



## COUNTY OF HUMBOLDT

AGENDA ITEM NO.

**C23**

For the meeting of: May 8, 2018

Date: May 3, 2018  
To: Board of Supervisors  
From: Thomas K. Mattson, Public Works Director *CM*  
Subject: Consultant Services Agreement with Environmental Science Associates to Update the Humboldt County Airports Land Use Compatibility Plan

**RECOMMENDATION(S):** That the Board of Supervisors:

1. Approve the selection of Environmental Science Associates as the consulting firm to update the Humboldt County Airports Land Use Compatibility Plan (ALUCP);
2. Approve and authorize the Chair of the Board to execute three (3) original copies of the attached consultant services agreement with Environmental Science Associates to update the ALUCP (Attachment 1);
3. Authorize the Public Works Director to execute any and all future task orders issued pursuant to the terms and conditions of the attached consultant services agreement;
4. Authorize the Public Works Director to enter into agreements with the City of Eureka, Hoopa Tribe, and Resort Improvement District to include Samoa Field, Hoopa Airport, and Shelter Cove Airport, respectively, in the ALUCP update; and
5. Direct the Clerk of the Board to return two (2) executed original copies of the attached consultant services agreement to the Department of Public Works for further processing.

Prepared by Robert W. Bronkall, Deputy Director – Land Use Division *RB* CAO Approval *149*

**REVIEW:**

Auditor \_\_\_\_\_ County Counsel *gs* Human Resources *KB* Other *28*

**TYPE OF ITEM:**

☒ Consent  
☐ Departmental  
☐ Public Hearing  
☐ Other \_\_\_\_\_

**PREVIOUS ACTION/REFERRAL:**

Board Order No. I-3

Meeting of: 03/28/2017

**BOARD OF SUPERVISORS, COUNTY OF HUMBOLDT**

Upon motion of Supervisor *Wilson* Seconded by Supervisor *Bass*

Ayes *Bass, Fennell, Sundberg, Bohn, Wilson*  
Nays \_\_\_\_\_  
Abstain \_\_\_\_\_  
Absent \_\_\_\_\_

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

Dated: 5/8/18  
By: \_\_\_\_\_

*Kathy Hayes*  
Kathy Hayes, Clerk of the Board

SOURCE OF FUNDING: General Fund and California Department of Transportation (Caltrans) Grant

DISCUSSION: In 2017, Public Works was notified by Caltrans that it was selected for an Acquisition and Development grant for updating the 1993 Humboldt County Airports Land Use Compatibility Plan (ALUCP). The grant will provide \$250,000 in funding together with a local match of \$27,778 for a total budget of \$277,778. In order to be eligible for the grant, on March 28, 2017, the Airport Land Use Commission adopted Resolution No. 17-30, recommending the commencement of a work plan and an application for grant funding for the preparation of an update to the ALUCP. On the same date, the Board of Supervisors adopted Resolution No. 17-31, authorizing filing the grant application to update the ALUCP.

The existing 1993 plan included the following airports:

- Arcata/Eureka (now known as the California Redwood Coast - Humboldt County Airport)
- Dinsmore Airport
- Hoopa Airport (now maintained by the Hoopa Tribe)
- Murray Field
- Garberville Airport
- Kneeland Airport
- Rohnerville Airport
- Shelter Cove Airport (now maintained by the Resort Improvement District)

The existing plan did not include Samoa Field (maintained by the City of Eureka).

The update will include the six airports maintained by the county (California Redwood Coast - Humboldt County Airport, Dinsmore Airport, Murray Field, Garberville Airport, Kneeland Airport, and Rohnerville Airport). Public Works has reached out to the City of Eureka (Samoa Field), Hoopa Tribe (Hoopa Airport), and Resort Improvement District (Shelter Cove Airport) to see if there is interest in participating in the update of the ALUCP. Based upon preliminary interest from these entities, Public Works has included them as additive options to the ALUCP update. This will allow the county to enter into agreements with these entities to participate in the ALUCP update.

