



**NAPA-VALLEJO WASTE  
MANAGEMENT AUTHORITY**

Agenda Date: 5/5/2011

Agenda Placement: 6B

## Napa-Vallejo Waste Management Authority Board Agenda Letter

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**TO:** Board of Directors

**FROM:** Richard Luthy - Executive Director  
Napa-Vallejo Waste Management Authority

**REPORT BY:** Richard Luthy, Executive Director, Napa-Vallejo Waste Management - 707-299-1314

**SUBJECT:** Authorize Engineering Services Agreement for Devlin Road Transfer Station Rehabilitation Plan

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### **RECOMMENDATION**

REQUESTED ACTION: Approval and authorization for the Chair to sign Agreement No. 2011-06 with Bartlet Engineering in an amount not to exceed \$83,000 for the term May 5, 2011 to June 30, 2012, for rehabilitation master planning professional services at the Devlin Road Transfer Station.

### **EXECUTIVE SUMMARY**

The Authority's Devlin Road Transfer Station has been in continuous service for nearly 20 years, and is in need of rehabilitation to correct roadway, drainage and Transfer Building problems that have developed during that period. The required repairs are of sufficient magnitude and complexity that they require engineering evaluation before proceeding with work. The Rehabilitation Master Plan work will analyze the existing problems, propose solutions, prioritize projects and provide planning-level cost estimates to allow the Authority to budget for and execute the required projects over the next three to five years.

### **FISCAL IMPACT**

Is there a Fiscal Impact?	Yes
Is it currently budgeted?	Yes
Where is it budgeted?	Capital Improvement Budget
Is it Mandatory or Discretionary?	Discretionary

Discretionary Justification: The Authority's Devlin Road Transfer Station has been in continuous service for nearly 20 years, and is in need of rehabilitation to correct roadway, drainage and Transfer Building problems that have developed during that period. The required repairs are of sufficient magnitude and complexity that they require engineering evaluation before proceeding with work.

Is the general fund affected? No

Future fiscal impact: Unknown at this time

Consequences if not approved: Work on critical infrastructure rehabilitation will be delayed.

Additional Information:

### **ENVIRONMENTAL IMPACT**

ENVIRONMENTAL DETERMINATION: The proposed action is not a project as defined by 14 California Code of Regulations 15378 (State CEQA Guidelines) and therefore CEQA is not applicable.

### **BACKGROUND AND DISCUSSION**

In order for the Authority to prudently manage the expenditure of rehabilitation and repair funds, it is necessary to conduct an engineering analysis of the needed repairs and prepare recommendations and cost estimates for further action. Earlier this year, Authority staff, with the assistance of the Napa County Department of Public Works, issued a Request for Qualifications (RFQ) to twenty (20) local engineering firms. Two responses were received, and both firms were interviewed. Based on review of the firms' qualifications, Bartlet Engineering was selected for the project. Bartlet, working closely with Authority staff, has developed a scope of work (attached) to provide the required services at a cost not to exceed \$83,000.

Approval of the agreement will allow the Authority to move forward on implementation of needed rehabilitation work at the transfer station.

### **SUPPORTING DOCUMENTS**

A . Scope of Work

Executive Director: Approve  
Reviewed By: Martha Burdick