



Agenda Date: 7/17/2019

Agenda Placement: 7H

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

SUBJECT: Approve the Project, Concur with Staff's CEQA Determination, and Authorize the General Manager to Issue Notice Inviting Bids for the 2019 Sanitary Sewer Manhole Adjustment Project (CIP 13702)

RECOMMENDATION

Approve the project and concur with staff's determination that the project is Categorically Exempt for the 2019 Sanitary Sewer Manhole Adjustment Project (CIP 13702).

EXECUTIVE SUMMARY

This project will adjust to grade approximately 200 sanitary sewer manholes and approximately 30 sanitary sewer flush holes after completion of the City of Napa's annual paving projects. Based on the timing and sequencing of paving by the City of Napa, staff may divide the project into two separate phases/contracts. It is expected that all of the work will be completed by the end of this fiscal year.

Notice to Proceed is expected in September 2019 and construction completed by the end of June 2020. NapaSan staff will perform construction management and inspection of this project. The engineer's estimate of probable construction cost for the entire project is \$330,000.

Plans are available for review in the NapaSan's Administrative Office and will be available at the Board meeting on July 17, 2019.

FISCAL IMPACT

Is there a Fiscal Impact? Yes

Is it currently budgeted?	Yes
Where is it budgeted?	The item is budgeted in the capital budget with \$332,600 available in Fiscal Year 2019/20. There is sufficient budget in the approved capital plan to cover additional manhole adjustment work, should it be necessary.
Is it Mandatory or Discretionary?	Discretionary
Discretionary Justification:	This project is necessary for the District to have access to its facilities to clean and maintain the collection system.
Is the general fund affected?	Yes
Future fiscal impact:	None.
Consequences if not approved:	Collection Department personnel would not have access to its underground collection system to perform cleaning and maintenance and to respond to emergencies in areas that the City of Napa has paved.
Additional Information:	None.

ENVIRONMENTAL IMPACT

Staff performed a preliminary CEQA review of this project and determined the project is Categorical Exempt. This project consists of modification of existing manholes and flush holes involving negligible or no expansion of capacity, which corresponds to Categorical Exemption 15302 (c) of the California Environmental Quality Act (CEQA) Guidelines. If the Board concurs with this determination, staff will file the Notice of Exemption.

BACKGROUND AND DISCUSSION

None.

SUPPORTING DOCUMENTS

- A . CEQA Notice of Exemption
- B . Area Map

Napa Sanitation District: Approve

Reviewed By: Andrew Damron