



Staff Reports

File #: 145-2022, **Version:** 1

To: Honorable Mayor and Members of City Council

From: Julie Lucido, Public Works Director

Prepared By: John Mason, Assistant Engineer

TITLE:

Mutual Public Works Assistance Agreement

RECOMMENDED ACTION:

Adopt a resolution authorizing the City Manager to execute on behalf of the City a Cooperative Agreement with Napa County for mutual public works assistance.

DISCUSSION:

A Cooperative Agreement for Mutual Public Works Assistance is requested by both the City of Napa and Napa County to allow each party to provide public works assistance to the other in the form of labor and/or equipment when mutually beneficial. There are situations where one of the parties does not have sufficient staffing, equipment, or resources to perform public work services efficiently on their own and may seek assistance from the other agency. Due to the geographic proximity between the two agencies, the Cooperative Agreement would provide a process that would allow for a more cost-effective way for the City to provide the services. All services would be provided on a case-by-case basis and would need to be agreed upon in advance by both parties. Both parties agree that this resource sharing concept will benefit each other and provide mutual cost and quality benefits.

There are numerous types of City projects for which this agreement could be utilized, including asphalt paving, asphalt grinding, guardrail repair, and stormwater projects. Hiring a contractor to provide these types of services for small City projects would be more costly and time consuming than utilizing the County's resources. Contracting with the County for these types of services would reduce the City's costs and allow the City to perform them more efficiently.

Under the proposed agreement, an agency must submit a written request for staffing and/or equipment to the other agency for approval, and if such request is approved, the agency performing the services will invoice the hiring agency based on the fully burdened overhead rate for labor upon completion of the services. Compensation for equipment would be based on the applicable prorated monthly rental fleet rate for each piece of equipment borrowed.

FINANCIAL IMPACTS:

No appropriations are necessary at this time as existing operating and/or project accounts will be used to fund each request for staffing and/or equipment for an approved scope of work. Each request will be funded by an existing operating and/or project account. All costs associated with work conducted by the City under this agreement will be reimbursed by Napa County.

CEQA:

The Public Works Director has determined that the Recommended Action described in this Staff report is not subject to CEQA, pursuant to CEQA Guidelines Section 15060(c).

DOCUMENTS ATTACHED:

ATCH 1 - Resolution

EX A - Agreement

NOTIFICATION:

Steve Lederer, Public Works Director, Napa County