



COUNTY OF HUMBOLDT

For the meeting of: 12/11/2018

File #: 18-1520

To: Board of Supervisors

From: Public Works

Agenda Section: Consent

SUBJECT:

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

SOURCE OF FUNDING:

Humboldt County Road Fund (1200), Federal Highway Administration (“FHWA”) Highway Bridge Program, the Toll Credit Bridge Replacement Fund and FHWA Storm Damage Funds, Federal Emergency Management Agency and California Office of Emergency Services

DISCUSSION:

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

On January 9, 2018, the 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 is currently \$430,000 for the period of January 9, 2018 through January 9, 2020.

The attached amendment (Attachment 2) will increase the maximum amount payable thereunder by \$450,000. Such an increase will allow for the provision of additional surveying services required to complete storm damage repairs and other necessary tasks, including, without limitation, construction staking and other services that are required to bring the county into compliance with the Americans with Disabilities Act.

Accordingly, staff recommends that the Board of Supervisors approve, and authorize the Chair of the Board to execute, the attached first 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 first amendment to the consultant services agreement with Points West Surveying Company will increase the maximum amount payable thereunder by \$450,000 to \$880,000 for the period of January 9, 2018 to January 9, 2020.

Funding for the 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. Bridge projects are funded by the FHWA Highway Bridge Program and the Toll Credit Fund. 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 Division. 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 first amendment to the consultant services agreement with Points West Surveying Company have been included in the approved Fiscal Year 2018 -2019 budget for Road Fund budget unit 1200321-2118. As a result, approval of the attached first amendment to the consultant services agreement with Points West Surveying Company will not impact the Humboldt County General Fund.

The recommended actions conform to the Board of Supervisors' Strategic Framework - Core Role of 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 first 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 surveying services for upcoming bridge and roadway repair projects

ATTACHMENTS:

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

PREVIOUS ACTION/REFERRAL:

Board Order No.: C-23

File #: 18-1520

Meeting of: Jan. 9, 2018