



625 Burnell Street, Napa CA 94559

Napa County Transportation and Planning Agency (NCTPA)

**Technical Advisory Committee
(TAC)**

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

**AGENDA
Thursday, June 25, 2015
10:00 AM**

**NCTPA/NVTA Conference Room
625 Burnell Street
Napa CA 94559**

General Information

All materials relating to an agenda item for an open session of a regular meeting of the Technical Advisory Committee (TAC) which are provided to a majority or all of the members of the TAC by TAC members, staff or the public within 72 hours of but prior to the meeting will be available for public inspection, on and after at the time of such distribution, in the office of the Secretary of the TAC, 625 Burnell Street, Napa, California 94559, Monday through Friday, between the hours of 8:00 a.m. and 5:00 p.m., except for NCTPA holidays. Materials distributed to a majority or all of the members of the TAC at the meeting will be available for public inspection at the public meeting if prepared by the members of the TAC or staff and after the public meeting if prepared by some other person. Availability of materials related to agenda items for public inspection does not include materials which are exempt from public disclosure under Government Code sections 6253.5, 6254, 6254.3, 6254.7, 6254.15, 6254.16, or 6254.22.

Members of the public may speak to the TAC on any item at the time the TAC is considering the item. Please complete a Speaker's Slip, which is located on the table near the entryway, and then present the slip to the TAC Secretary. Also, members of the public are invited to address the TAC on any issue not on today's agenda under Public Comment. Speakers are limited to three minutes.

This Agenda shall be made available upon request in alternate formats to persons with a disability. Persons requesting a disability-related modification or accommodation should contact the Administrative Assistant, at (707) 259-8631 during regular business hours, at least 48 hours prior to the time of the meeting.

This Agenda may also be viewed online by visiting the NCTPA website at www.nctpa.net, click on Minutes and Agendas – TAC or go to <http://www.nctpa.net/technical-advisory-committee-tac>.

Note: Where times are indicated for agenda items they are approximate and intended as estimates only, and may be shorter or longer, as needed.

ITEMS

- 1. Call to Order
- 2. Introductions
- 3. Public Comments

Note: Where times are indicated for agenda items they are approximate and intended as estimates only, and may be shorter or longer, as needed.

4. <u>REGULAR AGENDA ITEMS</u>	<u>RECOMMENDATION</u>	<u>TIME</u>
4.1 Oak Knoll Vine Trail Section Funding Options (Kate Miller)	ACTION	10:05 AM
TAC will consider funding options to address the Oak Knoll Vine Trail Section construction shortfall for recommendation to the NCTPA board.		

5. ADJOURNMENT

I hereby certify that the agenda for the above stated meeting was posted at a location freely accessible to members of the public at the NCTPA offices, 625 Burnell Street, Napa, CA, by 12:00 p.m., Monday, June 22, 2015.

Karalyn E. Sanderlin, NCTPA Board Secretary



June 25, 2015
TAC Agenda Item 4.1
Continued From: New
Action Requested: **ACTION**

NAPA COUNTY TRANSPORTATION AND PLANNING AGENCY TAC Agenda Letter

TO: Technical Advisory Committee (TAC)
FROM: Kate Miller, Executive Director
REPORT BY: Kate Miller, Executive Director
(707) 259-8634/Email: kmillier@nctpa.net
SUBJECT: Oak Knoll Vine Trail Project Funding

RECOMMENDATION

That the Technical Advisory Committee (TAC) recommend the funding plan to address the shortfall on the Oak Knoll Vine Trail Project to the NCTPA Board for its consideration at the June 30, 2015 Special Board Meeting.

EXECUTIVE SUMMARY

At the June 17, 2015 Board Meeting, NCTPA staff requested that the NCTPA Board authorize the Executive Director to award the construction contract for the Napa Valley Vine Trail Oak Knoll Section project to the lowest responsible/responsive bidder, (1) Ghilotti Bros/RM Harris JV, in the amount of \$6,123,186.70, (2) authorize the Executive Director to execute the contract, contract change orders, and additional construction expenses up to a total amount not to exceed \$8,116,076, and (3) approve the funding proposal to address the project budget shortfall.

