



COUNTY OF HUMBOLDT

For the meeting of: 9/1/2020

File #: 20-1040

To: Board of Supervisors

From: Public Works

Agenda Section: Consent

SUBJECT:

First Amendment to the Consultant Services Agreement with Quincy Engineering, Inc. Regarding the Provision of On-Call Program Management, Structural Analysis, Design Engineering and Other Related 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 consultant services agreement with Quincy Engineering, Inc. regarding the provision of on-call program management, structural analysis, design engineering and other related services;
2. Authorize the Humboldt County Public Works Director, or a designee thereof, to execute any and all subsequent amendments to the consultant services agreement with Quincy Engineering, Inc. dated Jun. 25, 2019, after review and approval by County Counsel, Risk Management and the County Administrative Office; and
3. Direct the Clerk of the Board to return two (2) fully executed original copies of the attached first amendment to the agreement for consultant services with Quincy Engineering, Inc. to the Department of Public Works for further processing.

SOURCE OF FUNDING:

Road Fund (1200); Federal Highway Administration Highway Bridge Program

DISCUSSION:

On Oct. 23, 2018, the Humboldt County Department of Public Works issued a Request for Qualifications ("RFQ") for the purpose of selecting a qualified consultant to provide program management, structural analysis, design engineering and other related 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 submitted in response to the RFQ were evaluated and ranked by a selection committee comprised of County of Humboldt staff members. The highest-ranking consultant was Quincy Engineering, Inc. and the final ranking of the statements of qualifications was issued on Dec. 14, 2018.

On Jun. 25, 2019 (Item C-47), the Board of Supervisors approved, and authorized the Chair of the

Board to execute, a consultant services agreement with Quincy Engineering, Inc. regarding the provision of program management, structural analysis, design engineering and other related services on an on-call basis for the period of Jul. 9, 2019, through Jul 8, 2021. The attached first amendment to the consultant services agreement with Quincy Engineering, Inc. will extend the term thereof to Jul. 8, 2024.

Accordingly, the Department of Public Works 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 Quincy Engineering, Inc. regarding the provision of on-call program management, structural analysis, design engineering and other related services. 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 the consultant services agreement with Quincy Engineering, Inc. dated Jun. 25, 2019, after review and approval by County Counsel and Risk Management, in order to avoid any unnecessary delays in the provision of needed program management, structural analysis, design engineering and other related services.

FINANCIAL IMPACT:

The consultant services agreement with Quincy Engineering, Inc. has a maximum amount payable of Two Million Three Hundred Thousand Dollars (\$2,300,000). The attached first amendment to the consultant services agreement with Quincy Engineering, Inc. will not increase the maximum amount payable thereunder. As a result, approval of the attached first amendment to the consultant services with Quincy Engineering, Inc. will not impact the Humboldt County General Fund.

STRATEGIC FRAMEWORK:

The recommended actions support the Board of Supervisors' Strategic Framework by providing for and maintaining infrastructure.

OTHER AGENCY INVOLVEMENT:

Federal Highway Administration and California Department of Transportation

ALTERNATIVES TO STAFF RECOMMENDATIONS:

The Board may choose not to approve the attached first amendment to the consultant services agreement with Quincy Engineering, Inc. regarding the provision of on-call program management, structural analysis, design engineering and other related services. However, this alternative is not recommended since the county has limited staff to perform such services for the high volume of bridge projects and the additional time required for completing tasks.

ATTACHMENTS:

1. First Amendment to the Consultant Services Agreement with Quincy Engineering, Inc. Regarding the Provision of On-Call Program Management, Structural Analysis, Design Engineering and Other Related Services dated Jun. 25, 2019
2. Consultant Services Agreement with Quincy Engineering, Inc. Regarding the Provision of On-Call Program Management, Structural Analysis, Design Engineering and Other Related Services dated Jun. 25, 2019

File #: 20-1040

3. Certificate of Insurance - Professional Liability
4. Certificate of Insurance - Workers' Compensation

PREVIOUS ACTION/REFERRAL:

Board Order No.: C-14, C-47

Meeting of: Oct. 23, 2018, Jun. 25, 2019

File No.: 18-1303, 19-726