



COUNTY OF HUMBOLDT

For the meeting of: 6/4/2024

File #: 24-751

To: Board of Supervisors

From: Public Works

Agenda Section: Consent

Vote Requirement: Majority

SUBJECT:

Consultant Services Agreement with Consor North America, Inc., Regarding the Provision of On-Call Bridge Program Management, Structural Analysis, Design Engineering, and Other Related Services

RECOMMENDATION(S):

That the Board of Supervisors:

1. Approve the selection of Consor North America, Inc. as the consulting firm to provide on-call bridge program services;
2. Approve and authorize the Chair of the Board to execute, the attached consultant services agreement with Consor North America, Inc. regarding the provision of on-call bridge program services;
3. Authorize the Public Works Director, or a designee thereof, to execute any and all future task orders issued pursuant to the terms and conditions of the attached consultant services agreement with Consor North America, Inc., after review and approval by County Counsel, County Administrative Office and Risk management; and
4. Direct the Clerk of the Board to return one (1) fully executed original copy of the attached consultant services agreement with Consor North America, Inc. to the Department of Public Works for further processing.

STRATEGIC PLAN:

This action supports the following areas of your Board's Strategic Plan.

Core Roles: Provide for and maintain infrastructure

Area of Focus: Safe & Healthy Communities

Strategic Plan Category: 1007 - Improve the transportation network to be multi-modal, safe, sustainable and equitable

DISCUSSION:

The Department of Public Works maintains 157 bridges and with assistance from Caltrans Structures and Maintenance Investigations determines which bridges will be replaced, need rehabilitated, require scour protection and preventative maintenance. For the next five years, professional services such as bridge design, structural analysis, and other related services are required to comply with applicable state and federal regulations.

On Oct. 17, 2023, the Humboldt County Department of Public works issued a Request for Qualifications ("RFQ") for the purpose of selecting a qualified consultant to provide bridge program, structural analysis, design engineering and other services on an on-call

basis. 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 ("SOQ") submitted in response to the RFQ for on-call bridge program services were evaluated and ranked by a selection committee comprised of Humboldt County staff. The final ranking of the SOQ's was issued on Dec. 12, 2023. (Attachment 1)

The Department of Public Works is now returning to the Board of Supervisors in order to award the attached consultant services agreement to the highest-ranking consultant, Consor North America, Inc. (Attachment 2) The attached consultant services agreement with Consor North America, Inc. has a term of five (5) years. The maximum total amount payable by the County of Humboldt for the services rendered, and costs and expenses incurred, pursuant to the terms and conditions of the attached consultant services agreement with Consor North America, Inc. shall not exceed Five Million Dollars (\$5,000,000) for the period of Jun. 4, 2024, through Jun. 3, 2029.

Consor North America, Inc. will be asked to provide bridge program management, structural analysis, design engineering and other related services for specific bridge projects pursuant to task orders issued under the final consultant service agreement. Prior to issuing task orders, the county will discuss the scope of services required for the specific bridge project and the consultant will be responsible for preparing a detailed scope of services, project schedule and project budget for each task order that will be issued thereto. Once a task order has been issued by the Director of Public Works, the consultant will be required to perform the agreed upon services within the parameters set forth therein. The estimated maximum amount payable by the county pursuant to the terms and conditions of each individual task order shall not exceed Two Hundred Fifty Thousand Dollars (\$250,000).

Accordingly, the Department of Public Works recommends that the Board of Supervisors approve, and authorize the Chair of the Board to execute, the attached consultant services agreement with Consor North America, Inc. regarding the provision of on-call bridge program management, structural analysis, design engineering and other related services. It is also recommended that the Board authorize the Public Works Director to execute any and all task orders issued pursuant to the attached consultant services agreement with Consor North America, Inc. in order to ensure the efficient delivery of required services.

SOURCE OF FUNDING:

Road Fund (1200321-2118), Federal Highway Administration's Highway (FHWA) Bridge Program, Highway Safety Program and Emergency Relief Program

FINANCIAL IMPACT:

<i>Expenditures (Fund, Budget Unit)</i>	<i>FY24-25*</i>	<i>FY25-26*</i>	<i>FY26-27*</i>
<i>Budgeted Expenses</i>	<u>\$100,000</u>	<u>\$2,900,000</u>	<u>\$2,000,000</u>
<i>Total Expenditures</i>	<u>\$100,000</u>	<u>\$2,900,000</u>	<u>\$2,000,000</u>

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

<i>Funding Sources (Fund, Budget Unit)</i>	<i>FY24-25*</i>	<i>FY25-26*</i>	<i>FY26-27*</i>
<i>State/Federal Funds</i>	<u>\$ 80,000</u>	<u>\$2,320,000</u>	<u>\$1,600,000</u>
<i>County Road Funds(321-2118)</i>	<u>\$ 20,000</u>	<u>\$ 580,000</u>	<u>\$ 400,000</u>
<i>Total Funding Sources</i>	<u>\$100,000</u>	<u>\$2,900,000</u>	<u>\$2,000,000</u>

**Amounts are estimates and are subject to change.*

Narrative Explanation of Financial Impact:

As noted above, the maximum amount payable for on-call bridge program management, structural analysis, design engineering and other related services rendered, and costs and expenses incurred, pursuant to the terms and conditions of the consultant services agreement awarded as a result of this RFQ process is \$5,000,000. The on-system bridge projects are 80% funded by FHWA and the remaining 20% funded by the County Roads Division. The off-system bridge projects are 88.53% funded by FHWA and the remaining 11.47% by the County Roads Division. Funds for projects are included in the proposed budget for fiscal year (FY) 2024-25 and will be included in future proposed budgets for 2025-26 & 2027-28 in Roads budget, 1200321. There is no financial obligation until a task order has been issued for a specific bridge construction project.

STAFFING IMPACT:

Narrative Explanation of Staffing Impact:

There is no impact to current staffing levels related to the approval of the consultant services agreement with Consor North America, Inc. regarding the provisions of on-call bridge program management, structural analysis, design engineering and other related services.

OTHER AGENCY INVOLVEMENT:

Federal Highway Administration, California Department of Transportation

ALTERNATIVES TO STAFF RECOMMENDATIONS:

The Board of Supervisors may choose not to approve the attached consultant services agreement with Consor North America, Inc. regarding the provision of on-call bridge program management, structural analysis, design engineering and other related services. However, this option is not recommended as Public Works does not have the technical expertise to provide the bridge design and structural analysis services necessary for the county bridge system.

ATTACHMENTS:

1. Final Ranking of SOQ's for RFQ No. DPW2023-005 dated Dec. 12, 2023
2. Consultant Services Agreement with Consor North America, Inc.
3. Certificate of Insurance for Consor

PREVIOUS ACTION/REFERRAL:

Meeting of: Oct. 17, 2023

File No.: 23-1340