



Legislation Text

File #: 22-1446, **Version:** 1

TO: Board of Supervisors
FROM: Steve Lederer, Director of Public Works
REPORT BY: Nate Galambos, Engineering Manager
SUBJECT: Creation of Napa County Library Conference Room Capital Asset

RECOMMENDATION

Director of Public Works and Director of Library Services request the following actions regarding the Napa County Library Modular Conference Room (Project, PW 22-29):

1. Establish a capital asset in the Napa Main Library (Fund 2020, Sub-division 2020001) for the Napa County Library Modular Conference Room, the construction of which will be overseen by Public Works; and
2. Approval of a Budget Transfer to increase appropriations by \$47,000 in the Napa Main Library for the cost of the asset, which will be offset by an intrafund transfer in/out from the available fund balance of the Library General Operations (Fund 2020, Sub-division 2020000) (4/5 vote required).

EXECUTIVE SUMMARY

The Napa County Library is requesting to purchase an Orangebox Air3, which is a freestanding meeting room for the Napa Main Library. The Air3 provides high level of insulation and speech privacy that will provide their Senior Mental Health workers with an appropriate workspace to address the needs of the most vulnerable in the community. Public Works staff will work with the Orangebox Air3 vendor to purchase and install the capital asset.

FISCAL & STRATEGIC PLAN IMPACT

Is there a Fiscal Impact?	Yes
Is it currently budgeted?	No
Where is it budgeted?	The purchase will utilize a previous fiscal year donation from the estate of Davina Rubin and the library's fund balance located within the General Operations Budget.
Is it Mandatory or Discretionary?	Discretionary

Discretionary Justification:	A dedicated meeting room would support the newly embedded Senior Mental Health Workers by giving them a work space at the Napa Library where they can work to confer and uplift some of the most vulnerable in the community.
Is the general fund affected?	No
Future fiscal impact:	The new workspace will be recorded as a capital asset with no anticipated future cost for the unit.
Consequences if not approved:	Senior Mental Health workers will not have a private dedicated meeting room to hold discussions with community members.
County Strategic Plan pillar addressed:	Healthy, Safe, and Welcoming Place to Live, Work, and Visit
Additional Information	One Workplace is the sole source for Orangebox Air3, which is the only unit found to comply with the American with Disabilities Act and not require any modification to the building's fire sprinkler system.

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

On June 21, 2022 the Board of Supervisors (Board) accepted a donation in the amount of \$34,674 to the Napa County Library from the estate of Davina Rubin, which was deposited into the library's General Operations budget. As this donation was received at the end of the Fiscal Year 2021-2022, the library was unable to utilize the funds at that time. The donor did not specify the funds were to be used for a particular purchase or project therefore Library staff worked to outline a purchase that would utilize the donation in a way the donor would have found suitable.

The donor, Davina Rubin, had served as a Library Commissioner until early 2021. As a lifelong learner, teacher and advocate for libraries, she was a firm believer in the power of community. Staff felt that an appropriate way to carry on her legacy would be to help support the newly embedded Senior Mental Health Workers by giving them a dedicated meeting space at the Napa Main Library where they can work with some of the most vulnerable in the community.

Approval of today's actions will establish a capital asset facilitating the purchase and installation of an Orangebox Air3, a freestanding meeting room, for use by the Library Senior Mental Health Workers. Library staff's research into the modular conference room units resulted in One Workplace being the company that is the sole source for Orangebox Air3 and is the only unit found to comply with the American with Disabilities Act and not require any modification to the building's fire sprinkler system. The total project cost is estimated at \$47,000, which includes the purchase and assembly of the modular unit along with Public Works' staff time to power the unit and manage the project.