



Agenda Date: 6/26/2007  
Agenda Placement: 6U

## NAPA COUNTY BOARD OF SUPERVISORS Board Agenda Letter

---

**TO:** Board of Supervisors  
**FROM:** Michael Stoltz for Robert Peterson - Director  
Public Works  
**REPORT BY:** Ginny Leija, Engineering Aide, 259-6718  
**SUBJECT:** Napa County Public Defender Floor Leveling - Notice of Completion

---

### **RECOMMENDATION**

Director of Public Works requests acceptance of the work as complete and authorization for the Chair to sign and Clerk of the Board to file a Notice of Completion with the Clerk/Recorder for Contract No. PW 07-31, "Napa County Public Defenders Floor Leveling."

### **EXECUTIVE SUMMARY**

On May 18, 2007, Napa County Director of Public Works acting as Purchasing Agent by delegation, awarded the contract "Napa County Public Defender Floor Leveling", PW 07-31, to Contract Furnishings of Rocklin, California for its bid of \$5,950. Work is complete and the Director of Public Works requests approval to file Notice of Completion.

### **FISCAL IMPACT**

Is there a Fiscal Impact?	Yes
Is it currently budgeted?	Yes
Where is it budgeted?	Public Defender.
Is it Mandatory or Discretionary?	Discretionary
Discretionary Justification:	Notice of Completion needs to be filed to complete the project.
Is the general fund affected?	Yes
Future fiscal impact:	None
Consequences if not approved:	The Notice of Completion cannot be filed.
Additional Information:	Total project cost is \$7,986. There were no change orders.

**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**

The Public Defender informed Department of Public Works staff regarding the excessive sloping of the floor at the Public Defender's reception area. The excessive sloping of the floor made it uncomfortable for the staff working there and there were health and safety concerns. Public Works recommended floating the floor to eliminate the excessive sloping and the Director of Public Works acting as Purchasing Agent by delegation, awarded the contract, "Napa County Public Defender Floor Leveling," PW 07-31 to Contract Furnishings of Rocklin, CA for its bid of \$5,950.

**SUPPORTING DOCUMENTS**

None

CEO Recommendation: Approve

Reviewed By: Helene Franchi