



COUNTY OF HUMBOLDT

For the meeting of: 11/4/2025

File #: 25-1247

To: Board of Supervisors

From: Public Works

Agenda Section: Consent

Vote Requirement: Majority

SUBJECT:

Renewal of Consultant Services Agreement with PACE Engineering, Inc. Regarding Provisions of Electrical Engineering Services for the Courthouse Transformers Replacement Project #170239

RECOMMENDATION(S):

That the Board of Supervisors:

1. Approve, and authorize the Public Works Director to execute, the attached consultant services agreement with PACE Engineering, Inc. regarding the provision of electrical engineering services for the Courthouse Transformers Replacement Project; and
2. Authorize the Public Works Director, or a designee thereof, to execute any and all subsequent amendments to the attached consultant services agreement with PACE Engineering, Inc. after review and approval by County Counsel, Risk Management, and the County Administrative Office

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:

Following selection through a Request for Qualifications ("RFQ") process No. DPW2022-001, and subsequent Request for Proposals ("RFP") No. DPW2022-001, on Aug. 30, 2022, your Board approved and authorized the Chair of the Board of Supervisors to execute a consultant services agreement with PACE Engineering, Inc. for the design and engineering of the Courthouse Transformers Replacement Project. This project will replace the aging transformers serving the Courthouse, move voltage reduction to the utility side of the meter, and reconfigure electrical service to the Courthouse, Correctional Facility, and IT buildings, including full emergency generator backup for each facility. Due to unavoidable delays and unforeseen circumstances, this agreement expired on June 30, 2024, prior to the execution of an amendment to extend the services and add necessary services to complete the design work.

The attached agreement incorporates the scope of the original agreement, and adds additional scope to the work to appropriately complete the work. The scope is included in Exhibit A of the attached agreement. The total maximum value of this agreement is \$167,500 which includes \$35,000 of uncompleted work in the prior agreement and an additional \$132,500 of work added for this agreement.

Accordingly, Public Works recommends that the Board of Supervisors approve, and authorize the Director of Public Works to

execute, the attached consultant services agreement with PACE Engineering, Inc. It is also recommended that the Board authorize the Public Works Director, or a designee thereof, to execute any and all subsequent amendments to the attached consultant services agreement with PACE Engineering, Inc., after review and approval by County Counsel, Risk Management, and the County Administrative Office in order to avoid any unnecessary delays in the provision of needed electrical engineering services.

SOURCE OF FUNDING:

Capital Project Reserve (3562170) General Fund

FINANCIAL IMPACT:

Narrative Explanation of Financial Impact:

The attached consultant services agreement with PACE Engineering, Inc. has a maximum amount payable of \$167,500 through June 30, 2027. Expenditure appropriations related to the attached consultant services agreement with PACE Engineering, Inc. are included in Courthouse Transformers and Electrical System Upgrade project in the approved fiscal year 2025-26 budget for Capital Project Reserve (3562170).

STAFFING IMPACT:

Narrative Explanation of Staffing Impact:

No effects on staffing levels are anticipated as a result of execution of this agreement.

OTHER AGENCY INVOLVEMENT:

Humboldt County Sheriff's Office

ALTERNATIVES TO STAFF RECOMMENDATIONS:

The Board of Supervisors may choose not to approve the attached consultant services agreement with PACE Engineering, Inc. However, this alternative is not recommended as it will not allow for the timely replacement of aging electrical equipment that represents a risk to daily operations at the Courthouse.

ATTACHMENTS:

1. Consultant Services Agreement with PACE Engineering, Inc. regarding the Provision of Engineering Services for the Courthouse Transformers Replacement Project #170239

PREVIOUS ACTION/REFERRAL:

Meeting of: 12/10/19, 5/10/22, 8/30/22

File No.: 19-1694, 22-495, 22-703