



707 Randolph Street, Suite 100 • Napa, CA 94559-2912
Tel: (707) 259-8631
Fax: (707) 259-8638

ADDENDUM

*****SPECIAL MEETING*****

Napa County Transportation and Planning Agency (NCTPA)

Board of Directors

AGENDA

Wednesday, January 26, 2011

1:30 p.m.

**NCTPA/NVTA Conference Room
707 Randolph Street, Suite 100
Napa CA 94559**

8. CONSENT ITEMS (8.10)

RECOMMENDATION

- 8.10 Approval of Work Authorization No. 2 Amendment No. 1 for Professional Services Agreement No. 10-22 with Dokken Engineering (Paul W. Price) (*Pages xx-xx*)

APPROVE

The Board will approve a work authorization amendment with Dokken Engineering for the Soscol Gateway Transit Center.

The next Regular meeting of Napa County Transportation and Planning Agency (NCTPA) Board of Directors will be held at 1:30 p.m. Wednesday February 16, 2011 in the NCTPA Conference room, 707 Randolph Street, Suite 100, Napa CA 94559.

This agenda was posted at the NCTPA offices, 707 Randolph Street, Suite 100, Napa CA, at 12:00 p.m. Wednesday, January 19, 2011.


Karalyn E. Sanderlin, NCTPA Board Secretary



January 26, 2011
NCTPA Agenda Item 8.10
Continued From: New
Action Requested: APPROVE

NAPA COUNTY TRANSPORTATION AND PLANNING AGENCY Board Agenda Letter

TO: Board of Directors
FROM: Paul W. Price, Executive Director
REPORT BY: Paul W. Price, Executive Director
(707) 259-8634 / Email: pprice@nctpa.net
SUBJECT: Approval of Work Authorization No. 2 Amendment No. 1 for Professional Services Agreement No. 10-22 with Dokken Engineering

RECOMMENDATION

That the NCTPA Board authorize the Executive Director to execute a Work Authorization budget and period of performance modification with Dokken Engineering for work being performed on the tenant relocation efforts at the Burnell Street (transit center) properties. The relocation efforts associated with the Napa Transit Center will need to be extended beyond the initial contract timeline. We are requesting an extension of the period of performance to June 30, 2011. In addition, a number of additional services may be necessary to ensure property is vacant in time for construction to begin February 1, 2010 and tenants receive appropriate benefits under state and federal law. Therefore, we are requesting that the budget for the relocation assistance be increased from \$77,090 to \$104,440.

COMMITTEE RECOMMENDATION

None.

EXECUTIVE SUMMARY

The relocation efforts for our tenants at the Burnell Street properties has been very complex and difficult given the current economic climate and lack of suitable comparatively priced vacancies in the Napa area. Many of the tenants have had significant difficulty in finding suitable locations and maintain their business activities. We will have to undertake other legal and expertise resources to assist in the completion of the relocation efforts. Additionally, given the additional assistance necessary we are requesting an extension of the period of performance to June 30, 2011.

FISCAL IMPACT

The budget for the relocation assistance is requested to increase by \$27,350 to \$104,000.

CEQA REQUIREMENTS

The proposed action is not a project as defined in Section 15378 of the CEQA Guidelines, which define a project as an action, which has the potential for resulting in either a direct physical change in the environment or a reasonably foreseeable indirect physical change. Accordingly, no additional CEQA review is required at this time.

BACKGROUND AND DISCUSSION

In June 2010, the NCTPA Board approved the initial contract with Dokken Engineering for Relocation services associated with the Napa Transit Center. Dokken along with their primary sub-consultant, Bender Rosenthal, Inc., immediately began the relocation efforts with the six business tenants occupying the Transit Center site. The initial scope of services included:

1. Relocation Planning
2. Providing each tenant eligibility and benefit packages
3. Providing each tenant potential relocation sites
4. Assist each tenant with moving estimates
5. Coordinating with movers and fixture appraisers
6. Overseeing move
7. FF&E appraisals (up to two)
8. Project updates

The following is a status of the relocation team's efforts:

1. Morenita Market – Vacated Property, received In-Lieu payment of \$20,000.
2. Rivera Auto – Vacated Property, received In-Lieu payment of \$125,000.
3. Greenberg – Currently Vacating Property, payment subject to verification of moving estimates.
4. Jensen's Ornamental – relocation site has been found. An interim move may be required to ensure property is vacant by February 1, 2011. Team has been working with Jensen's since July 2010. Need goodwill appraisal.
5. R&R Machine Shop - Owner has not found suitable relocation site. Owner is considering settlement to vacate by February 1, 2011. FF&E appraisal in process. Inventory for moving done. Interim move to storage may be necessary.
6. Gibson's Wood Products – Owner has not found suitable relocation site. Owner is considering settlement to vacate by February 1, 2011. FF&E

appraisal in process. Inventory for moving done. Interim move to storage may be necessary. Need goodwill appraisal to properly analyze settlement.

In order to ensure the property is vacant in time for construction by February 2011, the following additional services will be required:

1. Contract with Goodwill Appraiser
 - a. Dokken to work with NCTPA on goodwill issues
2. Work with NCTPA on filing and administering unlawful detainer actions
3. One additional FF&E appraisal.
4. Work with NCTPA legal on the preparation and approval of settlement agreements, other agreements relating to relocation as required.
 - a. NCTPA may need to rent required storage spaces in January.
5. Manage interim moves of up to 4 tenants into storage.
6. Work with NCTPA staff on processing payments to displaced businesses/contractors/moving companies as required.
7. For tenants moved to storage, continue to search for replacement locations for up to 3 months
8. Coordinate w/NCTPA on Goodwill Appraisal issues.
9. Manage bidding process for costs to retrofit replacement sites for Jensen's, Gibson's, and R&R, if necessary, to insure compliance with NCTPA's contracting procedures.
 - a. NCTPA to pay directly to contractor
10. Continued management beyond contract expiration date

SUPPORTING DOCUMENTS

None