COUNTY OF HUMBOLDT

For the meeting of: 7/14/2026

File #: 26-698

To: Board of Supervisors

From: Public Works

Agenda Section: Consent

Vote Requirement: 4/5th

SUBJECT:
Service Agreement with the Gordian Group, Inc. for Providing Facility Condition Assessment Services and Supplement Budget for Public Works Capital Projects, 3562170, in the Amount of $163,262 for Fiscal Year 2026-27 (4/5 Vote Required)

RECOMMENDATION(S):
That the Board of Supervisors:

1. Approve, and authorize the Chair of the Board to execute, the attached Sourcewell cooperative purchasing agreement with Gordian Group, Inc. for facilities condition assessment inspection and capital planning, reporting and cost estimating for a period of 3 years, in the amount of $229,860;
2. Authorize the Public Works Director, or a designee thereof to execute any and all subsequent amendments to the attached Consultant Services Agreement with the Gordian Group, Inc, after review and approval by County Counsel, Risk Management and the County Administrative Office;
3. Direct the Clerk of the Board to return one (1) fully executed original copy of the attached Consultant Services Agreement with the Gordian Group, Inc. to the Public Works Department, Facilities Management Division for further processing; and
4. Approve the attached supplemental budget in the amount of $163,262 in fiscal year 2026-27 from the Deferred Maintenance Fund, 3464, to the Capital Projects budget, 3562170. (4/5 Vote Required)

STRATEGIC PLAN:
This action supports the following areas of your Board's Strategic Plan.

Area of Focus: Workforce & Operational Excellence
Strategic Plan Category: 3002 - Invest in county facilities

DISCUSSION:
An important goal of Facilities Management for this fiscal year is to update the county's deferred maintenance list to provide trackable condition and cost data on existing buildings and facilities. This data will inform planned revisions to the Deferred Maintenance Policy, Facilities Masterplan and Capital Improvements Plan.
The work included in this agreement will provide on-site assessment of the county's core building inventory as well as the Ferndale Fairgrounds. The data provided will support informed funding decisions and capital planning. The report will deliver project and facility level detail to assist in project prioritization and the planning and execution of current and future deferred maintenance and capital projects.

On-site assessment by the consultant will include collection of information on facility conditions, and will investigate lifecycle extension opportunities for building systems, evaluate upgrades and improvements and review compliance considerations. Cost data will be provided for deferred maintenance issues including these alternative options and will be used to update and prioritize the County's deferred maintenance list. The initial assessment and reporting will occur in this fiscal year, with cost data to be updated in each of the following two fiscal years to assist in tracking progress on deferred maintenance backlog.

SOURCE OF FUNDING:
Deferred Maintenance Fund, 3464

FINANCIAL IMPACT:

Expenditures (3562, 170))	FY26-27	FY27-28 Projected*	FY28-29 Projected*
Budgeted Expenses		32,705	33,893
Additional Appropriation Requested	$163,262	0	0
Total Expenditures	$163,262	$32,705	$33,893

*Projected amounts are estimates and are subject to change.

Funding Sources (3562,170)	FY24-25	FY25-26 Projected*	FY26-27 Projected*
Fund Balance		$32,705	$33,893
Transfer from Deferred Maintenance Fund	$163,262		
Total Funding Sources	$163,262	$32,705	$33,893

*Projected amounts are estimates and are subject to change.

Narrative Explanation of Financial Impact:
The attached supplemental budget transfers the first year of the agreement costs in the amount of $163,262 from the Deferred Maintenance Fund, 3464, to the Capital Projects budget, 3562170. Funding for the following two fiscal years (FY), 2027-28 and 2028-29, will be included in the proposed budgets for each of those fiscal years. The cost for FY 2027-28 will be $32,705 and $33,893 for FY 2028-29. The total cost under this Sourcewell cooperative purchasing agreement with Gordian Group, Inc is $229,860.

STAFFING IMPACT:

Narrative Explanation of Staffing Impact:
Only minor staff impact, including allowing access to buildings and spaces during on-site reviews and providing building information to the consultants.

OTHER AGENCY INVOLVEMENT:
None

ALTERNATIVES TO STAFF RECOMMENDATIONS:
The Board may choose not to execute this agreement or approve the supplement budget. However, that is not recommended as this would defer collection and analysis of building and facility condition and cost data, impeding updating of facilities capital planning and deferred maintenance policies and plans.

ATTACHMENTS:
1. Sourcewell cooperative purchasing agreement with Gordian Group Inc.
2. Gordian Statement of Work - Humboldt County
3. Supplemental Budget

PREVIOUS ACTION/REFERRAL:
Meeting of: n/a
File No.: n/a