




COUNTY OF HUMBOLDT

AGENDA ITEM NO.  
**D-27**

For the meeting of: September 20, 2016

Date: September 13, 2016

To: Board of Supervisors

From:  Thomas K. Mattson, Director of Public Works

Subject: Humboldt Community Corrections Re-entry Resource Center Construction Project, Professional Services Negotiations, Project Number 170223



RECOMMENDATION(S):

That the Board of Supervisors:

1. Authorize the Director of Public Works, or a designee thereof, to enter into negotiations with Nichols, Melburg & Rossetto Architects regarding the provision professional design services relating to the Humboldt Community Corrections Re-entry Resource Center construction project.
2. Authorize the Director of Public Works, or a designee thereof, to enter into negotiations with one of the two remaining alternate firms if negotiations with Nichols, Melburg & Rossetto Architects are unsuccessful.
3. Direct Public Works staff to return to the Board once negotiations are completed requesting authorization to enter into the negotiated contract for professional design services relating to the Humboldt Community Corrections Re-entry Resource Center.

SOURCE OF FUNDING:

State appropriated funds under Senate Bill 863, administered by the Board of State and Community Corrections ("BSCC"), County Trust Fund Criminal Justice Construction, Assembly Bill 109 funding administered by the Humboldt County Community Corrections Partnership Executive Committee.

Prepared by Tyler Holmes  CAO Approval Karen Clowen 

REVIEW: Auditor \_\_\_\_\_ DHHS \_\_\_\_\_ Human Resources \_\_\_\_\_ County Counsel Sm 

TYPE OF ITEM:  
 Consent  
 Departmental  
 Public Hearing  
 Other \_\_\_\_\_

**BOARD OF SUPERVISORS, COUNTY OF HUMBOLDT**  
Upon motion of Supervisor Fennell Seconded by Supervisor Bass  
Ayes Sundberg, Fennell, Lovelace, Bohn, Bass  
Nays \_\_\_\_\_  
Abstain \_\_\_\_\_  
Absent \_\_\_\_\_

PREVIOUS ACTION/REFERRAL:

Board Order No. C-21  
Meeting of: 5/24/2016

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

Dated: Sept. 20, 2016  
By:   
Kathy Hayes, Clerk of the Board

DISCUSSION:

On August 25, 2015, your Board adopted Resolution No. 15-89 authorizing the Humboldt County Sheriff to execute documents necessary to submit, on behalf of the County, a grant application and proposal to BSCC for the purpose of building and operating an adult criminal justice facility as allowed in Senate Bill 863. A Notice of Award was received from BSCC on December 17, 2015.

On May 24, 2016, your Board authorized the Director of Public Works to advertise and distribute a Request for Qualifications (“RFQ”) for Professional Services pertaining to the design of the new Humboldt Community Corrections Re-entry Resource Center.

The RFQ was advertised and three (3) proposals were received. All three proposals were reviewed and then reduced to a shortlist of two (2) architectural firms. Each of these firms were interviewed by a selection committee, which included staff from the Sheriff’s Office, Probation Department, County Administrative Office as well as one non-county representative from the community. The selection committee agrees that the most suitable architectural firm for the required professional services is Nichols, Melburg & Rossetto Architects.

Accordingly, County staff requests that your Board authorize the Director of Public Works, or a designee thereof, to enter into negotiations with Nichols, Melburg & Rossetto Architects regarding the provision of professional design services relating to the Humboldt Community Corrections Re-entry Resource Center. Should staff and Nichols, Melburg & Rossetto Architects be unable to negotiate a mutually satisfactory contract, staff requests that your Board authorize the Director of Public Works, or a designee thereof, to enter into negotiations with one of the remaining alternate architectural firms.

Upon completion of negotiations with the selected design firm, staff will return to the Board requesting approval to enter into the contract with the chosen firm for these services.

FINANCIAL IMPACT:

The recommended action will not result in major financial impact at this time. Staff will track eligible in-kind and cash matches, including, without limitation, staff labor and payment of project related fees, as they occur.

The recommended actions fit into the Board’s Strategic Framework by addressing the primary core roles of enforcing laws and regulations to protect County residents and providing for and maintaining County infrastructure.

OTHER AGENCY INVOLVEMENT:

Board of State and Community Corrections

ALTERNATIVES TO STAFF RECOMMENDATIONS:

The Board could choose not to authorize the Director of Public Works to enter into negotiations regarding the provision of professional design services relating to the Humboldt Community Corrections Re-entry Resource Center. This alternative is not recommended because the County should maintain the current proposed project timetable.

ATTACHMENTS:

None