



**NAPA-VALLEJO WASTE
MANAGEMENT AUTHORITY**

Agenda Date: 6/3/2021

Agenda Placement: 7A

Napa-Vallejo Waste Management Authority Board Agenda Letter

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: AGREEMENT 2021-11 - AS NEEDED CIVIL ENGINEERING SERVICES

RECOMMENDATION

AGREEMENT 2021-11 - AS NEEDED CIVIL ENGINEERING SERVICES

REQUESTED ACTION: Approval and authorization for the Chair to sign Agreement 2021-11 with Bartelt Engineering in the amount of \$60,000 per contract year, effective June 3, 2021, through June 30, 2023, with extension provisions, to provide as-needed civil engineering services to support operation, maintenance and permitting needs for Devlin Road Transfer Station and American Canyon Sanitary Landfill.

EXECUTIVE SUMMARY

Approval of the proposed Agreement may include but not be limited to the following professional services and may result in the preparation of engineering reports, public presentations or the preparation of plans, specifications, and estimates suitable for the public bidding process:

- | Stormdrain infrastructure analysis and design
- | Roadway geometrics, striping and signage analysis and design
- | Roadway design
- | Grading design
- | Erosion control and design of Best Management Practices
- | Environmental document and permit application assistance
- | Floodplain analysis
- | Mapping existing utilities and evaluating new/existing utility conflicts
- | Preparation of engineering plans, specifications and estimates
- | Construction support services

FISCAL & STRATEGIC PLAN IMPACT

Is there a Fiscal Impact? No

County Strategic Plan pillar addressed:

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

The Authority periodically requires civil engineering assistance on smaller projects at the Devlin Road Transfer Station (DRTS) and the American Canyon Sanitary Landfill (ACSL). Services may be required on short notice and be limited in scope, making preparation of a contract for each incident cumbersome. In 2012, Bartelt Engineering was selected, through an open RFQ process, to prepare a Maintenance Master Plan for DRTS to address significant deterioration of on-site infrastructure and assist in design of the needed projects. That plan led to the Phase 1 and Phase 2 Pavement Rehabilitation projects, the Tipping Floor Rehabilitation Project, the recent Outbound Scale Project, and assistance with the preparation of the industrial Stormwater Permit. For each of these projects, Bartelt provided excellent professional service and developed considerable expertise and technical resources that makes them particularly well qualified to provide as needed services.

The proposed Agreement would be for three years, with two optional one year extensions upon mutual approval of the parties. Expenditures would be limited to a maximum of \$60,000 in any contract year. Scope and maximum cost of any work performed under the Agreement would be established using individual Task Orders for projects. The Agreement is modeled after similar agreements utilized by the City of Napa and Napa County for as needed engineering services.

Approval is recommended.

SUPPORTING DOCUMENTS

None

Executive Director: Approve
Reviewed By: Martha Burdick