



COUNTY OF HUMBOLDT

For the meeting of: 2/6/2024

File #: 24-112

To: Board of Supervisors

From: Public Works

Agenda Section: Consent

Vote Requirement: Majority

SUBJECT:

Approve Consultant Services Agreement with Ghirardelli and Associates, Inc., Regarding the Provision of Construction Management Services for the Honeydew Bridge Replacement Project

RECOMMENDATION(S):

That the Board of Supervisors:

1. Approve the selection of Ghirardelli and Associates, Inc. as the consulting firm to provide construction management services for the Honeydew Bridge Replacement Project;
2. Approve and authorize the Chair of the Board to execute, the attached consultant services agreement with Ghirardelli and Associates, Inc. regarding the provision of Construction Management Services;
3. Authorize the Public Works Director, or a designee thereof, to execute amendments to the agreement after review and approval by County Counsel, Risk Management and the County Administrative office; and
4. Direct the Clerk of the Board to return one (1) fully executed original copy of the attached consultant services agreement with Ghirardelli and Associates, Inc. to the Department of Public Works for further processing.

SOURCE OF FUNDING:

Road Fund (1200), Federal Highway Administration Highway Bridge Program, California Transportation Commission (Proposition 1B)

DISCUSSION:

The Honeydew Bridge Project, also known as the Mattole Road (F3D010) over Mattole River Bridge No. 04C0263 Project will replace a historic bridge located in the community of Honeydew at the junction of Wilder Ridge Road and Mattole Road. Built in 1920, the existing bridge is a single-lane, Camelback truss with timber decking and rails. The proposed bridge will be a two (2) lane, composite welded girder bridge and is expected to take two (2) construction seasons to complete.

On Sept. 12, 2023, the Humboldt County Department of Public Works (“Public Works”) issued a Request for Qualifications (“RFQ”) for the purpose of selecting a qualified consultant to provide construction management services for Honeydew Bridge Project. The RFQ followed the selection process set forth in Chapter 10 of the California Department of Transportation’s Local Assistance Procedures Manual. The statements of qualifications submitted in response to the RFQ for construction management services for Honeydew Bridge Project were evaluated and ranked by a selection committee comprised of county staff. The final ranking of the statements of qualifications was issued on Nov. 13, 2023.

Public Works is now returning to the Board of Supervisors in order to award the attached consultant services agreement to the responsive consultant, Ghirardelli and Associates, Inc. (Attachment 1). The attached consultant services agreement with Ghirardelli and Associates, Inc. has a term of three (3) years. The maximum amount payable by the County of Humboldt for any and all services provided, and costs and expenses incurred, pursuant to the terms and conditions of the attached consultant services agreement with Ghirardelli and Associates, Inc. shall not exceed \$1,413,658.44 for the period of Feb. 6, 2024 through Dec. 31, 2026.

Accordingly, Public Works recommends that the Board of Supervisors approve, and authorize the Chair of the Board to execute, the attached consultant services agreement with Ghirardelli and Associates, Inc. for construction management services for the Honeydew Bridge Replacement Project.

FINANCIAL IMPACT:

Expenditures (Fund, Budget Unit)	FY23-24 *	FY24-25 *	FY25-26 *
Construction Engineering - Consultant	\$140,000	\$560,000	\$713,658.44
Total Expenditures	\$140,000	\$560,000	\$713,658.44
Funding Sources (Fund, Budget Unit)	FY23-24 *	FY24-25 *	FY25-26 *
Federal Funds 88.53%	\$123,942.00	\$495,768.00	\$631,801.82
Road Fund (1200) 11.47%	\$16,058.00	\$64,232.00	\$81,856.62
Total Funding Sources	\$140,000.00	\$560,000.00	\$713,658.44

**Projected amounts are estimates and are subject to change.*

Narrative Explanation of Financial Impact:

The maximum amount payable for the construction management services rendered, and costs and expenses incurred, pursuant to the terms and conditions of the consultant services agreement awarded as a result of this RFQ process is \$1,413,658.44. The project is funded by the Federal Highway Administration’s Highway Bridge Program (88.53%) and the Humboldt County Department of Public Works Road Fund (11.47%). Expenditure appropriations related to Honeydew Bridge Project are included in the approved fiscal year (FY) 2023-24 budget and will be included in the proposed FY 2024-25 and 2025-26 budgets for Road-Engineering budget unit 1200-321-2118.

Projects are paid in arrears. The FY 2022-23 Annual Road Report, completed by the State of California, reflected an estimated negative fund balance of \$8.4 million in the county’s Road Fund.

Even after allocating nearly \$6.8 million of American Rescue Plan Act (ARPA) funds to the Road Fund in order to reduce the negative fund balance, the current estimated fund balance remains negative by approximately \$7.7 million.

This negative balance is partially due to the timing of Federal Emergency Management Agency reimbursements to the county, which can take years for the county to receive repayment. The current outstanding repayments are approximately \$7.7 million. The department utilizes other state and local funding, such as Regional Surface Transportation Program funds, for the Humboldt County Road Fund match for reimbursable projects. Despite those additional funding sources, Road Fund projects are underfunded and will very likely have a negative impact on the General Fund if additional revenue sources are not secured.

STAFFING IMPACT:

There is no impact to current staffing levels related to the approval of the consultant services agreement with Ghirardelli Associates, Inc. regarding construction management services for the Honeydew Bridge Replacement Project.

STRATEGIC FRAMEWORK:

This action supports the following areas of your Board's Strategic Framework.

Core Roles: Provide for and maintain infrastructure

New Initiatives: N/A

Strategic Plan: N/A

OTHER AGENCY INVOLVEMENT:

California Department of Transportation, Federal Highway Administration

ALTERNATIVES TO STAFF RECOMMENDATIONS:

The Board of Supervisors may choose not to approve the attached agreement with Ghirardelli Associates, Inc. regarding the provision of construction management services for the Honeydew Bridge Replacement Project. However, this alternative is not recommended because Public Works has limited personnel to provide the construction management services needed to implement the Project.

ATTACHMENTS:

1. FY 23-24 Consultant Services Agreement with Ghirardelli Associates, Inc. for the Honeydew Bridge Replacement Project
2. Certificate of Insurance

PREVIOUS ACTION/REFERRAL:

Board Order No.: D-32; D-16

Meeting of: Sep. 12, 2023; Jan. 9, 2024

File No.: 23-1205; 23-1643