



# COUNTY OF HUMBOLDT

## Legislation Text

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File #: 23-1340, Version: 1

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**To:** Board of Supervisors

**From:** Public Works

**Agenda Section:** Consent

**Vote Requirement:** Majority

**SUBJECT:**

Request for Qualifications No. DPW 2023-005 Regarding the Provision of On-Call Bridge Program Management, Structural Analysis, Design Engineering and Other Related Services

**RECOMMENDATION(S):**

That the Board of Supervisors:

1. Approve, and authorize the Director of Public Works to advertise and distribute, the attached request for qualifications regarding the provision of on-call bridge program management, structural analysis, design engineering and other related services.

**SOURCE OF FUNDING:**

Road Fund (1200), Federal Highway Administration's Highway Bridge Program, Highway Safety Program and Emergency Relief Program

**DISCUSSION:**

The Department of Public Works maintains 157 bridges and with assistance from Caltrans Structures and Maintenance Investigations determines which bridges will be replaced, need rehabilitated, require scour protection and preventative maintenance. For the next five (5) years, professional services such as bridge design, structural analysis, and other related services are required to comply with applicable state and federal regulations.

The department has prepared the attached Request for Qualifications (RFQ) which solicits the necessary services to meet the department's bridge replacement, rehabilitation and maintenance needs. The attached RFQ meets federal requirements and follows the latest guidelines from the California Department of Transportation's Local Assistance Procedures Manual. A preliminary scope of services, qualifications and evaluation criteria have been developed in the RFQ so the department may select and rank consultants for the provision of bridge program services on an on-call basis.

Once the review, evaluation, selection and contract negotiation processes set forth in the attached RFQ

have been successfully completed, the department will return to the Board of Supervisors seeking to award a consultant services agreement to the highest-ranking consultant. Such consultant service agreement will have a term of two (2) years with optional extensions that will not exceed five (5) years. The estimated maximum total amount payable by the county pursuant to the terms and conditions of the consultant services agreement shall not exceed \$5,000,000.

The selected consultant will be asked to provide program management, structural analysis, design engineering and other related services for specific bridge projects pursuant to task orders issued under the final consultant service agreement. Prior to issuing task orders, the county will discuss the scope of services required for the specific bridge project with the selected consultant. The selected consultant will be responsible for preparing a detailed scope of services, project schedule and project budget for each task order that will be issued thereto. Once a task order has been issued by the Director of Public Works, the selected consultant will be required to perform the agreed upon services within the parameters set forth therein. The estimated maximum amount payable by the county pursuant to the terms and conditions of each individual task order shall not exceed \$250,000.

Accordingly, the department recommends that the Board of Supervisors approve and authorize the Director of Public Works to issue the attached RFQ regarding on-call bridge program management, structural analysis, design engineering and other related services.

**FINANCIAL IMPACT:**

<b>Expenditures</b>	<b>FY24-25*</b>	<b>FY25-26*</b>	<b>FY26-27*</b>	<b>FY27-28*</b>
Bridge Engineering	\$1,250,000	\$1,250,000	\$1,250,000	\$1,250,000
<b>Total Expenditures</b>	<b>\$1,250,000</b>	<b>\$1,250,000</b>	<b>\$1,250,000</b>	<b>\$1,250,000</b>
<b>Funding Sources</b>	<b>FY24-25*</b>	<b>FY25-26*</b>	<b>FY26-27*</b>	<b>FY27-28*</b>
FHWA HBP	\$1,000,000	\$1,000,000	\$1,000,000	\$1,000,000
Road Fund (321-2118)	\$250,000	\$250,000	\$250,000	\$250,000
<b>Total Funding Sources</b>	<b>\$1,250,000</b>	<b>\$1,250,000</b>	<b>\$1,250,000</b>	<b>\$1,250,000</b>

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

**Narrative Explanation of Financial Impact:**

As noted above, the maximum amount payable for on-call bridge program management, structural analysis, design engineering and other related services rendered, and costs and expenses incurred, pursuant to the terms and conditions of the consultant services agreement awarded as a result of this RFQ process is \$5,000,000. The on-system bridge projects are 80% funded by FHWA and the remaining 20% funded by the County Roads Division. The off-system bridge projects are 88.53% funded by FHWA and the remaining 11.47% by the County Roads Division. Funds for projects are included in the approved fiscal years 2023-24 through 2027-28 budget for the Road Fund budget unit 1200-321-2118. There is no financial obligation until the Board approves a consultant services agreement with the selected consulting firm and task orders are issued for specific bridge projects. As a result, approval of the attached RFQ will not impact the Humboldt County General Fund.

STAFFING IMPACT:

**Narrative Explanation of Staffing Impact:**

There is no impact to current staffing levels related to the advertisement of the RFQ regarding the provisions of on-call bridge program management, structural analysis, design engineering and other related services.

STRATEGIC FRAMEWORK:

This action supports the following areas of your Board's Strategic Framework.

Core Roles: Provide for and maintain infrastructure

New Initiatives: N/A

Strategic Plan: N/A

OTHER AGENCY INVOLVEMENT:

Federal Highway Administration, California Department of Transportation

ALTERNATIVES TO STAFF RECOMMENDATIONS:

The Board of Supervisors may choose not to approve the attached RFQ regarding the provision of on-call bridge program management, structural analysis, design engineering and other related services. However, this option is not recommended because Public Works does not have the technical expertise to provide the bridge design and analysis services necessary for the county bridge system.

ATTACHMENTS:

1. Request of Qualifications RFQ No. DPW2023-005 On-Call Bridge Program Management, Structural Analysis, Design Engineering and Other Related Services

PREVIOUS ACTION/REFERRAL:

Board Order No.: N/A

Meeting of: N/A

File No.: N/A