



# COUNTY OF HUMBOLDT

## Legislation Details (With Text)

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**File created:** 11/2/2018      **In control:** DHHS: Public Health  
**On agenda:** 11/13/2018      **Final action:** 11/13/2018  
**Title:** Professional Services Agreement with Redwood Community Action Agency to Provide Assistance with the CalTrans Active Transportation Program (ATP) "Fortuna and McKinleyville Active Transportation Education Program"

**Sponsors:**

**Indexes:**

**Code sections:**

**Attachments:** 1. Staff Report, 2. RCAA PSA Final\_w RCAA signatures.pdf, 3. Sole Source Supplier Justification for DHHS Contract or Purchase Order, 4. PW-fully executed copy of DOT Award

Date	Ver.	Action By	Action	Result
11/13/2018	2	Board of Supervisors	approved	Pass

**To:** Board of Supervisors

**From:** DHHS: Public Health

**SUBJECT:**

Professional Services Agreement with Redwood Community Action Agency to Provide Assistance with the CalTrans Active Transportation Program (ATP) "Fortuna and McKinleyville Active Transportation Education Program"

**RECOMMENDATION(S):**

That the Board of Supervisors approve the professional services agreement with Redwood Community Action Agency (RCAA) in the amount of \$62,385.00 beginning upon execution of the agreement and ending on August 31, 2020; authorize the Chair of the Board to sign two (2) copies of the attached professional services agreement; authorize the Director of Public Health or designee to approve all future amendments to the grant agreement and documents directly related to those agreements that do not require matching funds from the county, with County Counsel and Risk Management review and approval; and direct the Clerk of the Board to return one (1) full executed original copy of the attached professional services agreement to the Department of Health and Human Services (DHHS) - Contracts Unit for further processing.

**SOURCE OF FUNDING:**

ATP Cycle 3 Grant

**DISCUSSION:**

On June 5, 2018, the County of Humboldt Public Works Department received funding from the State of California Department of Transportation in the amount of Five Hundred Ninety-Five Thousand Dollars (\$595,000.00) to fund the Fortuna and McKinleyville ATP. The Fortuna and McKinleyville ATP will be administered by DHHS- Public Health's Healthy Communities division.

Both McKinleyville and Fortuna Middle Schools have high numbers of students walking and biking to school. Both communities experience high numbers of pedestrian/bicycle involved collisions which cluster around the middle schools and correlate with school arrival and dismissal times. The purpose of the Department of Transportation funding is to increase the safety and mobility of non-motorized users by providing pedestrian/bicycling safety education during the school day and community programs and activities that allow the modeling of desired behaviors and practice.

In order to complete the Fortuna and McKinleyville ATP tasks, Healthy Communities requires the professional, expert and technical services of Redwood Community Action Agency. The main tasks to be completed during the 22-month duration of the attached professional services agreement with RCAA include: implementing a Walking and Rolling Education for Youth program in McKinleyville and Fortuna, providing community education and encouragement in McKinleyville and Fortuna, and providing active transportation education in McKinleyville and Fortuna middle schools. RCAA is very knowledgeable and experienced in the area of pedestrian/bicycle safety and the services they will provide will enhance safety in the Fortuna and McKinleyville areas and increase community engagement and involvement.

Therefore, staff recommends that the Board approve and authorize the Chair of the Board to execute the attached professional services agreement with RCAA regarding the provision of services for the Fortuna and McKinleyville ATP, as outlined in the contract's scope of work.

FINANCIAL IMPACT:

The professional services agreement between DHHS-Public Health and RCAA in the amount of Sixty-Two Thousand Three Hundred Twenty-Five dollars (\$62,325.00), beginning upon execution of the agreement and ending August 31, 2020, will be reimbursed through the Active Transportation Grant. Funding for the agreement was included in the approved fiscal year (FY) 2018-19 budget in Fund 1175, Budget Unit 414, Health Education, and will be included in the proposed budgets for FYs 2019-20 and 2020-21. There is no impact to the General Fund.

The recommended actions support the Board of Supervisors' Strategic framework by protecting vulnerable populations, creating opportunities for improved safety and health and facilitating public/private partnerships to solve problems.

OTHER AGENCY INVOLVEMENT:

RCAA

ALTERNATIVES TO STAFF RECOMMENDATIONS:

The Board may choose not to approve the attached professional services agreement with RCAA regarding providing services for the Fortuna and McKinleyville ATP. However, this alternative is not recommended since there is a need for pedestrian/bicycle safety services in the Fortuna and McKinleyville areas and if DHHS-Public Health does not contract with another agency to perform these services, grant funds will go unspent.

ATTACHMENTS:

1. Professional Services Agreement with RCAA
2. Sole Source Justification for DHHS Contract or Purchase Order
3. Department of Transportation State Master Agreement No. 00058S

PREVIOUS ACTION/REFERRAL:

Board Order No.: Not applicable

Meeting of: Not applicable