A Tradition of Stewardship
A Commitment to Service

Agenda Date: 11/17/2020
Agenda Placement: 6D

NAPA COUNTY BOARD OF SUPERVISORS
Board Agenda Letter

TO:	Board of Supervisors
FROM:	Steven Lederer - Director of Public Works Public Works
REPORT BY:	Andrea Salter, Staff Services Analyst I - 7072598603
SUBJECT:	Amendment No. 1 to Short Term Lease Agreement No. 200327B with Alvah Contractors, Inc for Parking at the Calistoga Fairgrounds

RECOMMENDATION

Director of Public Works requests approval of and authorization for the Chair to sign Amendment No. 1 to Lease Agreement No. 200327B with Alvah Contractors, Inc to extend the term of the Agreement to use the covered pavilion at the Calistoga Fairgrounds by two months from an original termination date of November 30, 2020 to a new termination date of January 31, 2021, with a monthly rental amount of $3,000.

EXECUTIVE SUMMARY

Alvah Contractors, Inc. was awarded a contract from Pacific, Gas, and Electric (PG&E) to install and replace hundreds of poles and transformers in Napa County. Napa County currently leases the Covered Pavilion located at Calistoga Fairgrounds to Alvah Contractors, Inc. for the purpose of parking vehicles and storing equipment and materials during the duration of their work, which was expected to extend between May 1, 2020 and November 30, 2020. Due to recent emergencies, the work has not been completed and Alvah Contractors, Inc. have requested a two-month extension to their lease.

Amendment No. 1 will extend the term for two (2) months, to January 30, 2021 so that work can be completed in Napa County. All other terms of the lease will remain in effect including a monthly fee of $3,000.

FISCAL & STRATEGIC PLAN IMPACT

Is there a Fiscal Impact?	Yes
Is it currently budgeted?	No

What is the revenue source?	The County will be receiving rent of $3,000 per month from December, 2020 through January, 2021. It is anticipated that approximately $6,000 of additional revenue will be generated for the Calistoga Fairgrounds (Fund 5070).
Is it Mandatory or Discretionary?	Discretionary
Discretionary Justification:	Alvah Contractors Inc. will be able to complete their work for PG&E and additional revenue in the amount of approximately $6,000 will be generated for the Calistoga Fairgrounds.
Is the general fund affected?	No
Future fiscal impact:	No fiscal impacted is anticipated beyond the current fiscal year.
Consequences if not approved:	If this Amendment is not approved, Alvah Contractors, Inc. will need to relocate and will be unable to complete their contract with PG&E to replace poles and transformers in Napa County in a timely manner and the Calistoga Fairgrounds will not be receiving the additional revenue.
County Strategic Plan pillar addressed:	
Additional Information:	

ENVIRONMENTAL IMPACT

Consideration and possible adoption of a Categorical Exemption Class 1: It has been determined that this type of project does not have a significant effect on the environment and is exempt from the California Environmental Quality Act. [See Class 1 (“Existing Facilities”) which may be found in the guidelines for the implementation of the California Environmental Quality Act at 14 CCR §15301; see also Napa County’s Local Procedures for Implementing the California Environmental Quality Act, Appendix B.]

BACKGROUND AND DISCUSSION

PG&E currently has a power pole replacement program. Alvah Contractors, Inc., a minority owned company, was awarded a contract by PG&E to install hundreds of poles and transformers in Napa County.

On May 5, 2020, Napa County entered into Lease Agreement No. 200327B with Alvah Contractors, Inc. for use of the Covered Pavilion at the Calistoga Fairgrounds to park vehicles and store equipment and materials during the duration of their contract with PG&E. The Agreement provides flexibility to relocate Alvah Contractors, Inc. to another location at the Fairgrounds should a conflict of use arise such as an emergency, other public safety response, or other conflict of use.

If approved, the County will receive additional monthly rent for the period of December, 2020 through January, 2021. Parking/equipment storage arrangements, such as this, is one of the few uses of the Fairgrounds that can generate positive cash flow while requiring very little effort on the part of the County.

SUPPORTING DOCUMENTS

None

CEO Recommendation: Approve

Reviewed By: Susan Kuss