



# Napa County

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## Legislation Text

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File #: 22-917, Version: 1

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**TO:** Board of Supervisors  
**FROM:** Steven Lederer, Director of Public Works  
**REPORT BY:** Steven Lederer, Director of Public Works  
**SUBJECT:** Approval of Cooperative Agreement for Mutual Public Works Assistance

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### **RECOMMENDATION**

Director of Public Works requests approval of and authorization for the Chair to sign a Cooperative Agreement for Mutual Public Works Assistance with the City of Napa.

### **EXECUTIVE SUMMARY**

The Public Work's Departments of the City and County of Napa have a long history of sharing resources and supporting each other with specialized tasks both in emergency and routine situations. In the past the two jurisdictions have prepared one time agreements to support these efforts, such as after the 2020 Glass Fire, and on a recent cooperative paving project on Grandview Drive. The purpose of this Cooperative Agreement is to have a voluntary, standardized agreement between the parties to streamline the process of sharing resources in future situations where it is beneficial for both parties to do so. The City of Napa will be acting on this agreement at their meeting on May 17, 2022.

### **FISCAL & STRATEGIC PLAN IMPACT**

Is there a Fiscal Impact?	Yes
Is it currently budgeted?	Yes
Where is it budgeted?	Roads Division, Fund 2040, Org 2040000
Is it Mandatory or Discretionary?	Discretionary
Discretionary Justification:	Approval of this agreement will streamline the sharing of resources between the City and County of Napa. This approval does not create any new budgetary authority, but will allow the use of existing funds in a more efficient manner and will promote operational efficiencies between the two agencies.
Is the general fund affected?	No

Future fiscal impact:	None
Consequences if not approved:	The City and County will not have an efficient agreement for sharing resources in place.
County Strategic Plan pillar addressed:	Effective and Open Government
Additional Information	None

## **ENVIRONMENTAL IMPACT**

ENVIRONMENTAL DETERMINATION: Consideration and possible adoption of a Categorical Exemption Class 1: 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**

A Cooperative Agreement for Mutual Public Works Assistance is requested by both the City of Napa and the County of Napa to allow each party to provide public works assistance to the other in the form of labor and/or equipment when mutually beneficial. There are situations where one of the parties may not have sufficient staffing, equipment, or resources to perform public work services efficiently on their own and may seek assistance from the other agency. Due to the geographic proximity between the two agencies, the Cooperative Agreement would provide a process that would allow for a more cost-effective way for each to provide the services. All services would be provided on a case by case basis and would need to be agreed upon in advance by both parties. Both parties agree that this resource sharing concept will benefit each other and provide mutual cost and quality benefits.

There are numerous types of projects for which this agreement could be utilized, including asphalt paving, asphalt grinding, guardrail repair, and stormwater projects. Hiring a contractor to provide these types of services would be more costly and time consuming than utilizing the City’s resources. Contracting with the City for these types of services would reduce the County’s costs and allow the County to perform them more efficiently.

Under the proposed agreement, an agency must submit a written request for staffing and/or equipment to the other agency for approval, and if such request is approved, the agency performing the services will invoice the hiring agency based on the fully burdened overhead rate for labor upon completion of the services. Compensation for equipment would be based on the applicable prorated monthly rental fleet rate for each piece of equipment borrowed.