On December 13, 2017, Public Works issued RFP DPW2017-010 for the ALUCP update with proposals due on January 19, 2018. (Attachment 2) Public Works received four proposals. (Attachment 3) The selection committee met on February 13, 2018, to review and rank the proposals and the committee recommended the top ranked firm for agreement negotiations. The following table summarizes the selection committee's ranking of the proposals:

| Consultant Firm Name             | Rankings                      |   |  |                            |  |                 | Ranking Order |   |
|----------------------------------|-------------------------------|---|--|----------------------------|--|-----------------|---------------|---|
|                                  | Selection Committee Member ID | Technical Approach/Understanding of project | Experience of the consultant, the consultant's staff and sub-consultants | Past record of performance | Familiarity with local government administrative procedures and organization | Overall Ranking |               |   |
|                                  |                               | (30 points)                                 | (25 points)  | (25 points)                | (20 points)  | (100 points)    |               |   |
| Environmental Science Associates | 1                             | 30  | 25   | 24                         | 19   | 98              | 93            | 1 |
|                                  | 2                             | 30  | 25   | 25                         | 20   | 100             |               |   |
|                                  | 3                             | 25  | 20   | 20                         | 15   | 80              |               |   |
| Mead & Hunt                      | 1                             | 30  | 25   | 22                         | 20   | 97              | 92            | 2 |
|                                  | 2                             | 30  | 24   | 25                         | 20   | 99              |               |   |
|                                  | 3                             | 25  | 19   | 20                         | 15   | 79              |               |   |
| Coffman Associates               | 1                             | 25  | 22   | 22                         | 15   | 84              | 86            | 3 |
|                                  | 2                             | 30  | 23   | 25                         | 19   | 97              |               |   |
|                                  | 3                             | 25  | 19   | 20                         | 14   | 78              |               |   |
| Infra Associates                 | 1                             | 5   | 10   | 0                          | 0  | 15              | 15            | 4 |
|                                  | 2                             | 10  | 0  | 0                          | 0  | 10              |               |   |
|                                  | 3                             | 10  | 0  | 0                          | 10   | 20              |               |   |

Public Works negotiated with Environmental Science Associates (ESA) and is recommending that the Board of Supervisors approve the Agreement for Consultant Services to update the ALUCP (Attachment 1).

Upon execution of the Agreement with ESA, the unopened fee envelopes from Coffman Associates, Infra Associates, and Mead & Hunt will be returned to the proposers.

#### FINANCIAL IMPACT:

The grant covers ninety (90) percent of the costs of the ALUCP update, leaving a ten (10) percent match for the Aviation Division to cover. This item will not impact the General Fund.

The Consultant Services Agreement has a base value of \$187,520 to update the ALUCP for the six county maintained airports (California Redwood Coast - Humboldt County Airport, Dinsmore Airport, Murray Field, Garberville Airport, Kneeland Airport, and Rohnerville Airport) and includes additive options for Hoopa Airport, Samoa Field, and Shelter Cove Airport that can be administratively approved at a later date by the Director Public Works. These additive options include:

1. \$20,836 for the Hoopa Airport (Hoopa Tribe)
2. \$20,836 for Samoa Field (City of Eureka)
3. \$20,836 for Shelter Cove Airport (Resort Improvement District)

The county's ten (10) percent match for the six county maintained airports is \$18,752. If the City of Eureka, Hoopa Tribe or Resort Improvement District wish to have their airports included in the ALUCP update, their respective match amount is approximately \$2,084 each. If all three additive options are included, the total value of the Agreement will be \$250,028.

This item conforms with the Board of Supervisors' Core Role of enforcing laws and regulations to protect residents.

OTHER AGENCY INVOLVEMENT:

- Caltrans
- City of Eureka (Samoa Field)
- Hoopa Tribe (Hoopa Airport)
- Resort Improvement District (Shelter Cove Airport)
- Planning & Building Department

ALTERNATIVES TO STAFF RECOMMENDATION: The Board may elect to not update the existing ALUCP. The current plan was drafted in 1993 and is out of date. Not having a current plan may jeopardize funding for airport projects. Public Works does not support this alternative.

ATTACHMENTS:

- Attachment 1 - Consultant Services Agreement with Environmental Science Associates regarding the update of the Humboldt County Airports Land Use Compatibility Plan
- Attachment 2 - RFP
- Attachment 3 - RFP Responses