



# COUNTY OF HUMBOLDT

For the meeting of: 9/1/2020

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File #: 20-1041

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**To:** Board of Supervisors

**From:** Public Works

**Agenda Section:** Consent

**SUBJECT:**

Second Amendment to the Consultant Services Agreement with GHD Inc. Regarding the Provision of On-Call Professional Design Engineering and/or Environmental Services

**RECOMMENDATION(S):**

That the Board of Supervisors:

1. Approve, and authorize the Chair of the Board to execute, the attached second amendment to the consultant services agreement with GHD Inc. regarding the provision of on-call professional design engineering and/or environmental 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 GHD Inc. dated Dec. 4, 2018, after review and approval by County Counsel and Risk Management; and
3. Direct the Clerk of the Board to return two (2) fully executed original copies of the attached second amendment to the consultant services agreement with GHD Inc. to the Department of Public Works for further processing.

**SOURCE OF FUNDING:**

Road Fund (1200), Federal Highway Administration Emergency Relief Storm Damage Funds, Federal Emergency Management Agency Public Assistance Grants, California Office of Emergency Services

**DISCUSSION:**

On Jun. 12, 2018, the Humboldt County Department of Public Works (“Public Works”) issued a Request for Qualification (“RFQ”) for the purpose of selecting a qualified consultant to provide professional engineering and/or environmental 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 for on-call professional engineering and/or environmental services were evaluated and ranked by a selection committee comprised of County of Humboldt staff members. The highest-ranking consultant was GHD Inc. and the final ranking of the statements of qualifications was issued on Aug. 13, 2018.

On Dec. 4, 2018, the Board of Supervisors approved, and authorized the Chair of the Board to execute, the current consultant services agreement with GHD Inc. regarding the provision of on-call

professional engineering and/or environmental services (Attachment 1). The Board subsequently approved, and authorized the Chair of the Board to execute, the first amendment to the current consultant services agreement with GHD Inc., which adjusted the indirect cost rate in accordance with the Department of Transportation's financial requirements and standards, on May 14, 2019. The attached second amendment to the consultant services agreement with GHD Inc. will extend the term thereof to Dec. 3, 2023 in order to allow for the completion of on-going design engineering tasks on storm damage projects.

Accordingly, Public Works recommends that the Board of Supervisors approve, and authorize the Chair of the Board to execute, the attached second amendment to the consultant services agreement with GHD Inc. regarding the provision of on-call professional design engineering and/or environmental services. It is also recommended that the Board authorize the Public Works Director, or a designee thereof, to execute any and all subsequent amendments to the consultant services agreement with GHD Inc. dated Dec. 4, 2018, after review and approval by County Counsel and Risk Management, in order to avoid any unnecessary delays in the provision of needed professional design engineering and/or environmental services.

FINANCIAL IMPACT:

The consultant services agreement with GHD Inc. has a maximum amount payable of Three Million Five Hundred Thousand Dollars (\$3,500,000). The attached second amendment to the consultant services agreement with GHD Inc. will not increase the maximum amount payable for the professional design engineering and/or environmental services provided thereunder. As a result, approval of the attached second amendment to the consultant services agreement with GHD 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:

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 second amendment to the consultant services agreement with GHD Inc. regarding the provision of on-call professional design engineering and/or environmental services. However, this alternative is not recommended since the County of Humboldt has limited staff to perform professional design engineering and/or environmental services needed to complete the large backlog of storm damage roadway projects.

ATTACHMENTS:

1. Second Amendment to the Agreement for Consultant Services with GHD Inc. Regarding the Provision of On-Call Professional Design Engineering and/or Environmental Services dated Dec. 4, 2018

2. First Amendment to the Agreement for Consultant Services with GHD Inc. Regarding the Provision of On-Call Professional Design Engineering and/or Environmental Services dated Dec. 4, 2018
3. Agreement for Consultant Services with GHD Inc. Regarding the Provision of On-Call Professional Design Engineering and/or Environmental Services dated Dec. 4, 2018
4. Certificate of Insurance GHD 2020

**PREVIOUS ACTION/REFERRAL:**

Board Order No.: C-19; C-32; C-21

Meeting of: June 12, 2018; Dec. 4, 2018; May 14, 2019

File No.: 18-568; 18-1463; 19-638