COUNTY OF HUMBOLDT

Legislation Details (With Text)

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Title:	Consultant Services Agreement with GHD Regarding the Provision of On-Call Professional Design Engineering Services				
Sponsors:					
Indexes:	DELETE Core Roles - Provide for and maintain infrastructure				
Code sections:					
Attachments:	1. Staff Report, 2. Final Ranking for RFQ DPW2018-005.pdf, 3. GHD Consultant Service Agreement.pdf				

Date	Ver.	Action By	Action	Result
12/4/2018	1	Board of Supervisors	approved	Pass

To: Board of Supervisors

From: Public Works

SUBJECT:
Consultant Services Agreement with GHD Regarding the Provision of On-Call Professional Design Engineering Services

RECOMMENDATION(S):
That the Board of Supervisors approve the selection of GHD as the consulting firm to provide on-call professional design engineering services; approve and authorize the Chair of the Board to execute three (3) original copies of the attached consultant services agreement with GHD regarding the provision of on-call professional design engineering services; 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; and 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.

SOURCE OF FUNDING:
Humboldt County Road Fund, Federal Highway Administration ("FHWA") Emergency Relief Storm Damage Funds, Federal Emergency Management Agency ("FEMA") Public Assistance Grants, California Office of Emergency Services ("Cal OES")

DISCUSSION:
On June 12, 2018, the Humboldt County Department of Public Works issued a Request for Qualifications ("RFQ") for the purpose of selecting a qualified consultant to provide professional design engineering services on an on-call basis. The RFQ followed the selection process set forth in Chapter 10 of the California Department of Transportation's Local Assistance Procedures Manual. The statements of qualifications submitted in response to the RFQ for on-call professional design engineering services were evaluated and ranked by the selection committee. The final ranking of the statement of qualifications was issued on August 13, 2018 (Attachment 1).

The Public Works Department is now returning to the Board of Supervisors in order to award the attached consultant services agreement to GHD, the highest ranking consultant. The attached consultant services agreement has a term of two (2) years with optional extensions that will not exceed five (5) years. The maximum total amount payable by the county for the services rendered, and costs and expenses incurred, pursuant to the terms and conditions of the attached consultant services agreement shall not exceed Three Million Five Hundred Thousand Dollars ($3,500,000.00).

GHD will be asked to provide specified professional design engineering services for specific roadway design and construction

projects pursuant to task orders issued under the attached consultant services agreement. A detailed scope of services, project schedule and project budget will be prepared for each task order issued pursuant to the terms and conditions of the attached consultant services agreement. Once a task order has been issued by the county, GHD will be required to perform the agreed upon professional design engineering services within the parameters set forth therein.

Accordingly, the Public Works Department recommends that the Board of Supervisors approve, and authorize the Chair of the Board to execute, the attached consultant services agreement with GHD regarding the provision of on-call professional design engineering services (Attachment 2). It is also recommended that the Board authorize the Public Works Director to execute any and all task orders issued pursuant to the attached consultant services agreement in order to ensure the efficient delivery of required services.

FINANCIAL IMPACT:
As noted above, the maximum amount payable for the professional design engineering services rendered, and costs and expenses incurred, pursuant to the terms and conditions of the attached consultant services agreement is not to exceed Three Million Five Hundred Thousand Dollars ($3,500,000.00). Funding is dependent on the type of project for which the services are provided. Storm damage and earthquake damage projects are 88.53 percent funded by FHWA and the remaining 11.47 percent is funded by the Humboldt County Roads Division. In the alternative, 75.00 percent of such projects will be funded by FEMA, 18.75 percent will be funded by Cal OES and the remaining 6.25 percent will be funded by the Humboldt County Road Division. There is no financial commitment until a task order has been issued for a specific roadway design and construction project. There is no impact on the General Fund.

The recommended actions conform to the Board of Supervisors' Core Role of providing for and maintaining infrastructure.

OTHER AGENCY INVOLVEMENT:
California Department of Transportation, Federal Highway Administration, Federal Emergency Management Agency, California Office of Emergency Services

ALTERNATIVES TO STAFF RECOMMENDATIONS:
The Board may choose not to approve the attached consultant services agreement with GHD regarding the provision of on-call professional design engineering services. However, this alternative is not recommended since the county has limited staff to perform design engineering services for the large backlog of storm damage roadway projects.

ATTACHMENTS:
1. Department of Public Works Ranking of the Statement of Qualifications Received in Response to Request for Qualifications No. DPW2018-005 for On-Call Professional Design Engineering Services dated August 13, 2018

2. Consultant Services Agreement with GHD Inc. Regarding the Provision of On-Call Professional Design Engineering Services

PREVIOUS ACTION/REFERRAL:
Board Order No.: C-19
Meeting of: June 12, 2018