



HUMBOLDT COUNTY ASSOCIATION OF GOVERNMENTS
Regional Transportation Planning Agency
Humboldt County Local Transportation Authority
Service Authority for Freeway Emergencies

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AGENDA ITEM 7b
HCAOG Board Meeting
October 16, 2025

DATE: October 9, 2025
TO: HCAOG Policy Advisory Committee (PAC)
FROM: Oona Smith, Senior Regional Planner
SUBJECT: **Consultant selection for Partnering Assets and Authorities for Comprehensive Transit (PAACT) planning project**

STAFF REPORT

Contents:

- Staff's Recommended Action
- Staff Summary
- Proposals: DKS Associates, Capitol Government Contract Specialists, Fehr & Peers, Rincon Consultants, Steer, Transportation Management & Design, Inc., Transpo Group USA, Inc.

Staff's Recommended Action:

1. Introduce the item as an action item;
2. Allow staff to present the item;
3. Allow each agency to present their proposals;
4. Receive public comment;
5. Discuss item and consider making the motion:

“I move that the PAC recommend that the HCAOG Board direct the Executive Director to enter into contract negotiations with DKS Associates for the scope of services for the ‘Comprehensive Plan for Regional Transit and Land-Use Network Planning’ for the PAACT planning project.”

Staff Summary:

In 2024, HCAOG and HTA collaborated to apply for a Caltrans planning grant under the Strategic Partnerships–Transit Program and were successful in being awarded a grant of \$479,500. The project developed for the grant application is called the ‘Comprehensive Plan for Regional Transit

and Land Use Network Planning’, and the objective of the project will be to further strengthen working relationships and technical resources between transit operators and local agencies with land-use control. The goal of this project will be to improve planning, design, and decision making in the future as it pertains to public transportation needs and land use decisions. The grant award is for \$479,500, with a local cash match is \$62,150 (11.47%), for a total project cost of \$541,650.

After notification of award, Caltrans District 1 officially kicked off on February 27th, 2025. Since then, HCAOG has executed MOUs with all official project partners, save for the City of Blue Lake (i.e., HTA, Cher-Ae Heights Indian Community of Trinidad Rancheria; Cities of Arcata, Eureka, and Trinidad; County of Humboldt (Planning & Building Dept.); and the Yurok Tribe). All partners are contributing to the local cash match. All partners except the City of Eureka will receive grant funds to support staff time devoted to this project.

On August 12th, 2025, HCAOG released a request for proposals (RFP) for providing professional services for the project. The contracted cost of services listed in the RFP was not to exceed \$318,000.

Seven firms submitted proposals and all seven proposals were deemed responsive. HCAOG staff convened a proposal scoring committee which included representatives from HCAOG, the SSTAC, Trinidad Rancheria, HTA, and the County. The scoring committee reached consensus and recommends that DKS Associates be awarded the project as the most qualified proposer. The DKS team includes subconsultant firms of Jarrett Walker and Associates, and GHD. Their cost proposal total is \$317,998.92, which is within the established project budget. Below is the breakdown of the evaluation committee’s (scoring team’s) scores.

Scoring team	Proposers						
	Capitol GCS	DKS	Fehr & Peers	Rincon	Steer	TMD	Transpo Group
Scorer #1	60.0	76.5	81.5	78.5	77.0	78.5	70.0
Scorer #2	10.0	89.9	55.6	47.4	80.3	88.8	61.6
Scorer #3	79.0	90.8	--	83.0	86.5	86.0	83.0
Scorer #4	48.0	97.0	64.5	94.0	86.0	98.5	67.0
Scorer #5	50.0	92.0	74.5	70.0	78.0	83.0	67.5
Average score	49.40	89.22	69.03	74.57	81.56	86.96	69.82

Legend:

Highest score

2nd highest score

Staff recommend that the PAC recommend that the HCAOG Board approve a contract award to DKS, and to authorize the executive director to negotiate a contract and execute all applicable documents and agreements. If approved by the Board, staff would immediately seek to finalize contracting and begin project work.