



Napa County

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Legislation Text

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TO: Board of Supervisors

FROM: Steven Lederer-Director, Public Works

REPORT BY: Sonja El-Wakil - Associate Engineer

SUBJECT: Amendment No. 2 to Professional Services Agreement 200218B with The KPA Group for the South Napa Shelter Project, PW 20-16

RECOMMENDATION

Director of Public Works requests approval of and authorization for the Chair to sign Amendment No. 2 to Agreement No. 200218B with The KPA Group (KPA), increasing the amount by \$56,135 for a new maximum of \$274,055 and extending the agreement to June 30, 2023, with one year renewals not to exceed two additional years to provide for Phase 2 of South Napa Shelter Project design and construction services.

EXECUTIVE SUMMARY

On July 13, 2021, the Board awarded the contract for construction for Americans with Disabilities Act (ADA) improvements and bathroom upgrades at the South Napa Shelter, located at 100 Hartle Court in Napa, CA. These improvements allowed the shelter to better serve its clients, and helped expand the number of people the shelter could serve. Additional project elements are now needed to further support these expanded services.

The design agreement with The KPA Group was signed by the Purchasing Agent on December 18, 2019 to complete a feasibility study. Amendment #1 was approved by the Board of Supervisors on June 16, 2020 for services through the identified limits of construction. The Director of Public Works now requests approval of Amendment No. 2 with The KPA Group for architectural and engineering design and construction services related to the building's mechanical, electrical, HVAC, and other related systems. Staff will return to the Board for additional funds to construct the project at a later date.

FISCAL & STRATEGIC PLAN IMPACT

Is there a Fiscal Impact?	Yes
Is it currently budgeted?	Yes

Where is it budgeted?	On December 10, 2019, the 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 of \$507,190 from Housing and Homeless Services Budget, coming from the Community Based Transitional Housing Program (\$218,253) and the Accumulated Capital Outlay budget (\$288,937) to the Capital Improvement CIP budget - Fund 3000, Org 3000550, Project 20030. Sufficient funds exist in the project to accommodate this contract amendment.
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 additional estimated bidding phase and construction phase design services for the project.
Is the general fund affected?	No
Future fiscal impact:	Remaining budget from Fiscal Year 2021-2022 will be carried over to the Fiscal Year 2022-2023 budget.
Consequences if not approved:	If not approved, the design will be postponed and improvements required to meet the demand for increased occupancy 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 is intended to provide needed maintenance and modernization to the Napa County emergency homeless shelter facility at 100 Hartle Court, Napa, CA. The initial facility improvements included ADA, 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.

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. On April 20, 2021 the Board approved advertisement of plans and specifications for the project. On July 13, 2021 the low bidder, Art's Construction Company, Inc., was awarded the contract for construction. The total construction contract was \$944,870, with a current project budget of \$1,381,740.

Most of the Phase 1 construction is now complete, including the remodel of the existing multi-use bathrooms in order 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.

The Project established the goal to increase the 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 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 work will include replacement of the older HVAC, with related electrical upgrades. Additional design services may be sought for other mechanical and electrical systems. Although a source of funding for constructing Phase 2 has not yet been identified, this work will define the full scope of work and will provide an accurate cost estimate. HHS is reviewing several different grant opportunities and other sources of funding.

Staff recommends extension of the agreement with The KPA Group in order to fully scope and provide architectural and engineering services to further support the increased shelter occupancy. The first step of this proposed amended service agreement work will be to perform a complete Title 24 code analysis, with respect to the building's mechanical, electrical, and all other systems for any work triggered by the occupancy increase. Once the full scope is defined, the second step of this occupancy phase will be to provide biddable documents.

This recommended amendment is within the current project budget. In the future, additional funds will be sought to complete all required work for the construction of the items designed in this phase.