



COUNTY OF HUMBOLDT

For the meeting of: 12/16/2019

File #: 19-1685

To: Board of Supervisors

From: Public Works

Agenda Section: Consent

SUBJECT:

Second Amendment to the Agreement for Consultant Services with Points West Surveying Company Regarding the Provision of On-Call Professional Land Surveying Services

RECOMMENDATION(S):

That the Board of Supervisors:

1. Approve, authorize the Chair of the Board to execute, the attached second amendment to the agreement for consultant services with Points West Surveying Company regarding the provision of on-call professional land surveying services; and
2. Direct the Clerk of the Board to return two (2) fully executed original copies of the attached second amendment to the Department of Public Works for further processing.

SOURCE OF FUNDING:

Humboldt County Road Fund (1200); Federal Highway Administration (“FHWA”) Storm Damage Funds, Federal Emergency Management Agency (“FEMA”) and California Office of Emergency Services (“Cal OES”).

DISCUSSION:

On May 9, 2017, the Humboldt County Department of Public Works issued a Request for Qualifications (“RFQ”) for the purpose of selecting a qualified consultant who will be available to meet the department’s land surveying needs. 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 on-call professional land surveying were evaluated and ranked by the selection committee. The highest-ranking consultant was Points West Surveying Company, and the final ranking of the statement of qualifications was issued on June 2, 2017.

On January 9, 2018, the Humboldt County Board of Supervisors approved, and authorized the Chair of the Board to execute, a consultant services agreement with Points West Surveying Company regarding the provision of professional land surveying services on an on-call basis (Attachment 1). The maximum amount payable for the services rendered, and costs and expenses incurred, pursuant to the

terms and conditions of the consultant services agreement with Points West Surveying Company was Four Hundred Thirty Thousand Dollars (\$430,000.00).

On December 11, 2018, The Humboldt County Board of Supervisors approved, and authorized the Chair of the Board to execute, the attached first amendment (Attachment 2) which increased the maximum amount payable under the consultant services agreement with Points West Surveying Company by Four Hundred Fifty Thousand Dollars (\$450,000.00). This increase allowed for the provision of additional surveying services required to complete storm damage repair projects including construction staking and other services that are required to bring the county into compliance with the Americans with Disabilities Act.

The attached second amendment (Attachment 3) to the consultant services agreement with Points West Surveying Company will extend the term of the agreement to five (5) years, increase the maximum amount payable thereunder by Six Hundred Twenty Thousand Dollars (\$620,000.00) and increase the rate of compensation therein. The term extension and cost increase will allow for the provision of land surveying services required for the 2017 and 2019 storm damage projects.

Accordingly, staff recommends that the Board of Supervisors approve, and authorize the Chair of the Board to execute, the attached second amendment to the consultant services agreement with Points West Surveying Company regarding the provision of on-call professional land surveying services.

FINANCIAL IMPACT:

As noted above, the attached second amendment to the consultant services agreement with Points West Surveying Company will increase the maximum amount payable thereunder by Six Hundred Twenty Thousand Dollars (\$620,000) to One Million Five Hundred Thousand Dollars (\$1,500,000) for the period of January 9, 2018 to January 9, 2023.

Funding for the on-call professional land surveying services provided pursuant to the terms and conditions of the consultant services agreement with Points West Surveying Company is dependent on the type of project for which the services are provided. FHWA funded storm damage and earthquake damage projects are 88.53 percent funded by FHWA and the remaining 11.47 percent is funded by the Humboldt County Roads Fund. FEMA funded storm damage projects are 75.00 percent funded by FEMA, 18.75 percent is funded by Cal OES and the remaining 6.25 percent is funded by the Humboldt County Roads Fund. There is no financial commitment until a task order has been issued for a specific roadway design and construction project.

Expenditure appropriations related to the attached second amendment to the consultant services agreement with Points West Surveying Company have been included in the approved fiscal year 2019-2020 budget for Road Fund budget unit 1200321-2118. As a result, approval of the attached second amendment to the consultant services agreement with Points West Surveying Company will not impact the Humboldt County General Fund.

STRATEGIC FRAMEWORK:

This action supports your Board's Strategic Framework by providing for and maintaining

infrastructure .

OTHER AGENCY INVOLVEMENT:

California Department of Transportation, Federal Highway Administration, Federal Emergency Management Agency, California Office of Emergency Services

ALTERNATIVES TO STAFF RECOMMENDATIONS:

The Board may choose not to approve the attached second amendment to the consultant services agreement with Points West Surveying Company regarding the provision of on-call professional land surveying services. However, this alternative is not recommended since the county has limited staff to perform land surveying services for the large backlog of storm damage roadway projects.

ATTACHMENTS:

1. Agreement for Consultant Services with Points West Surveying Company Regarding the Provision of On-Call Professional Land Surveying Services dated January 9, 2018
2. First Amendment to the Agreement for Consultant Services with Points West Surveying Company Regarding the Provision of On-Call Professional Land Surveying Services dated January 9, 2018
3. Second Amendment to the Agreement for Consultant Services with Points West Surveying Company Regarding the Provision of On-Call Professional Land Surveying Services dated January 9, 2018
4. Certificates of Liability Insurance for Points West Surveying Company

PREVIOUS ACTION/REFERRAL:

Board Order No.: C13, C23, C10

Meeting of: May 9, 2017; January 9, 2018; December 11, 2018

File No.: 18-1520