The Board did not act on the staff recommendation but instead, tasked staff to review the funding plan with the TAC for consideration at the NCTPA Board special meeting scheduled for June 30, 2015.

FISCAL IMPACT

Is there a Fiscal Impact? Yes, a commitment of up to \$418,707 in Transportation Development Act (TDA) Article 3 and up to \$957,006 in TDA Article 4 funds will be considered for funding the Oak Knoll Segment of the Vine Trail project.

BACKGROUND AND DISCUSSION

The federal deadline for the Transportation, Community and System Preservation (TCSP) and the Active Transportation Program (ATP) necessitates that NCTPA enter into a contract by July 15, 2015 for the Oak Knoll segment of the Vine Trail or the

funding will be returned to the granting agencies. The funding and obligations to date are shown in Table 1 below.

Table 1: Existing Revenues	
Fund Source	Award Amount
Transportation, Community and System Preservation (Federal)	\$2,500,000
Active Transportation Program (Federal)	3,600,000
Congestion Mitigation and Air Quality	211,000
Vine Trail Coalition	1,473,902
City of Napa	10,000
County of Napa	30,000
Town of Yountville	35,000
NCTPA	48,768
Total	\$7,908,670
Obligated to Date	1,843,307
Balance Available for Construction	\$6,065,363

The project costs are detailed in Table 2 below.

Table 2: Project Costs		
Item	Cost	Notes
Lowest Construction Bid	\$6,123,187	Federally Approved Project Amount
Contingency	489,855	Federally Approved Project Contingency
Additional Construction Expenses:		
Trower Avenue to Wine Country Avenue	623,000	Staff recommends postponing until easement secured
Conservation Corps Tree Removal per ATP Award	121,000	Required by TDA Award
Geo Wall Block Purchase	182,634	Taken out to reduce overall project cost by required to complete project
Traffic Signal and Crossing Work	153,400	Required
Redwood Park & Ride Easement Construction	100,000	Required for TDA 4
Easements at Darms Lane and Redwood Park & Ride	323,000	Required for TDA 4
Total	\$8,116,076	
Deduction for Trower-Wine Country segment and decorative railing (\$107,565 included in base bid)	-730,565	This section of the project will be addressed if the easement is acquired.
Revised Total	\$7,385,511	

NCTPA staff revised recommendation to the Board will be to authorize the executive director to award the Ghilotti Bros./RM Harris JV contract and expenditures totaling \$7,385,511. This proposal results in a funding shortfall of \$1,320,148.

Table 3 summarizes NCTPA staff proposed funding plan.

Table 3: Proposed Plan to Address Funding Shortfall	
City of Napa	\$200,000
County of Napa*	95,000
Vine Trail	300,000
NCTPA TDA Article 3 Bicycle and Pedestrian Funds - 2 years	418,707
NCTPA TDA Article 4 Transit Funds	306,441
Total	\$1,320,148

*\$60,000 are from contributions of the Vine Trail, NCTPA, and the County for engineering review of the Calistoga project.

Some board members expressed concern about the proposed funding plan, and specifically about the NCTPA staff proposal to commit two years of TDA Article 3 funds. NCTPA staff recognizes the general shortfall for bicycle and pedestrian needs in the County, particularly for the smaller jurisdictions. TDA 3 funds have fewer hurdles to address than federal funds and projects are not subject to a minimum cost threshold. Therefore TDA funds are highly desirable.

NCTPA receives roughly \$150,000 annually and are programmed to the County's jurisdictions on a competitive basis. The \$418,707 amount currently available represents over \$100,000 in carry over funds.

Table 3 summarizes the amount of revenues that NCTPA has received in the past five years (FY 2009-10 through FY 2014-15) and how it was distributed to Napa County jurisdictions.

