



A Tradition of Stewardship
A Commitment to Service

Department of Public Works

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Steven E. Lederer
Director

MEMORANDUM

To: Board of Supervisors	From: Daniel Basore, Public Works
Date: 2/4/2025	Re: Agenda Item 6T (25-181) Correction Memo

Correction Description to Agenda Item 6T:

One accounting line on the budget amendment has been removed and another line modified to reflect use of fund balance rather than intrafund transfer. The original intent of the budget amendment has not changed.

Attachments:

- Redlined Agenda Item
- Corrected Agenda Item (non-redline)



Napa County

Board Agenda Letter

1195 THIRD STREET
SUITE 310
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Main: (707) 253-4580

Board of Supervisors

Agenda Date: 2/4/2025

File ID #: 25-181

TO: Board of Supervisors
FROM: Steven Lederer, Director of Public Works
REPORT BY: Liang Chin Su, Assistant Engineer
SUBJECT: Project Creations, Budget Amendments, and Agreement for the “Fifth Street Garage and Napa Library Maintenance Project,” PW 25-13

RECOMMENDATION

Approve and authorize creation of Capital Improvement Projects 25027 and 25028 for the “Fifth Street Garage and Napa Library Maintenance Project,” PW 25-13; approve and authorize Agreement No. 250313B with Nacht & Lewis Architects, Inc. for a maximum of \$309,800 for preliminary design, construction documents, and bidding services; and approve a Budget Amendment. (Fiscal Impact: \$360,000 Expense; Capital Improvements Project and Library Funds; Not Budgeted; Discretionary)

[4/5 vote required]

BACKGROUND

The Fifth Street Parking Garage is a public parking garage co-owned by Napa County, City of Napa, and private partners. Overall, the facility functions well but is showing signs of sealant and paint failure, thin brick veneer damage, and minor concrete and cement plaster cracking.

The Napa County Library Main Branch was the result of the efforts of a group of 19th-century young men who called themselves “The Excelsior Club.” They developed a small collection over the years to serve the Napa community, and that collection was taken over by the City of Napa in 1885. In 1901, George E Goodman donated a building for housing the library-the Goodman Library-which served the citizens of Napa for 60 years. In 1916, the State of California passed legislation that allowed counties to establish free public libraries, and the Napa County Board of Supervisors then established the Napa County Free Library, located just three blocks from the Goodman Library in downtown Napa. In 1963, the Napa City Library merged with the Napa County Free Library. To better serve the growing service area, and with a combination of funds from the library, the Friends of the Library, and federal and local grants, the current library on Coombs Street was built in 1974 and expanded in the 1990s. Overall, the facility functions well but shows signs of paint failure, efflorescence at the concrete head of windows (indicating moisture), and minor concrete cracking.

Site investigations will be conducted during the initial design stage to assess the facility needs, document findings, and develop construction documents and cost estimates. The project will rehabilitate the exterior

envelope of each building which may include but is not limited to repainting and the repair of sealants, concrete, brick, plaster, and any other needs discovered during the site investigation. Once construction documents are completed, staff will request for authorization from the Board to advertise for bids to maintain the two buildings.

Nacht & Lewis Architects, Inc., was selected in 2022 through 2027 for on-call architectural services and will perform the site investigation and provide design and construction documents. The requested funding will fund the professional services agreement and staff time through the bidding support services.

Requested Actions:

1. Approve a Budget Amendment for the following (4/5 vote required):
 - a. Increase Transfers Out appropriations by \$216,000 in the Capital Improvements Projects (CIP) Fund (Fund 3000, Sub-Division 3000000, Account 56100) offset by use of its available fund balance to transfer to Project 25027; and
 - ~~b. Increase Transfers Out appropriations by \$144,000 in the Library Fund (Fund 2020, Sub-Division 2020501, Account 57900) offset by use of its available fund balance to transfer to Project 25028; and~~
 - ~~e.b.~~ Creation of new project for the “Fifth Street Garage Maintenance Project” (Fund 5020, Sub-Division 5020500, Project 25027) and increase Engineer Services appropriations by \$216,000 (Fund 5020, Sub-Division 5020500, Project 25027, Account 52145) offset by a transfer-in revenue from CIP Fund; and
 - ~~e.c.~~ Creation of new project for the “Napa Library Maintenance Project” (Fund 2020, Sub-Division 2020501, Project 25028) and increase Engineer Services appropriations by \$144,000 (Fund 2020, Sub-Division 2020501, Project 25028, Account 52145) offset by ~~a transfer in revenue from Library Fund.~~ use of fund balance.
2. Approve and authorize Agreement No. 250313B with Nacht & Lewis Architects, Inc. for \$309,800 for investigation, design, construction documents and bidding support services.

FISCAL & STRATEGIC PLAN IMPACT

Is there a Fiscal Impact?	Yes
Is it currently budgeted?	No
Is it Mandatory or Discretionary?	Discretionary
Discretionary Justification:	Addressing the maintenance needs for the Parking Garage and Napa Library is necessary to prevent damages to the buildings
Is the general fund affected?	Yes
Future fiscal impact:	Staff will return to request another budget amendment to fully fund the project.
Consequences if not approved:	The Parking Garage and Napa Library will not be maintained and may cause damages to the buildings which will require more funds to repair.

ENVIRONMENTAL IMPACT

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



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