



# COUNTY OF HUMBOLDT

## Legislation Text

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File #: 23-396, Version: 1

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**To:** Board of Supervisors

**From:** Public Works

**Agenda Section:** Consent

**Vote Requirement:** Majority

**SUBJECT:**

Consultant Services Agreement with Ghirardelli and Associates, Inc. Regarding the Provision of Construction Management Services for the Humboldt Bay Trail South Project

**RECOMMENDATION(S):**

That the Board of Supervisors:

1. Find that Public Works made reasonable efforts to generate the maximum feasible number of proposals from qualified sources despite receiving a single response; and
2. Approve the selection of Ghirardelli and Associates, Inc. as the consulting firm to provide construction management services for the Humboldt Bay Trail South Project; and
3. Approve, and authorize the Chair of the Board to execute, the attached consultant services agreement with Ghirardelli and Associates, Inc. regarding the provision of construction management services; and
4. Direct the Clerk of the Board to return one (1) fully executed original copy for the attached consultant services agreement with Ghirardelli and Associates, Inc. to the Department of Public Works for further processing.

**SOURCE OF FUNDING:**

Bicycles & Trailways Program (1710), California Active Transportation Program, State Coastal Conservancy, California Department of Transportation (Caltrans)

**DISCUSSION:**

Humboldt County Department of Works ("Public Works") is implementing the Humboldt Bay Trail South Project ("Project") which will expand the Humboldt Bay Trail by four and one-quarter (4.25) miles and complete the trail connection between Eureka and Arcata. The Project will connect with the Eureka Waterfront Trail near the Target store and with the City of Arcata's existing trail north of Bracut. The Project will serve multiple purposes including active transportation, coastal access, and recreation. The Project will provide a significant advancement of the Great Redwood Trail and the California Coastal Trail.

From Nov. 8, 2022 through Dec. 16, 2022, Public Works advertised a request for qualifications (“RFQ”) to retain an experienced and qualified consulting firm for provision of construction management services for the Humboldt Bay Trail South Project. The RFQ met federal requirements and complied with the latest guidelines from the Caltrans Local Assistance Procedures Manual. The RFQ set forth the requirements for the content of Statements of Qualifications and the processes for review, evaluation, selection, and contract negotiation with the highest-ranking consultant.

As a result of the RFQ solicitation, the Public Works received one (1) statement of qualifications. Public Works requested approval from Caltrans Division of Local Assistance for a non-competitive negotiated consultant contract with Ghirardelli Associates, Inc. This approval was warranted because the RFQ was widely circulated using multiple sources for an adequate period of time. The response to the RFQ reflected current market conditions for this type of professional services. The option of re-circulating the RFQ was considered but rejected because re-circulation was unlikely to result in additional submittals. In addition, re-circulation would cause a delay of approximately three (3) months, which would adversely affect the project by reducing the available time for construction during the construction season. On Jan. 27, 2023, Public Works received approval from Caltrans Division of Local Assistance for an Architecture and Engineering Non-competitive Determination (Attachment 1).

Public Works is now returning to the Board of Supervisors in order to award the attached consultant services agreement to the responsive consultant, Ghirardelli and Associates, Inc. (Attachment 2). The attached consultant services agreement with Ghirardelli and Associates, Inc. has a term of three (3) years. The maximum amount payable by the County of Humboldt for any and all services provided, and costs and expenses incurred, pursuant to the terms and conditions of the attached consultant services agreement with Ghirardelli and Associates, Inc. shall not exceed \$1,433,226.59 for the period of May 10, 2023 through May 9, 2027.

Accordingly, Public Works recommends that the Board of Supervisors approve, and authorize the Chair of the Board to execute, the attached consultant services agreement with Ghirardelli and Associates, Inc. for construction management services for the Humboldt Bay Trail South Project.

**FINANCIAL IMPACT:**

<b>Expenditures</b>	<b>FY22-23 Adopted</b>	<b>FY23-24 *</b>	<b>FY24-25 *</b>
Construction Engineering	\$143,322.66	\$859,935.95	\$429,967.98
<b>Total Expenditures</b>	<b>\$143,322.66</b>	<b>\$859,935.95</b>	<b>\$429,967.98</b>
<b>Funding Sources</b>	<b>FY22-23 Adopted</b>	<b>FY23-24 *</b>	<b>FY24-25 *</b>
ATP (81.12%)	\$116,263.71	\$697,582.28	\$348,791.14
Coastal Conservancy (11.39%)	\$16,321.27	\$97,927.61	\$48,963.81
CALTRANS (7.49%)	\$10,737.68	\$64,426.06	\$32,213.03
<b>Total Funding Sources</b>	<b>\$143,322.66</b>	<b>\$859,935.95</b>	<b>\$429,967.98</b>

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

**Narrative Explanation of Financial Impact:**

The estimated maximum amount payable for the construction management services rendered, and costs and expenses incurred, pursuant to the terms and conditions of the consultant services agreement awarded as a result of the RFQ process is \$1,433,226.59. The Project is funded by the California Active Transportation Program, State Coastal Conservancy, and Caltrans. Funds for construction of the Project are incorporated into the approved fiscal year 2022-23 budget for 1710715 (Bicycles & Trailways Program) at revenue line 1710715-523190 and expenditure line 1710715-8946. As a result, approval of the attached consultant services agreement with Ghirardelli and Associates, Inc. will not impact the Humboldt County General Fund.

**STAFFING IMPACT:**

There is no impact to current staffing levels related to the construction management services for the Humboldt Bay Trail South Project.

**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:**

California Department of Transportation, California Transportation Commission, State Coastal Conservancy, Great Redwood Trail Agency.

**ALTERNATIVES TO STAFF RECOMMENDATIONS:**

The Board may choose not to approve the attached agreement for construction management services for the Humboldt Bay Trail South Project. However, this alternative is not recommended because Public Works has limited personnel to provide the construction management services needed to implement the project.

**ATTACHMENTS:**

1. A&E Non-competitive Determination Required - LAPM 12F, Dated Jan. 27, 2023
2. Consultant Services Agreement with Ghirardelli and Associates, Inc. for the Humboldt Bay Trail South Project

**PREVIOUS ACTION/REFERRAL:**

Board Order No.: J-2; D-22; D-16  
Meeting of: Dec. 14, 2021; Nov. 8, 2022; Jan. 24, 2023  
File No.: 21-1775; 22-1482; 23-16