



## Legislation Text

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**TO:** Board of Supervisors

**FROM:** Steven Lederer, Director, Public Works

**REPORT BY:** Sonja El-Wakil, Project Manager

**SUBJECT:** South Napa Shelter Phase II - HVAC Project, PW 20-16A Award of Contract and Budget Transfer

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### RECOMMENDATION

Director of Public Works requests the following for the "South Napa Shelter Phase II - HVAC Project," PW 20-16A:

1. Award of the contract for the South Napa Shelter Phase II - HVAC Project, PW 20-16A to RBH Construction, Inc. of Folsom, California for their low base bid of \$443,944, with Additive Alternate No. 1 of \$151,558, and Additive Alternate No. 2 for \$52,669, for a total contract cost of \$648,171, and authorization for the Chair to sign the construction contract, Agreement No. 230332B; and
2. Approval of Budget Transfer for the following (4/5 vote required):
  - a. Decrease appropriations in the following Housing and Homeless Services objects, \$326,724 from Other Professional Services (Fund 2030, Org 2030000, Object 52490) and \$350,000 from Client Provider Services (Fund 2030, Org 2030000, Object 52430) to increase appropriation in Transfers-Out by \$676,724 (Fund 2030, Org 2030000, Object 56100) to transfer to Homeless Shelter Improvements Project Budget (Fund 3000, Org 3000550, Project 20030, Object 48200);
  - b. Increase appropriations by \$217,865 from Accumulated Capital Outlay (ACO) (Fund 3000, Org 3000000, Object 57900) budget with the use of its available fund balance to transfer to Project 20030 (Fund 3000, Org 3000550, Project 20030, Object 48200); and
  - c. Increase appropriations by \$894,589 in Project 20030 (Fund 3000, Org 3000550, Project 20030, Object 52360) budget offset by transfer-in revenues from the Housing and Homeless Services budget and ACO.

### EXECUTIVE SUMMARY

In 2022, the South Napa Shelter underwent Phase I of a remodel project for improvements and upgrades. These improvements allowed the homeless shelter to better serve its clients and helped expand the number of people the shelter could serve. On January 10, 2023, Phase II improvements to the HVAC system, were approved for advertisement for bids.

Bids were opened on February 9, 2023, with the successful low bidder being RBH Construction, Inc. of Folsom, California. Therefore, Public Works is requesting the Board of Supervisors award a construction contract to RBH Construction, Inc. of Folsom, California for their grand total bid of \$648,171 (low Base Bid \$443,944 + Additive Alternate #1 \$151,558 + Additive Alternate #2 \$52,669). Additive Alternate #1 is to replace the HVAC units serving the OLE Health Clinic and office spaces of

the building. Additive Alternate #2 is to procure and install an additional water heater for the building. Additionally, Public Works requests the Board approve the proposed budget transfer from the Housing and Homeless Services and the Accumulated Capital Outlay budget to fully fund the Project.

**FISCAL & STRATEGIC PLAN IMPACT**

Is there a Fiscal Impact?	Yes
Is it currently budgeted?	No
Where is it budgeted?	On December 10, 2019, the Board of Supervisors (Board) approved a \$250,000 Budget Transfer from the Homeless Services Budget to the Capital Improvement CIP budget - Fund 3000, Org 3000550, Project 20030. On June 16, 2020, the Board approved a Budget Transfer of an additional \$100,000 coming from the Community Based Transitional Housing Program and funds in the amount of \$524,550 coming from the Homeless, Housing, Assistance and Prevention Funds to fund the remaining design and some of construction services. Additional funds were approved by the Board on July 13, 2021, of \$507,190 from Housing and Homeless Services Budget to complete the Phase I construction project. On January 10, 2023, additional funds of \$173,276 from the Housing and Homeless Services Budget were approved for design and engineering services for Phase II work. Additional funds of \$894,589 are requested at this time from Housing and Homeless Services Budget, coming from the Other Professional Services account (\$326,724), the Client Provider Services account (\$350,000), and the Accumulated Capital Outlay budget (\$217,865) to the Capital Improvement CIP budget - Fund 3000, Subdivision 3000550, Program 20030.
Is it Mandatory or Discretionary?	Discretionary
Discretionary Justification:	The proposed work is to support the increase in occupancy at the South Napa Shelter, which is an already highly utilized program facility. The requested approvals will allow for the construction phase of the project.
Is the general fund affected?	No
Future fiscal impact:	Remaining budget from Fiscal Year 2022-2023 will be carried over to the Fiscal Year 2023-2024 budget.
Consequences if not approved:	If not approved, the Project will not be constructed, and the heating, cooling, and ventilation compliance needs of the shelter will not be met.
County Strategic Plan pillar addressed:	Effective and Open Government

**ENVIRONMENTAL IMPACT**

ENVIRONMENTAL DETERMINATION: It has been determined that this type of project does not have a significant effect on the environment and is exempt from the California Environmental Quality Act. [See Class 1 (“Existing Facilities”) which may be found in the guidelines for the implementation of the California Environmental Quality Act at 14 CCR §15301; see also

Napa County's Local Procedures for Implementing the California Environmental Quality Act, Appendix B.]

