



Agenda Date: 8/17/2020
Agenda Placement: 5B

Upper Valley Waste Management Agency Board Agenda Letter

TO: Board of Directors
FROM: Steven Lederer - Manager
Upper Valley Waste Management Agency
REPORT BY: Amanda Griffis , Environmental Resource Specialist - 707-259-8330
SUBJECT: Amendment No. 1 to Agency Agreement No. 190347D

RECOMMENDATION

APPROVAL OF AMENDMENT NO 1 TO AGREEMENT NO. 190347D

DISCUSSION AND REQUESTED ACTION: Agency Manager requests approval of and authorization for the Chair to sign Amendment No. 1 to Agreement No. 190347D - Decommissioning of Yountville and St Helena Used Oil and HHW Collection Sites, increasing the contract amount from \$25,000 to \$34,926.64 and extending the length of the contract to allow for payment of the final invoices.

EXECUTIVE SUMMARY

The Upper Valley Waste Management Agency Board approved the decommissioning of the used oil and HHW collection sites in Yountville and St Helena in January 2019. Due to unforeseen site conditions and circumstances with the contracted vendor, Clean Harbors, the project went into a new fiscal year (project was originally approved for FY 18/19, work went into FY 19/20) and over budget. This amendment would allow agency staff to complete payment on pending invoices for the project on work that took place in FY 19/20. Amending an expired contract was approved by Napa County Purchasing Manager Jeff Brooner.

FISCAL & STRATEGIC PLAN IMPACT

Is there a Fiscal Impact?	Yes
Is it currently budgeted?	No
What is the revenue source?	Upper Valley Waste Management Agency - Household Hazardous Waste Collection
Is it Mandatory or Discretionary?	Discretionary
Discretionary Justification:	This amendment would allow agency staff to pay for work completed

in FY 19/20.

Is the general fund affected? No

Future fiscal impact: None.

Consequences if not approved: Invoices for the project will not be paid.

County Strategic Plan pillar addressed:

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

The Upper Valley Waste Management Agency Board approved the decommissioning of the used oil and HHW collection sites in Yountville and St Helena in January 2019. The Agency Manager signed agreement No. 190347D with Clean Harbors in May 2019. The agreement was to not exceed \$25,000 and expired June 30, 2019.

Due to unforeseen circumstances with the contracted vendor and site conditions, the project went into a new fiscal year and over budget. The total amount for the tank removals was \$34,926.64 and was officially completed in October 2019, after waste was left behind at the job site for several months over the summer. Agency staff received the final invoice for the project from Clean Harbors in November 2019. Clean Harbors project management staff were non-communicative regarding agency staff requests to discuss how to complete payments on the pending invoices until July 2020.

This amendment would allow agency staff to complete payment on pending invoices for the project on work that took place in FY 19/20. Amending an expired contract was approved by Napa County Purchasing Manager Jeff Brooner.

SUPPORTING DOCUMENTS

None

Recommendation: Approve
Reviewed By: Steven Lederer