



Agenda Date: 6/23/2021

Agenda Placement: 7D

## 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:** Accept Completion of the Sanitary Sewer Manhole Adjustment Project, Phase X (CIP 13702)

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### **RECOMMENDATION**

Adopt resolution accepting completion and authorizing the General Manager to file the Notice of Completion at the Napa County Office of the Recorder for the Sanitary Sewer Manhole Adjustment Project, Phase X (CIP 13702).

### **EXECUTIVE SUMMARY**

On November 2, 2020, NapaSan entered into a contract with H&R Plumbing and Drain Cleaning, Inc. to furnish all labor, materials, equipment, and services for the construction of the Sanitary Sewer Manhole Adjustment Project, Phase X (CIP 13702). On June 15, 2021, the General Manager submitted his Certificate of Completion to the Board Secretary certifying that the project was completed to his satisfaction.

The total approved contract amount for this project is \$122,535. NapaSan is currently holding \$6,126.75 (5%) as retention on this project. Staff will file the Notice of Completion with the County Recorder once a maintenance bond for 10% of the final contract amount is submitted to NapaSan. The full retention amount will be released to the Contractor 35-days after filing of the Notice of Completion with the Recorder and after NapaSan receives confirmation that all vendors and subcontractors have been paid in full. There were no change orders on this project.

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

Is there a Fiscal Impact?

No

**ENVIRONMENTAL IMPACT**

None.

**BACKGROUND AND DISCUSSION**

This is an ongoing program to adjust/raise manhole and flush hole frames and covers in streets that have been resurfaced as part of the City of Napa's Neighborhood Streets and Sidewalks Program. Under this project, 58 sanitary sewer manholes and 10 sanitary sewer flush holes were raised to grade. The project primarily included structures in the "Greenbach" and "Hospital West" neighborhoods that were paved in 2020. A map showing the locations of structures that were adjusted within these neighborhoods is attached.

**SUPPORTING DOCUMENTS**

- A . Certificate of Completion - CIP 13702
- B . Completion Resolution - CIP 13702
- C . Area Map

Napa Sanitation District: Approve

Reviewed By: Timothy Healy