



## **NAPA VALLEY TRANSPORTATION AUTHORITY Board Agenda Letter**

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**TO:** NVTA Board of Directors  
**FROM:** Kate Miller, Executive Director  
**REPORT BY:** Herb Fredricksen, Program Manager, Engineer  
(707) 259-5951 / Email: [hfredricksen@nvta.ca.gov](mailto:hfredricksen@nvta.ca.gov)  
**SUBJECT:** Notice of Completion for the Soscol Gateway Transit Center Board Room Audiovisual Improvements

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### **RECOMMENDATION**

That the Napa Valley Transportation Authority (NVTA) Board authorize the filing of the Notice of Completion (Attachment 1) with the Recorder-County Clerk for NVTA Contract No. 17-05 Soscol Gateway Transit Center Board Room Audiovisual Improvements.

### **COMMITTEE RECOMMENDATION**

None

### **EXECUTIVE SUMMARY**

On January 19, 2018 the NVTA issued the Notice to Proceed to Sherwood Electric, Inc. for the Soscol Gateway Transit Center Board Room Audiovisual Improvements (Project). This work was completed on Wednesday May 2, 2018. Staff inspected the Project on Wednesday May 2, 2018 and deemed the job was completed satisfactorily and all items within the scope of work were met.

### **PROCEDURAL REQUIREMENTS**

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

### **FISCAL IMPACT**

Is there a Fiscal Impact? No

## **CEQA REQUIREMENTS**

**ENVIRONMENTAL DETERMINATION:** The proposed action is not a project as defined by 14 California Code of Regulations 15378 (California Environmental Quality Act (CEQA) Guidelines) and therefore CEQA is not applicable.

## **BACKGROUND AND DISCUSSION**

The quality of the user's experience with the audiovisual equipment in the Board Room was sub-standard. Projected images were washed out and the speaker system provided poor sound due to room acoustics and the location of the existing speakers. Also the layout of the audiovisual control equipment was unconventional and difficult to work with.

Working with audiovisual consultants RGD Acoustics, audiovisual equipment was relocated to a closet, projectors were replaced, speakers were added to the room, Dias monitors were added and microphones were upgrade, Wi-Fi capacity was improved.

The NVTB Board authorized the Executive Director to award the Project to the lowest and best bidder for an amount not to exceed of \$200,000 on July 19, 2017. Bids were opened for the Project on October 19, 2017 and Notice to Proceed was issued to Sherwood Electric, Inc. on January 19, 2018 with a construction budget of \$179,500. Staff inspected the Project on Wednesday May 2, 2018 and deemed the job was completed satisfactorily and all items within the scope of work were met. The work was completed within budget. Sherwood Electric, Inc. will provide continued staff support and equipment adjustments for a period of 1 year.

## **SUPPORTING DOCUMENTS**

Attachment: (1) Notice of Completion

**WHEN RECORDED PLEASE RETURN TO:**

**Napa Valley Transportation Authority**  
**625 Burnell Street**  
**Napa, California 94559**

**Exempt from Recording Fees: Gov. Code 27383**

**NOTICE OF COMPLETION**

**NOTICE IS HEREBY GIVEN**, by order of the Board of Directors of the Napa Valley Transportation Authority, State of California, pursuant to Section 9204 of the Civil Code of the State of California, as follows:

That Contract "Soscol Gateway Transit Center Board Room Audiovisual Improvements, 17-20." heretofore made and executed by the Napa Valley Transportation Authority (NVTA), as Owner, whose address is 625 Burnell Street, Napa, California 94559 and Sherwood Electric, Inc., Contractor, bearing the date of December 26, 2017 for the work of "Soscol Gateway Transit Center Board Room Audiovisual Improvements, 17-20", was completed by the Contractor and was accepted on behalf of the NVTA on May 16, 2018.

That the work and contract was performed at the Soscol Gateway Transit Center located at 625 Burnell Street, Napa, County of Napa, State of California; and

That upon said Stout Insurance Brokers, Inc. was surety upon the bond given by the Contractor in accordance with the provisions of Division 3, Part 4, Title XV, Chapter 7 (section 3247 et seq.) of the Civil Code of California.

**IN WITNESS WHEREOF**, pursuant to approval granted by its Board of Directors at a meeting of the Board convened and held on the 16th day of May, 2018, authorizing and directing the execution of this instrument, the NVTA has caused this notice to be executed, authenticated by the signature of the Chair of the Board of Directors, and attested by the signature of its Clerk this 16th day of May, 2018.

Napa Valley Transportation Authority (NVTA)

By: \_\_\_\_\_  
PETER G. WHITE, Chair of the Board of Directors

ATTEST: KARALYN E. SANDERLIN  
NVTA Board Secretary

By: \_\_\_\_\_

## DECLARATION

The undersigned declare under penalty of perjury that each of them is an officer of the Napa Valley Transportation Authority (NVTa), to wit: Chair and Secretary of the Board of Directors, respectively; that each of them has read the foregoing Notice of Completion and knows the contents thereof; that the same is true of their own knowledge except as to those matters as are therein stated on information and belief, and as to those matters, each believes them to be true.

Executed on \_\_\_\_\_ at Napa, California.

\_\_\_\_\_  
PETER G. WHITE, Chair of the Board of Directors of the  
Napa Valley Transportation Authority (NVTa)

\_\_\_\_\_  
Karalyn E. Sanderlin, NVTa Board Secretary

A Notary Public or other officer completing this certificate verifies only the identity of the individual who signed the document to which this certificate is attached, and not the truthfulness, accuracy, or validity of that document.

State of California                    )  
County of \_\_\_\_\_            )

On \_\_\_\_\_ before me,  
\_\_\_\_\_, personally appeared  
\_\_\_\_\_, who proved to me on  
the basis of satisfactory evidence to be the person(s) whose name(s) is/are subscribed to the within  
instrument and acknowledged to me that he/she/they executed the same in his/her/their authorized  
capacity(ies), and that by his/her/their signature(s) on the instrument the person(s), or the entity upon  
behalf of which the person(s) acted, executed the instrument.

I certify under PENALTY OF PERJURY under the laws of the State of California that the  
foregoing paragraph is true and correct.

WITNESS my hand and official seal.

Signature \_\_\_\_\_ (Seal)