



Napa County

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Legislation Text

File #: 23-0898, Version: 1

TO: Board of Supervisors
FROM: Steven Lederer - Director of Public Works
REPORT BY: Amanda Exum - Staff Services Analyst I
SUBJECT: Amendment No. 3 to Professional Services Agreement 230037B with HCI Services, Inc.

RECOMMENDATION

Director of Public Works requests approval of and authorization for the Chair to sign Amendment No. 3 to Agreement No. 230037B with HCI Services, Inc. to increase compensation for non-routine services by \$25,000 for a new maximum amount of \$120,000 in fiscal year 2022-23 and increase compensation for non-routine services by \$25,000 for a new maximum amount of \$50,000 in fiscal year 2023-24 to address critical maintenance and repairs of fire alarm systems at various County locations.

EXECUTIVE SUMMARY

Approval of Amendment No. 3 to Agreement No. 230037B will amend the compensation for non-routine services by \$25,000 in fiscal year 2022-23 and 2023-24. Compensation for non-routine services for fiscal years 3-5 will not increase.

FISCAL & STRATEGIC PLAN IMPACT

Is there a Fiscal Impact?	Yes
Is it currently budgeted?	Yes
Where is it budgeted?	Property Management (Fund 4300, Org 4300000)
Is it Mandatory or Discretionary?	Discretionary
Discretionary Justification:	Maintenance, and repairs of fire alarm systems is required to ensure the safe and consistent operation of County-owned or operated facilities.
Is the general fund affected?	No
Future fiscal impact:	The amount will be budgeted accordingly in future fiscal years.

Consequences if not approved: There would not be the capability to address critical maintenance and repairs placing the County at risk of being out of compliance with the standards set forth by the National Fire Protection Association (NFPA 72).

County Strategic Plan pillar addressed: Effective and Open Government

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, as a result of a competitive request for proposals conducted in 2022, the Board of Supervisors authorized Agreement No. 230037B with HCI Services, Inc. to provide annual monitoring, testing, inspection, and maintenance of fire alarms located in County owned and operated buildings.

On November 8, 2022, the Board of Supervisors authorized Amendment No. 1 of this agreement to amend the scope of work to add monitoring services of the fire alarm system at the Center Point facility and to provide adequate compensation to replace a damaged and inoperable fire alarm panel located at the Napa County Airport.

On March 14, 2023, the Board of Supervisors authorized Amendment No. 2 of this agreement to amend the scope of work to add monitoring, testing, and inspection services of the fire alarm system at Carneros Fire Station 210 and to provide adequate compensation for non-routine services at various County locations.

For fiscal year 2022-23 an additional \$25,000 is needed for non-routine services to address current critical maintenance and repairs of fire alarm systems, primarily repairs that are required for occupancy of 2000 Airport Road located at the Napa County Airport. An additional \$25,000 is also needed in fiscal year 2023-24 for non-routine services to provide maintenance and repairs as they arise.

Approval of Amendment No. 3 will allow Property Management to address critical fire alarm maintenance and repairs in a timely manner. With approval of this amendment, maximum compensation for non-routine services will increase to \$120,000 in fiscal year 2022/23 and to \$50,000 in fiscal year 2023/24.

HCI Services, Inc. is not a local vendor.