



# COUNTY OF HUMBOLDT

## Legislation Text

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**File #:** 23-308, **Version:** 1

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**To:** Board of Supervisors

**From:** Public Works

**Agenda Section:** Consent

**Vote Requirement:** Majority

**SUBJECT:**

Consultant Services Agreement with Redwood Community Action Agency and Request for Proposals Regarding Professional Planning and Technical Support Services for Humboldt Bay Trail Planning Study (Eureka to College of the Redwoods)

**RECOMMENDATION(S):**

That the Board of Supervisors:

1. Approve, and authorize the Director of Public Works to sign, the attached consultant services agreement with Redwood Community Action Agency for the Humboldt Bay Trail Planning Study (Eureka to College of the Redwoods);
2. Approve, and authorize the Department of Public Works - Environmental Services Division to issue, the attached request for proposals regarding professional planning and technical services to support the Humboldt Bay Trail Planning Study (Eureka to College of the Redwoods); and
3. Direct the Department of Public Works - Environmental Services Division to return to the Board with a professional services agreement regarding the provision of professional planning and technical support services for the Humboldt Bay Trail Planning Study (Eureka to College of the Redwoods) once the review, evaluation, selection, contract negotiation and approval processes set forth in the attached request for proposals have been completed.

**SOURCE OF FUNDING:**

Bicycles & Trailways Program (1710715)

**DISCUSSION:**

In February 2021, the Humboldt County Department of Public Works - Environmental Services Division ("Public Works") and Redwood Community Action Agency ("RCAA") were co-applicants for a grant through the Sustainable Communities Grants program administered by the California Department of Transportation ("Caltrans") to conduct a planning study for extending the Humboldt Bay Trail from Eureka to College of the Redwoods ("Project"). On Aug. 10, 2021, the Board of Supervisors adopted Resolution No. 21-82 which authorized Public Works to accept grant funding

from Caltrans for the Project. In December 2021, Public Works and Caltrans executed a Restricted Grant Agreement to implement the Project (Attachment 1). Thereafter, the Project was paused to allow the railbanking proceedings before the Surface Transportation Board (“STB”) to reach conclusion. The Great Redwood Trail Agency (“GRTA”) had proposed railbanking the railroad corridor from Willits north through Mendocino, Trinity, and Humboldt Counties to Samoa, including the study area for this grant. Railbanking preserves the right-of-way along the railroad corridor where that right-of-way is established through easements for railroad purposes and allows interim trail use. On Oct. 24, 2022, STB issued a decision to approve GRTA’s railbanking proposal. With railbanking having been approved, Public Works is ready to begin implementing the Project.

The Project will develop a plan for connecting the City of Eureka’s recent extension of the Hikshari’s Trail along the Elk River estuary with Tomkins Hill Road near College of the Redwoods, with a focus on utilizing approximately three (3) miles of the railroad corridor for a multi-use trail (also known as shared use path). The Project will be conducted concurrent with GRTA’s preparation of the Great Redwood Trail Master Plan. The detailed plan for the study area will complement the high-level Great Redwood Trail Master Plan that will cover GRTA’s entire jurisdiction. The detailed plan will provide the basis for subsequent phases of design, environmental review, and construction.

RCAA was a co-applicant for the grant and was identified within the grant application scope of work as the responsible party for leading the community outreach portion of the Project. A proposed consultant services agreement with RCAA is provided in Attachment 2. In addition, professional planning and technical support services are needed to assist with implementing the Project. Public Works has prepared the attached request for proposals (Attachment 3) in accordance with the Humboldt County Purchasing Policy. Public Works will bring a proposed professional services agreement with the selected firm to the Board for review and approval once the review, evaluation, selection, contract negotiation and approval processes set forth in the attached request for proposals have been completed.

Therefore, Public Works recommends that the Board approve the attached consultant services agreement with RCAA. In addition, Public Works recommends that the Board approve, and authorize issuance of, the attached request for proposals.

**FINANCIAL IMPACT:**

| <b>Expenditures (1710-715)</b>     | <b>FY22-23 Adopted</b> | <b>FY23-24 Projected</b>  | <b>FY24-25 Projected</b>  |
|------------------------------------|------------------------|---------------------------|---------------------------|
| Budgeted Expenses                  | \$65,000               | \$212,500                 | \$45,000                  |
| Additional Appropriation Requested | \$0                    | \$0                       | \$0                       |
| <b>Total Expenditures</b>          | <b>\$65,000</b>        | <b>212,500</b>            | <b>\$45,000</b>           |
| <b>Funding Sources (1710-715)</b>  | <b>FY22-23 Adopted</b> | <b>FY23-24 Projected*</b> | <b>FY24-25 Projected*</b> |
| General Fund                       | \$0                    | \$0                       | \$0                       |
| State/Federal Funds                | \$57,400               | \$187,800                 | \$39,800                  |
| Fees/Other                         | \$7,600                | \$24,700                  | \$5,200                   |

|                              |                 |                  |                 |
|------------------------------|-----------------|------------------|-----------------|
| Use of Fund Balance          | \$0             | \$0              | \$0             |
| Contingencies                | \$0             | \$0              | \$0             |
| <b>Total Funding Sources</b> | <b>\$65,000</b> | <b>\$212,500</b> | <b>\$45,000</b> |

*\*Projected amounts are estimates and are subject to change.*

**Narrative Explanation of Financial Impact:**

The estimated total project cost is \$322,500. The Caltrans grant will provide up to \$285,000 and the Humboldt County Association of Governments (“HCAOG”) will provide up to \$32,500 under HCAOG’s 2% Bike and Pedestrian Local Transportation Fund. Funds from these two (2) sources were incorporated into the fiscal year 2022-23 budget at revenue lines 1710715-4510 and 1710715-4565. These funding sources will reimburse Public Works for actual expenditures with invoicing on a quarterly basis. Public Works will provide a total of \$5,000 through its annual Transportation Development Act allocation. The Project will begin in fiscal year 2022-23 and extend through Fiscal Years 2023-24 and 2024-25. The Project is a planning study only and does not involve construction or the incurrence of maintenance responsibilities.

**STAFFING IMPACT:**

Not applicable.

**STRATEGIC FRAMEWORK:**

This action supports your Board’s Strategic Framework priority of providing for and maintaining infrastructure and creating opportunities for improved safety and health.

**OTHER AGENCY INVOLVEMENT:**

To be determined. Public Works will be reaching out to several agencies with invitations to join the advisory committee, which will be formed as part of the Project.

**ALTERNATIVES TO STAFF RECOMMENDATIONS:**

Board discretion.

**ATTACHMENTS:**

- 1 Restricted Grant Agreement
- 2 Consultant Services Agreement with RCAA
- 3 Request for Proposals No. 2023-715136

**PREVIOUS ACTION/REFERRAL:**

Board Order No.: D-31  
Meeting of: Aug. 10, 2021  
File No.: 21-1075