## **BACKGROUND AND DISCUSSION**

The South Napa Shelter Project Phase II - HVAC ("Phase II Project") is intended to provide needed maintenance and modernization to the Napa County emergency homeless shelter facility at 100 Hartle Court, Napa, CA. The increased occupancy facilitated by Phase I of the project also requires that the HVAC be updated. The Phase I Project improvements included Americans with Disabilities Act (ADA) improvements, bathroom updates, and safety improvements. The South Napa Shelter is an existing emergency facility for persons 18 years and older who are experiencing homelessness. It is operated by Abode Services under contract from the County. The shelter's primary goals for its residents are providing safe access to emergency shelter, food, and basic sanitation services, followed by assisting those individuals with increasing their ability to earn income and to secure sustainable housing. It was originally constructed in 2005. The shelter has since been expanded to include the onsite operation of a Day Use Center (formerly known as "The Hope Center" and operated in a separate, downtown Napa location) which has increased the daily use of the Hartle Court facility, particularly the use of the restrooms, shower facilities, common use areas and the internal office spaces for meeting with clients. The South Napa Shelter building was originally designed to have an occupancy of 69 individuals on an overnight basis.

The Phase I Project initiated the increase of building occupancy to a limit of 64 men and 40 women at the South Napa Shelter, as limited by the 2019 Title 24 of the California Code of Regulations (Title 24), based on available bathroom fixtures. In two phases, the primary Phase I Project portion of this work has involved overlapping bathroom, plumbing, and ADA work, to accommodate the occupancy increase, to mitigate repairs needed for safety and durability, and for ADA accessibility. This was the extent of work that could be completed given the funds available at that time. Phase II Project work will include replacement of the older HVAC and related electrical upgrades.

On November 18, 2019, as a result of a competitive RFQ process, The KPA Group was chosen by staff to complete a feasibility study for the South Napa Shelter improvements. The agreement with The KPA Group was signed by the Purchasing Agent on December 18, 2019. The project feasibility study was completed March 2, 2020, and clarified the scope of the Project design and construction phases. On June 16, 2020, the Board of Supervisors (Board) approved additional project budget to fund the remaining design services and a portion of the construction in Amendment #1 of the service agreement. On April 20, 2021, the Board approved advertisement of plans and specifications for the Phase I Project. On July 13, 2021, the low bidder, Art's Construction Company, Inc., was awarded the contract for construction. The total construction contract was \$956,645, with a project budget of \$1,381,741. The Phase I Project construction is now substantially complete, including the remodel of the existing multi-use bathrooms to provide finishes that are more durable to accommodate higher volume use of the facility with the operation of the Day Use Center onsite, and compliance work related to the adopted Napa County ADA Transition Plan. On January 10, 2023, the Board approved an additional \$173,276 funds from the Housing and Homeless Services budget for design and engineering services for the Phase II work, including an amendment of the agreement with The KPA Group for architectural and engineering services, as well as approved the design for advertisement for bids.

On February 9, 2023, bids were received and opened. Please see the file attached to this letter for the bids.

The lowest responsive base bid of \$443,944 is from RBH Construction, Inc. of Folsom, CA. In addition, staff recommends award of Additive Alternate #1 for \$151,558 and Additive Alternate #2 for \$52,669, for a total contract of \$648,171. Additive Alternate #1 is to replace the HVAC units serving the OLE Health Clinic and office spaces of the building. Additive Alternate #2 is to procure and install an additional water heater for the building.

The total project cost is \$2,449,605, including the Phase I Project allocation of \$1,381,741, design funds previously approved, and the request today for \$894,589. Approval of the requested actions today will initiate construction. It is anticipated that this project will extend multiple fiscal years. Construction is anticipated to occur in Fall 2023 and be completed by the end of the calendar year, pending parts and materials availability.

RBH Construction, Inc. is not a local vendor however, the Public Contract Code requires that the construction contract be awarded to the lowest responsible bidder regardless of whether the low bidder is local or not. Staff reached out to the local construction contractor community by advertising the request for bids in the Napa Valley Register and the Solano-Napa

Builder's Exchange, and by posting on the County website. Staff also sent "Notices to Contractors" to the local construction community.