Table 3: TDA Article 3 Revenues by Jurisdiction		
Jurisdiction	Total Revenues	Annual Average
American Canyon	\$237,855	\$47,571
Calistoga	110,000	22,000
City of Napa	590,557	118,111
County of Napa	0	0
St. Helena	119,278	23,856
Yountville	51,086	10,217
Total	\$1,108,776	

For Discussion:

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- Consider recommending using two years or \$418,707 in TDA Article 3 funds as the last funds in and \$306,441 in TDA Article 4 transit funds. This option would ensure sufficient funding to award the project and preserve the TDA Article 3 funds if cost savings are realized.
 - Consider approving using the FY 2015-16 TDA Article 3 (roughly \$272,000) and \$453,148 in TDA Article 4 transit , NCTPA commits an additional \$146,707 in additional TDA Article 4 revenues.

SUPPORTING DOCUMENTS

Attachment(s): (1) June 17th Board Memo 11.3



**NAPA COUNTY TRANSPORTATION AND PLANNING AGENCY
Board Agenda Letter**

TO: Board of Directors
FROM: Kate Miller, Executive Director
REPORT BY: Herb Fredricksen, Program Manager - Engineer
(707) 259-5951 / Email: hfredricksen@nctpa.net
SUBJECT: Napa Valley Vine Trail Oak Knoll Section – Award of Construction Contract

RECOMMENDATION

That the Napa County Transportation and Planning Agency (NCTPA) Board (1) authorize the Executive Director to award the construction contract for the Napa Valley Vine Trail Oak Knoll Section project to the lowest responsible/responsive bidder, Ghilotti Bros/RM Harris JV, in the amount of \$6,123,186.70, (2) authorize the Executive Director to execute the contract, contract change orders, and additional construction expenses up to a total amount not to exceed \$8,116,076, and (3) approve the funding proposal to address the project budget shortfall.

COMMITTEE RECOMMENDATION

None

EXECUTIVE SUMMARY

Construction bids for the Napa Valley Vine Trail Oak Knoll Section project were opened on June 5, 2015. Staff has reviewed the proposals and recommends that the Board award the construction contract to the lowest responsible/responsive bidder.

PROCEDURAL REQUIREMENTS

1. Staff Report
2. Public Comments
3. Motion, Second, Discussion and Vote

FISCAL IMPACT

Is there a Fiscal Impact? Yes, \$8,116,076 for constructing the project

Is it currently budgeted? Yes

Where is it budgeted? Congestion Management Agency Fund, 2015-16

Future fiscal impact: None

Consequences if not approved: The project will not be awarded for construction and Transportation, Community, and System Preservation Program (TCSP) and Active Transportation Program (ATP) funds will be no longer be available to fund the project and will be returned to the granting agencies

CEQA REQUIREMENTS

ENVIRONMENTAL DETERMINATION: Staff recommends that the Board determine that the potential environmental effects of the recommended action described herein were adequately examined with the findings set forth in the Final Mitigated Negative Declaration adopted on January 21, 2015, pursuant to CEQA Guidelines Section 15074 & 21081.6.

BACKGROUND AND DISCUSSION

Staff is coordinating the efforts for the construction of the Oak Knoll Section of the Vine Trail. The project is six miles long and is aligned from the Redwood Road Park and Ride facility to California Drive in the Town of Yountville, between the Napa Valley Wine Train right of way and Solano Avenue. This construction project consists of a 10-foot wide Class I bicycle/pedestrian facility, the installation/modification of three traffic signals, the installation of bridges over Hinman Channel, Salvador Channel and Dry Creek, the installation of low retaining walls and fencing, tree removal and tree and shrub planting with irrigation. The project limits are within the City of Napa, County of Napa and the Town of Yountville.

The project was advertised on May 14, 2015 as a base bid, 90% of the entire project, and two alternative bids for optional fencing. The base bid did not include the section of the alignment between Trower Avenue and Wine Country Avenue where two easements need to be secured. Staff and the Vine Trail Coalition continue to work on securing these easements and this portion of the project will be constructed when the negotiations are finalized. These costs have been included in Table 1 and are based on the contractor's base bid line items.

