



# STAFF REPORT – CITY COUNCIL MEETING

---

October 04, 2023

**TO:** Honorable Mayor and City Council Members

**FROM:** Emily Sinkhorn, Director of Environmental Services

**PREPARER:** Emily Sinkhorn, Director of Environmental Services

**DATE:** September 25, 2023

**TITLE:** **Amend the Contract with GHD, Inc., for Professional Services to Support the Project Specifications and Estimates (PS&E) and Right-of-Way (ROW) Phases of the Annie & Mary Trail Connectivity Project in the Amount of \$40,350.64; and Authorize the City Manager to Execute All Applicable Documents.**

---

## **RECOMMENDATION:**

It is recommended that the Council:

- 1) Amend the Contract with GHD, Inc., for Professional Services to Support the Project Specifications and Estimates (PS&E) and Right-of-Way (ROW) Phases of the Annie & Mary Trail Connectivity Project in the Amount of \$40,350.64;
- 2) Authorize the City Manager to execute all applicable documents.

## **INTRODUCTION:**

The Environmental Services Department continues to advance the Arcata Annie & Mary Trail Connectivity Project (Project) to provide a safe walking and biking route from the existing northern terminus of the Humboldt Bay Trail at the Arcata Skate Park to the Valley West neighborhood, the Aldergrove Industrial Park, and the Mad River at the Humboldt Bay Municipal Water District's Park 1.

In January 2023, the California Transportation Commission approved the allocation of funding for the PS&E (project specifications and estimates) and ROW (right-of-way) phases of the project. In May 2023, the City Council awarded a contract to a team led by GHD, Inc., to support City staff in completing designs and right-of-way certification for the Arcata Annie & Mary Trail Connectivity Project.

This summer, GHD and its subconsultants have been supporting the City to prepare NEPA (National Environmental Policy Act) documentation due to an additional financial contribution of federal funding from Caltrans. Additional historical resources compliance documentation requiring qualified archaeologists has been requested by Caltrans District 1 in order to complete NEPA, which were not originally scoped in GHD's existing contract.

## **BACKGROUND:**

The Arcata Annie & Mary Trail Connectivity Project will provide a safe, separated non-motorized transportation route between downtown Arcata and the Valley West neighborhood and the Aldergrove Industrial Park employment center, and between affordable neighborhoods, including the Yurok Indian Housing Authority 30th Street Commons Improvement Project and Cal Poly Humboldt. The project will also provide a safe, family-friendly connection to the nearby Mad River. The City is working in partnership with the County of Humboldt to design the segment of the trail project outside of the Arcata city limits and with Humboldt Bay Municipal Water District (HBMWD) to design a trailhead at Park 1 on the Mad River. The majority of funding for this project is through a grant from Caltrans' Cycle 5 Active Transportation Program with additional funding coming from a financial contribution from Caltrans and an Affordable Housing and Sustainable Communities grant.

## **DISCUSSION:**

Following an RFP process in summer 2021, GHD, Inc., was selected to support the City through Phase I and subsequently Phase 2, Project Specifications & Estimates (PS&E) and Right-of-Way (ROW) support, of the Annie & Mary Trail Project. The City Council awarded the Phase 2 contract to GHD, Inc., in May 2023.

The City's Engineering Department is leading the engineering and design work for the project with support from the GHD team. GHD's current Phase 2 tasks include:

- Environmental mapping and studies to support NEPA
- Topographical survey and right-of-way mapping
- Geotechnical investigations at specific locations along the proposed trail corridor
- Habitat mitigation and monitoring plan
- Right-of-way clearance support
- Project management and coordination

The GHD team scope includes a task to complete several NEPA-related studies as Caltrans will be providing a new financial contribution of federal funding to support the creation of Complete Streets facilities on the Giuntoli Lane overpass over State Route 299. Caltrans is serving as the lead agency for NEPA and this summer requested the completion of additional historical documentation. These additional historical reports (Historical Resources Evaluation Report [HRER], Historical Property Survey Report [HPSR] and, if required, a Finding of Effect [FOE]) were not originally anticipated to be required for this project and thus were not originally included in GHD's contract. Additionally, neither GHD nor their current subconsultants have the qualifications to complete these historical reports.

JRP Historical Consulting, LLC, is one of few historical resources firms in northern California with the qualifications to produce these historical resources compliance reports. JRP is familiar with Humboldt County and successfully produced similar documentation for the City's Old Arcata Road project. City staff recommend amending the current GHD, Inc., contract for this project to include these additional NEPA-related tasks. GHD, Inc., is prepared to subcontract with JRP to start work on these tasks this fall.

The City and GHD are actively engaged in design of the Annie & Mary Trail which is anticipated to continue through winter 2025. Following design and right-of-way City staff anticipate construction to commence in summer 2025.

**POLICY IMPLICATIONS:**

Finalizing the Environmental and Design plans to construct the Arcata Annie & Mary Trail is identified as a 2023/24 Priority Project. Completing the Annie & Mary Trail is also recognized as a City priority in the Parks & Recreation Master Plan. The project is on the City's Capital Improvement Program list (48-07). Finally, the Annie & Mary Trail is also a priority regional commuter trail project in the Humboldt County Association of Governments' Regional Transportation Plan.

**ENVIRONMENTAL REVIEW (CEQA):**

An Initial Study and Mitigated Negative Declaration (IS/MND) was prepared for this project and adopted by the City Council on December 9, 2022.

**BUDGET/FISCAL IMPACT:**

Grant funding has been allocated by the California Transportation Commission to cover the cost of PS&E and ROW support services. A budget adjustment will be completed to bring in additional grant allocation and expenses in the 2023/24 budget over the original contract amount of \$334,783.39. This additional Phase 2 task will be budgeted as follows:

Annie & Mary Trail Project	\$40,350.64	Account 210-50-48-51770
----------------------------	-------------	-------------------------

**ATTACHMENTS:**

- A. Arcata Annie & Mary Trail - JRP proposal 2023-08-17 (PDF)
- B. GHD Agreement for AMT Connectivity Phase 2\_executed (PDF)