



# COUNTY OF HUMBOLDT

For the meeting of: 8/19/2025

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File #: 25-959

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**To:** Board of Supervisors

**From:** Public Works

**Agenda Section:** Consent

**Vote Requirement:** 4/5th

**SUBJECT:**

Humboldt County Courthouse Re-roofing Project (Project #170245) Final Acceptance and Supplemental Budget for Public Works Capital Projects (3562170) in the Amount of \$618,340 for Fiscal Year 2024-25 (4/5 Vote Required)

**RECOMMENDATION(S):**

That the Board of Supervisors:

1. Accept the work of Adams Commercial General Contracting, Inc. as substantially complete for the Humboldt County Courthouse Re-roofing Project;
2. Authorize the Public Works Director, or a designee thereof, to file the Notice of Completion for the project as required; and
3. Approve the attached supplemental budget for fiscal year (FY) 2024-25 in the amount of \$618,340 for the Department of Public Works Capital Projects 3562170. (4/5<sup>th</sup> 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:**

On Feb. 27, 2024, your Board awarded the Humboldt County Courthouse Re-roofing Project to Adams Commercial General Contracting. This project includes re-roofing and repairs to the lower roof above the 3rd floor of the Humboldt County Courthouse.

Adams Commercial General Contracting, Inc. has substantially completed their contract obligations and therefore the Humboldt County Courthouse Re-roofing Project can be accepted as substantially complete in accordance with the contract documents. The Board must accept the project-related work prior to filing final acceptance. After the Board's acceptance, the required Notice of Completion can be filed with the Humboldt County Recorder and the mandatory 35-day lien period can begin. Following completion of the lien period, the County of Humboldt can release or reduce the payment retention provided that no stop notices have been filed and any remaining contract work is complete.

Accordingly, Public Works recommends that the Board approve, and authorize the Public Works Director, or a designee thereof, to accept the work of Adams Commercial General Contracting, Inc. as substantially complete and file the associated Notice of Completion now that the work has been completed.

**SOURCE OF FUNDING:**

Capital Projects (3562170), Deferred Maintenance (3464) and Judicial Council of California Administrative Office of the Courts

**FINANCIAL IMPACT:**

| <i>Expenditures (3562,170)</i>            | <i>FY23-24</i> | <i>FY24-25</i> |
|-------------------------------------------|----------------|----------------|
| <i>Budgeted Expenses</i>                  | <i>790813</i>  | <i>224,267</i> |
| <i>Additional Appropriation Requested</i> | <i>0</i>       | <i>618,340</i> |
| <i>Total Expenditures</i>                 | <i>790813</i>  | <i>842,607</i> |

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

| <i>Funding Sources (3562,170)FY23-24FY24-25</i> |                |                |
|-------------------------------------------------|----------------|----------------|
| <i>Other Gov Agencies</i>                       | <i>548,577</i> | <i>0</i>       |
| <i>Use of Fund Balance</i>                      | <i>242,236</i> | <i>2,851</i>   |
| <i>Deferred Maintenance</i>                     | <i>0</i>       | <i>839,756</i> |
| <i>Total Funding Sources</i>                    | <i>790,813</i> | <i>842,607</i> |

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

**Narrative Explanation of Financial Impact:**

The total construction cost for this project through Change Order 4.0 is \$1,633,419.53.

Funding for this project in the amount of \$245,087 is in the Capital Projects (3562170) fund. Additional funding in the amount of \$839,756 will come from the Deferred Maintenance fund (3464) - an increase of \$37,819 from the project cost estimate, and \$548,577 will come from the Judicial Council of California Administrative Office of the Courts for the Courts' 33.77% cost share - an increase of \$19,283 from the project cost estimate. A supplemental budget in the amount of \$839,756 is needed for FY 24/25 to cover expenditures that had been included in prior year budgets.

**STAFFING IMPACT:****Narrative Explanation of Staffing Impact:**

The recommended actions will not impact current staffing levels

**OTHER AGENCY INVOLVEMENT:**

None

**ALTERNATIVES TO STAFF RECOMMENDATIONS:**

The Board may choose not to proceed with acceptance of the Humboldt County Courthouse Re-roofing Project at this time. However, this alternative is not recommended since the general contractor has substantially completed their portion of the work and will therefore be entitled to release of retention upon completion of the mandated 35-day lien release period.

**ATTACHMENTS:**

1. Supplemental Budget

**PREVIOUS ACTION/REFERRAL:**

Meeting of: 4/4/2017; 1/9/2024; 2/27/25

File No.: C-5; 23-1643; 24-203