agent to execute a task order with Psomas Company to provide construction management, inspection, and testing services for the Pond Levee Maintenance Project (CIP 20707) in the amount of \$178,450.

EXECUTIVE SUMMARY

Psomas Company will provide third party construction management, inspection, and testing services during construction of the Pond Levee Maintenance Project. Psomas's scope of work includes providing full time staffing to monitor the contractor's work for compliance with the contract documents. The consultant's work also includes coordinating work, conducting project meetings, maintaining project record drawings, preparing daily inspection reports, conducting compaction testing, and reviewing monthly progress payments.

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 2020/21 and the proposed FY 2021/22 capital improvement program. The project budget is \$1,600,000.
Is it Mandatory or Discretionary?	Discretionary

Discretionary Justification:	NapaSan staff determined that Psomas Company is the most qualified firm to provide construction management and inspection services for the project.
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. This will impact staff's ability to complete other planned projects.
Additional Information:	None.

ENVIRONMENTAL IMPACT

None.

BACKGROUND AND DISCUSSION

Psomas Company as the most qualified firm for the project. Third-party construction management offers independent review of project issues and evaluation of solutions that best benefit the project. Psomas is anticipated to provide construction management and inspection services for the 2021 Treatment Plant Project as well, which will overlap in construction schedule resulting in decreased costs and increased efficiency for NapaSan.

SUPPORTING DOCUMENTS

A . Task Order 36

Napa Sanitation District: Approve

Reviewed By: Timothy Healy