Bids were publically opened and read out loud on June 5, 2015. Per the project specifications the award is based on the Base Bid amount. Two bids were received as follows:

Company	Business Location	Base Bid Amount
Ghilotti Bros/RM Harris JV	San Rafael, CA	\$6,123,186.70*
Maggiora & Ghilotti, Inc.	San Rafael, CA	\$6,689,689.00

*lowest responsible/responsive bidder

Staff has reviewed the bids and recommends the Board authorize the Executive Director to award the construction contract for the Napa Valley Vine Trail Oak Knoll Section project to the lowest responsible/responsive bidder, Ghilotti Bros/RM Harris JV, in the amount of \$6,123,186.70 and authorize the Executive Director to execute the contract, contract change orders, additional construction expenses and materials testing up to a total amount not to exceed \$8,116,076 and approve the funding proposal to address the project budget shortfall.

Lowest responsible/responsive bid amount	\$6,123,186.70
Contingency for unforeseen conditions	\$ 489,855.00
Additional Construction Expenses	<u>\$1,503,034.00</u>
	\$8,116,075.70

The additional authorized amounts above the lowest responsible/responsive bid are estimates and any funds left over at the end of the project will be returned to the source fund. The funds can be used interchangeably between the items listed above.

Item	Cost
Lowest Construction Bid	\$6,123,187
Contingency	489,855
Additional Construction Expenses:	
Trower Avenue to Wine Country Avenue	623,000
Conservation Corps Tree Removal per ATP Award	121,000
Geo Wall Block Purchase	182,634
Traffic Signal and Crossing Work	153,400
Redwood Park & Ride Easement Construction	100,000
Easements at Darms Lane and Redwood Park & Ride	323,000
Total	\$8,116,076

Table 2 outlines the existing funding available for construction.

Table 2: Existing Revenues	
Fund Source	Award Amount
Transportation, Community and System Preservation (Federal)	\$2,500,000
Active Transportation Program (Federal)	3,600,000
Congestion Mitigation and Air Quality	211,000
Vine Trail Coalition	1,473,902
City of Napa	10,000
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Town of Yountville	35,000
NCTPA	48,768
Total	\$7,908,670
Obligated to Date	1,843,307
Balance Available for Construction	6,065,363
Cost of Construction	8,116,076
Projected Shortfall	\$2,050,713

The project has an anticipated \$2.1 million funding shortfall. Staff is working with the concerned jurisdictions and the Vine Trail Coalition to backfill the projected shortfall. Staff is requesting authorization to proceed with knowledge that the funding proposal is currently uncertain. However, NCTPA staff will not award the contract without verifying all revenues have been committed.

The urgency to award the contract revolves around the obligation deadlines of the federal grant sources. NCTPA must award the contract by July 15, 2015 or the federal funding will be returned to the granting agencies. That action, should it occur, could potentially undermine NCTPA and its jurisdictions' ability to obtain future federal and state discretionary funds as it puts into question the technical capacity to deliver federal/state-funded infrastructure projects.

Table 3 shows the staff proposal to backfill the funding shortfall.

Table 3: Proposed Plan to Address Funding Shortfall	
Other Local Funds (Contributions from Jurisdictions/Vine Trail)	\$675,000
Transportation Development Act (TDA) 3 - 2 years*	418,707
NCTPA TDA 4	957,006
Total	2,050,713

The Transportation Development Act (TDA) 3 revenues are the primary funding sources that local jurisdictions use for bicycle and pedestrian projects. NCTPA staff recognizes that these funds are critical revenues for the smaller jurisdictions of Calistoga, St.

Helena, and Yountville because many grant programs have minimum project size which is difficult for these jurisdictions to meet and because their general funds are already severely constrained. NCTPA staff is committed to working with all jurisdictions to prioritize bike and pedestrian needs using other funds as they become available.

The TDA 4 revenues are transit funds that can be used for safe access to transit. These funds will be prioritized for improvements to provide access to the two park and ride lots located within the project limits as well as improvements that are necessary at the facilities to accommodate the new Class 1 trail.

The anticipated construction schedule for the project is shown in Table 4, below.

Table 4: Project Schedule	
Award of contract	June 17, 2015
Agreement fully executed	July 15, 2015
Notice to proceed with construction	July 20, 2015
Project completion	August 1, 2016

SUPPORTING DOCUMENTS

None