



STAFF REPORT – CITY COUNCIL MEETING

TO: Honorable Mayor and City Council Members

FROM: Emily Sinkhorn, Director of Environmental Services

PREPARER: Emily Sinkhorn, Director of Environmental Services

DATE: August 6, 2025

TITLE: **Award a Contract in the Amount of \$95,739.62 to GHD, Inc., for Environmental Monitoring Professional Services to Support the Construction Phase of the Annie and Mary Trail Project; and Authorize the City Manager to Execute All Applicable Documents.**

RECOMMENDATION:

It is recommended that the Council:

- 1) Award a Contract in the Amount of \$95,739.62 to GHD, Inc., for Environmental Monitoring Professional Services to Support the Construction Phase of the Annie and Mary Trail Connectivity Project; and
- 2) Authorize City Manager to execute all applicable documents.

INTRODUCTION:

The City continues to advance the Arcata Annie & Mary Trail Connectivity 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 business park, and the Mad River at the Humboldt Bay Municipal Water District's Park 1.

The City released a construction bid on July 23, 2025, and anticipates construction of the trail project to commence in September 2025. This proposed contract with GHD will support City staff in environmental compliance monitoring during the construction phase of the Arcata Annie & Mary Trail Connectivity Project.

BACKGROUND:

Completion of the Arcata Annie & Mary Trail has been a City Council priority for many years and has been a priority Capital Improvement Project. The Arcata Annie & Mary Trail Connectivity Project will provide a safe, separated non-motorized transportation route between downtown Arcata and Valley West 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 has worked in partnership with the Great Redwood Trail Agency, Caltrans District 1, Humboldt Bay Municipal Water District (HBMWD), the County of Humboldt, Cal Poly Humboldt and resource agencies to develop the Arcata Annie & Mary Trail.

On June 30, 2021, the City solicited a Request for Proposal (RFP) from qualified firms seeking an experienced consulting firm to complete the Project Approval and Environmental Documentation (PA&ED) phase, for the Arcata Annie & Mary Trail Connectivity Project. The RFP was structured such that the City has the option to award a contract to the chosen firm for subsequent phases of design and right-of-way and/or construction management once phase funding is allocated by the California Transportation Commission. The City received two proposals from qualified firms, and after applications were rated and scored, the GHD team was selected. GHD's team has supported the City in successfully completing the planning, design and right-of-way project phases.

In June 2025, the California Transportation Commission approved the allocation of funding for the construction phase of the project. Funding for this project is through a variety of sources including a grant from Caltrans' Cycle 5 Active Transportation Program, SHOPP funds secured with a partnership with Caltrans District 1, an MOU with Yurok Indian Housing Authority and City of Arcata Measure G funds.

DISCUSSION:

The City's Engineering Department will lead the construction management for the project and Environmental Services staff will lead the environmental permit compliance monitoring with support from the GHD team. Specifically, GHD's tasks for environmental monitoring will include:

- Preconstruction surveys for nesting birds, roosting bats, and special status wildlife
- Soil and groundwater management plan implementation support
- Wetland mitigation monitoring
- Project management and coordination

This environmental monitoring support will assist the City to ensure compliance with our anticipated environmental permit requirements and the mitigation monitoring reporting plan adopted with the CEQA Initial Study and Mitigated Negative Declaration. City staff anticipate a potential contract amendment at a later date to add on-call construction management support services to this contract. At that time, staff would bring a recommended contract amendment to the Council for consideration.

The City has completed designs and secured all rights-of-way for the Annie & Mary Trail project. Staff anticipate that construction will commence in September 2025 and be completed by December 2026.

POLICY IMPLICATIONS:

Initiating construction of the Arcata Annie & Mary Connectivity Trail Project is identified as a City Council 2025/26 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 CIP 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 was prepared for this project and adopted by the City Council on December 9, 2022.

BUDGET/FISCAL IMPACT:

The contract amount will be covered by the budget allocation in the 2025/26 Fiscal Year for Annie & Mary Trail Construction Management. This contract is budgeted as follows:

Annie and Mary Trail Project	\$95,739.62	Account 210-70-48-51770
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RECOMMENDED COUNCIL ACTION:

Motion to:

- 1) Award a Contract in the Amount of \$95,739.62 to GHD, Inc., for Environmental Monitoring Professional Services to Support the Construction Phase of the Annie and Mary Trail Connectivity Project; and
- 2) Authorize the City Manager to execute all applicable documents.

Consent Calendar vote.

ATTACHMENTS:

- A. GHD Environmental Monitoring Scope of Work and Fee