




AGENDA ITEM NO.  
**C13**

# COUNTY OF HUMBOLDT

For the meeting of: April 10, 2018

Date: March 20, 2018

To: Board of Supervisors

From:  Thomas K. Matson, Public Works Director

Subject: First Amendment to the Agreement for Consultant Services with Mark Thomas & Company, Inc. Regarding the Provision of On-Call Professional Design Engineering and/or Environmental Services

### RECOMMENDATIONS:

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 Mark Thomas & Company, Inc. regarding the provision of on-call professional design engineering and/or environmental services; and
2. Direct the Clerk of the Board to return two (2) 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, Federal Highway Administration ("FHWA") Highway Bridge Program, the Toll Credit Bridge Replacement Fund, Federal Emergency Management Agency ("FEMA") and FHWA Storm Damage Funds

### DISCUSSION:

On June 27, 2017, the Humboldt County Department of Public Works issued a Request for Qualifications ("RFQ") for the purpose of selecting a qualified consultant to provide professional design engineering services on an on-call basis. The RFQ followed the selection process set forth in Chapter 10 of the

Prepared by Jeffrey A. Ball

CAO Approval 

REVIEW:

Auditor MSM County Counsel Sm Human Resources KAO Other \_\_\_\_\_

TYPE OF ITEM:

Consent  
 Departmental  
 Public Hearing  
 Other \_\_\_\_\_

**BOARD OF SUPERVISORS, COUNTY OF HUMBOLDT**

Upon motion of Supervisor Wilson Seconded by Supervisor Bass

Ayes Bass, Fennell, Sundberg, Bohn, Wilson

Nays  
Abstain  
Absent

PREVIOUS ACTION/REFERRAL:

Board Order No. C-21

Meeting of: January 9, 2018

and carried by those members present, the Board hereby approves the recommended action contained in this Board report.

Dated: 4/10/18

By: 

1 Kathy Hayes, Clerk of the Board

California Department of Transportation's Local Assistance Procedures Manual. The statements of qualifications submitted in response to the RFQ for on-call professional design engineering services were evaluated and ranked by the selection committee. The final ranking of the statement of qualifications was issued on August 18, 2017.

On January 9, 2018, the Board of Supervisors approved the consultant services agreement with Mark Thomas & Company, the highest ranking consultant (Attachment 1). The consultant services agreement has a term of two (2) years with optional extensions that will not exceed five (5) years. The maximum amount payable by the county for the services rendered, and costs and expenses incurred, pursuant to the terms and conditions of the consultant services agreement is \$1,500,000.00.

On January 24, 2018, the Department of Public Works issued Task Order Number DPW2017-007-T01 to Mark Thomas & Company for amount of \$1,051,653.00 to provide Americans with Disabilities Act curb ramp design engineering services (Attachment 2). The remaining funding has been designated to Task Order Number DPW2017-T02 regarding the preparation of a Systemic Safety Analysis Report (Attachment 3); and Task Order Number DPW2017-T03 regarding the provision of structural engineering, roadway design, right-of-way engineering, environmental approval and geotechnical engineering services for the Shelter Cove Road Storm Damage Repairs Project (Attachment 4).

The attached first amendment (Attachment 5) will increase the maximum amount payable under the consultant services agreement with Mark Thomas & Company by \$1,000,000.00. Such an increase will allow for the provision of additional design engineering services required to complete storm damage repairs and other necessary tasks, including, without limitation, bridge preventative maintenance programs, Redwood Drive Complete Streets, Highway Safety Improvement Program (HSIP) grant application and funding and on-call construction management.

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 Mark Thomas & Company regarding the provision of on-call professional design engineering services.

#### FINANCIAL IMPACT:

The attached first amendment will increase 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 Mark Thomas & Company to \$2,500,000.00. Funding 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. The storm damage and earthquake damage projects are typically funded by FHWA or FEMA and require match funding 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. As a result, approval of the attached first amendment will not impact the Humboldt County General Fund.

The recommended action conforms to the Board of Supervisors' Core Role of providing for and maintaining infrastructure as identified in the Board's Strategic Framework.

#### OTHER AGENCY INVOLVEMENT:

California Department of Transportation and the Federal Highways Administration

#### ALTERNATIVES TO STAFF RECOMMENDATIONS:

The Board could choose to not authorize the attached first amendment to the consultant services agreement with Mark Thomas and Company, regarding the provision of on-call professional design engineering

services. However, this alternative is not recommended since the county has limited staff to perform design engineering services for storm damage repair projects and other projects that benefit the county's road infrastructure.

ATTACHMENTS:

1. Consultant Services Agreement with Mark Thomas & Company, Inc., dated January 9, 2018, regarding professional design engineering and/or environmental services
2. Task Order Number DPW2017-007-T01 regarding the provision of Americans with Disabilities Act curb ramp design engineering services
3. Task Order Number DPW2017-T02 regarding the preparation of a Systemic Safety Analysis Report
4. Task Order Number DPW2017-T03 regarding the provision of structural engineering, roadway design, right-of-way engineering, environmental approval and geotechnical engineering services for the Shelter Cove Road Storm Damage Repairs Project
5. First Amendment to the Consultant Services Agreement with Mark Thomas & Company, Inc. dated January 9, 2018
6. Certificate of Liability Insurance for Mark Thomas & Company, Inc.