



COUNTY OF HUMBOLDT

For the meeting of: 7/11/2023

File #: 23-960

To: Board of Supervisors

From: Public Works

Agenda Section: Consent

Vote Requirement: Majority

SUBJECT:

Consultant Services Agreement with GHD, Inc. Regarding the Provision of Professional Planning and Technical Support Services for the Humboldt Bay Trail Planning Study (Eureka to College of the Redwoods)

RECOMMENDATION(S):

That the Board of Supervisors:

1. Approve, and authorize the Director of Public Works, or a designee thereof, to sign, the attached consultant services agreement with GHD, Inc. for the Humboldt Bay Trail Planning Study (Eureka to College of the Redwoods); and
2. Authorize the Public Works Director, or a designee thereof, to execute any and all subsequent amendments to the attached consultant services agreement with GHD, Inc. that do not cumulatively exceed \$50,000 after review and approval by County Counsel and Risk Management.

SOURCE OF FUNDING:

Bicycles & Trailways Program (1710715)

DISCUSSION:

On March 21, 2023, your Board authorized the Department of Public Works - Environmental Services Division (Public Works) to issue a request for proposals (RFP) regarding professional planning and technical services to support the Humboldt Bay Trail Planning Study (Eureka to College of the Redwoods). Also at that meeting, your Board approved a consultant services agreement with Redwood Community Action Agency (RCAA) to lead the community outreach portion of the project. The RFP for professional planning and technical services was posted on the Humboldt County website with proposals due by April 18, 2023. Two proposals were received by the due date. A review committee composed of representatives from Public Works, RCAA, California Department of Transportation (Caltrans), and the Humboldt County Association of Governments (HCAOG) reviewed the proposals submitted in response to the RFP and selected GHD, Inc. as the highest-ranking firm based on the

selection criteria set forth in the RFP.

Accordingly, Public Works recommends that the Board of Supervisors approve, and authorize the Public Works Director, or a designee thereof, to sign, the attached consultant services agreement with GHD, Inc. regarding the provision of professional planning and technical support services for the Humboldt Bay Trail Planning Study (Eureka to College of the Redwoods). Staff also recommends that the Board authorize the Public Works Director, or a designee thereof, to execute any and all subsequent amendments to the attached consultant services agreement with GHD, Inc. that do not cumulatively exceed \$50,000, after review and approval by County Counsel and Risk Management, in order to ensure the efficient delivery of services.

FINANCIAL IMPACT:

Expenditures (Fund, Budget Unit)	FY22-23 Adopted	FY23-24 Projected	FY24-25 Projected
Budgeted Expenses	\$0	\$130,000	\$55,000
Additional Appropriation Requested	\$0	\$0	\$0
Total Expenditures	\$0	\$130,000	\$55,000
Funding Sources (Fund, Budget Unit)	FY22-23 Adopted	FY23-24 Projected*	FY24-25 Projected*
General Fund	\$0	\$0	\$0
State/Federal Funds	\$0	\$114,442	\$49,047
Fees/Other	\$0	\$15,058	\$6,453
Use of Fund Balance	\$0	\$0	\$0
Contingencies	\$0	\$0	\$0
Total Funding Sources	\$0	\$130,000	\$55,000

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

Narrative Explanation of Financial Impact:

The attached consultant services agreement with GHD, Inc. has a maximum payable amount of \$185,000. Expenditure appropriations related to the attached consultant services agreement with GHD, Inc. have been incorporated into the proposed fiscal year 2023-24 budget at revenue lines 1710715-4510 and 1710715-4565. Funding for the project is provided by the Sustainable Communities Grants program administered by Caltrans with cost-share provided with funding administered through HCAOG. The work provided under the attached consultant services agreement will begin in fiscal year 2023-24 and extend through fiscal year 2024-25. The services under the agreement are for a planning study only and do not involve construction or the incurrence of maintenance responsibilities.

STAFFING IMPACT:

Narrative Explanation of Staffing Impact:

The proposed action has no impact on staffing.

STRATEGIC FRAMEWORK:

This action supports your Board's Strategic Framework priority of providing for and maintaining infrastructure and creating opportunities for improved safety and health.

OTHER AGENCY INVOLVEMENT:

Caltrans; HCAOG; City of Eureka; Wiyot Tribe; Humboldt Bay Harbor, Conservation, and Recreation District; College of the Redwoods

ALTERNATIVES TO STAFF RECOMMENDATIONS:

The Board could choose not to approve the attached consultant services agreement with GHD, Inc. regarding the provision of professional planning and technical support services for the Humboldt Bay Trail Planning Study (Eureka to College of the Redwoods). However, this alternative is not recommended since it will not allow the provision of professional services necessary to complete the planning study which the Board of Supervisors supported through Resolution No. 21-82.

ATTACHMENTS:

1. Consultant Services Agreement with GHD, Inc. Regarding the Provision of Professional Planning and Technical Support Services for the Humboldt Bay Trail Planning Study (Eureka to College of the Redwoods)

PREVIOUS ACTION/REFERRAL:

Board Order No.: D-32, D-31

Meeting of: March 21, 2023, Aug. 10, 2021

File No.: 23-308, 21-1075