



# COUNTY OF HUMBOLDT

For the meeting of: 3/1/2022

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File #: 22-227

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**To:** Board of Supervisors

**From:** Public Works

**Agenda Section:** Consent

**SUBJECT:**

Agreements with Humboldt Transit Authority Regarding the Administration, Management and Operation of the Southern Humboldt and Willow Creek Bus Transit Systems

**RECOMMENDATION(S):**

That the Board of Supervisors:

1. Approve, and authorize the Chair of the Board to execute, the attached agreements with Humboldt Transit Authority regarding the administration, management and operation of the Southern Humboldt and Willow Creek Bus Transit Systems for the period of July 1, 2021 through June 30, 2024;
2. Authorize the Humboldt County Public Works Director, or a designee thereof, to execute any and all subsequent amendments to, and any other documents directly associated with, the attached agreements with Humboldt Transit Authority, after review and approval by County Counsel, Risk Management and the County Administrative Office; and
3. Direct the Clerk of the Board to return one (1) fully executed copy of each attached agreement with Humboldt Transit Authority to the Department of Public Works for further processing.

**SOURCE OF FUNDING:**

Transportation Services - Local Transportation Fund (1150-910)

**DISCUSSION:**

The current agreement with Humboldt Transit Authority (“HTA”) regarding the operation of a bus transit system in the southern area of Humboldt County covers the inter-city bus route between Eureka and Benbow. As part of the above-referenced agreement, HTA has been operating buses on a regular schedule Monday through Friday, a reduced schedule on Saturday and a reduced seasonal schedule on Sunday from July through October.

The current agreement with HTA regarding the operation of a bus transit system in the Willow Creek area of Humboldt County covers the inter-city bus route between Arcata and Willow Creek. As part of the above-referenced agreement, HTA has been operating buses on a regular schedule Monday through Friday and a reduced schedule on Saturday.

The attached agreements with HTA will allow for the continued operation of the Southern Humboldt and Willow Creek Bus Transit Systems for the period of July 1, 2021 through June 30, 2024. It should be noted that the attached agreements with HTA come to the Board after the start date thereof due to scheduling issues brought about by the COVID-19 pandemic.

Accordingly, the Department of Public Works recommends that the Board approve, and authorize the Chair of the Board to execute, the attached agreements with HTA regarding the administration, management and operation of the Southern Humboldt and Willow Creek Bus Transit Systems for the period of July 1, 2021 through June 30, 2024. It is also recommended that the Board authorize the Humboldt County Public Works Director, or a designee thereof, to execute any and all subsequent amendments to, and any other documents directly associated with, the attached agreements with Humboldt Transit Authority, after review and approval by County Counsel, Risk Management and the County Administrative Office, in order to avoid any unnecessary interruptions in the operation of the Southern Humboldt and/or Willow Creek Bus Transit Systems.

**FINANCIAL IMPACT:**

The attached agreement with HTA regarding operation of the Southern Humboldt Bus Transit System has a maximum amount payable of \$1,826,172.00 for the period of July 1, 2021 through June 30, 2024. In no event shall the maximum amount paid under the attached agreement regarding operation of the Southern Humboldt Bus Transit System exceed \$590,822.00 for fiscal year 2021-2022, \$608,547.00 for fiscal year 2022-2023 and \$626,803.00 for fiscal year 2023-2024.

The attached agreement with HTA regarding the operation of the Willow Creek Bus Transit System has a maximum amount payable of \$885,531.00 for the period of July 1, 2021 through June 30, 2024. In no event shall the maximum amount paid under the attached agreement regarding operation of the Willow Creek Bus Transit System exceed \$286,496.00 for fiscal year 2021-2022, \$295,091.00 for fiscal year 2022-2023 and \$303,944.00 for fiscal year 2023-2024.

Expenditure appropriations related to the attached agreements with HTA regarding operation of the Southern Humboldt and Willow Creek Bus Transit Systems have been included in the approved fiscal year 2021-2022 budget for Transportation Services budget unit 1150-910. As a result, approval of the attached agreements with HTA regarding operation of the Southern Humboldt and Willow Creek Bus Transit Systems will not impact the Humboldt County General Fund.

**STRATEGIC FRAMEWORK:**

The recommended actions support the Board of Supervisors' Strategic Framework by providing community-appropriate levels of service and providing for and maintaining infrastructure.

**OTHER AGENCY INVOLVEMENT:**

Humboldt County Association of Governments

**ALTERNATIVES TO STAFF RECOMMENDATIONS:**

The Board could choose not to approve the attached agreements with HTA regarding operation of the Southern Humboldt and Willow Creek Bus Transit Systems. However, this alternative is not

recommended since it would not allow for the provision of needed bus transit services in the southern and eastern areas of Humboldt County.

**ATTACHMENTS:**

1. Agreement with Humboldt Transit Authority Regarding the Administration, Management and Operation of the Southern Humboldt Bus Transit System for Fiscal Years 2021-2022 through 2023-2024
2. Agreement with Humboldt Transit Authority Regarding the Administration, Management and Operation of the Willow Creek Bus Transit System for Fiscal Years 2021-2022 through 2023-2024

**PREVIOUS ACTION/REFERRAL:**

Board Order No.: N/A

Meeting of: N/A

File No.: N/A