Board of Supervisors

Dwight Ceresola, 1st District
Kevin Goss, Chair, 2nd District
Thomas McGowan, 3rd District
Mimi Hall, Vice Chair, 4th District
Jeff Engel, 5th District
Allen Hiskey, Clerk of the Board

AGENDA FOR REGULAR MEETING
NOVEMBER 4, 2025, TO BE HELD AT 10:00 AM
520 MAIN STREET, ROOM 308, QUINCY, CALIFORNIA

www.countyofplumas.com

AGENDA

The Board of Supervisors welcomes you to its meetings which are regularly held on the first three Tuesdays of each month, and your interest is encouraged and appreciated.

Any item without a specified time on the agenda may be taken up at any time and in any order. Any member of the public may contact the Clerk of the Board before the meeting to request that any item be addressed as early in the day as possible, and the Board will attempt to accommodate such requests.

Any public comments made during a regular Board meeting will be recorded. The Clerk will not interpret any public comments for inclusion in the written public record. Members of the public may submit their comments in writing to be included in the public record.

CONSENT AGENDA: These matters include routine financial and administrative actions. All items on the consent calendar will be voted on at some time during the meeting under "Consent Agenda." If you wish to have an item removed from the Consent Agenda, you may do so by addressing the Chairperson.

REASONABLE ACCOMMODATIONS: In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting please contact the Clerk of the Board at (530) 283-6170. Notification 72 hours prior to the meeting will enable the County to make reasonable arrangements to ensure accessibility. Auxiliary aids and services are available for people with disabilities.

Live Stream of Meeting
Members of the public who wish to watch the meeting, are encouraged to view it LIVE ONLINE

ZOOM Participation

Although the County strives to offer remote participation, be advised that remote Zoom participation is provided for convenience only. In the event of a technological malfunction, the only assurance of live comments being received by the Board is to attend in person or submit written comments as outlined below. Except for a noticed, teleconference meeting, the Board of Supervisors reserves the right to conduct the meeting without remote access if we are experiencing technical difficulties.

The Plumas County Board of Supervisors meeting is accessible for public comment via live streaming at: https://zoom.us/j/94875867850?pwd=SGlSeGpLVG9wQWtRSnNUM25mczlvZz09 or by phone at: Phone Number 1-669-900-9128; Meeting ID: 948 7586 7850. Passcode: 261352

Public Comment Opportunity/Written Comment

Members of the public may submit written comments on any matter within the Board's subject matter jurisdiction, regardless of whether the matter is on the agenda for Board consideration or action. Comments will be entered into the administrative record of the meeting. Members of the public are strongly encouraged to submit their comments on agenda and non-agenda items using e-mail address Public@countyofplumas.com

CALL TO ORDER

PLEDGE OF ALLEGIANCE

ADDITIONS TO OR DELETIONS FROM THE AGENDA

PUBLIC COMMENT OPPORTUNITY

Matters under the jurisdiction of the Board, and not on the posted agenda, may be addressed by the general public at the beginning of the regular agenda and any off-agenda matters before the Board for consideration. However, California law prohibits the Board from taking action on any matter which is not on the posted agenda unless it is determined to be an urgency item by the Board of Supervisors. Any member of the public wishing to address the Board during the "Public Comment" period will be limited to a maximum of 3 minutes. Any member of the public addressing the Board in Chambers are kindly requested to come to the podium, so your comments can be heard on Zoom.

DEPARTMENT HEAD ANNOUNCEMENTS/REPORTS

Brief announcements by, or brief reports on their activities by County Department Heads

ACTION AGENDA

1. CONSENT AGENDA

These items are expected to be routine and non-controversial. The Board of Supervisors will act upon them at one time without discussion. Any Board members, staff member or interested party may request that an item be removed from the consent agenda for discussion. Additional budget appropriations and/or allocations from reserves will require a four/fifths roll call vote.

A. PROBATION

1) Approve and authorize Chair to sign amendment no. 1 to the agreement between Plumas County Probation and UBEO West, LLC, formerly Ray Morgan Co., for lease and maintenance of two Canon IR ADV DX471li copiers; Ongoing General Fund Impact unchanged from original agreement; approved as to form by County Counsel.

B. CLERK OF THE BOARD

1) Approve the Meeting Minutes for all meetings held in October 2025, as submitted.

C. BOARD OF SUPERVISORS

1) Approve and authorize the Chair to sign an Encroachment Permit Request to Cal Trans for the Annual Veterans Day Parade to be held in Greenville on November 11, 2025, from 11:00am to 12:00pm.

2) Adopt **RESOLUTION** to honor individuals who have served in the Armed Forces; Operation Green Light — November 4th through November 11th; (No General Fund Impact); approved as to form by County Counsel; discussion and possible action.

D. FACILITY SERVICES & AIRPORTS

1) Approve and authorize Chair to sign an agreement between Plumas County Facility Services & Airports and Durkin Construction, Inc. for snow removal at county-owned Chester facilities; effective November 1, 2025; not to exceed $12,000.00; (General Fund Impact) as approved in FY25/26 adopted budget; approved as to form by County Counsel.

2) Approve and authorize Chair to sign amendment no.2 to the agreement between Plumas County Facility Services and Airports and AllStar Painting KD Inc. for Exterior Painting of Portola Library due to an increase in available funding; (General Fund Impact); $16,250.00; approved in the FY 25/26 adopted budget; approved as to form by County Counsel.

3) Approve and authorize Board Chair to waive rental fees for the use of the Portola Memorial Hall for the Rotary Interact President for Portola High School, Camila Schweyer, for a fundraising event on November 16, 2025. General Fund impact is a $135 loss in revenue.

4) Approve and authorize Board Chair to waive rental fees for the use of Quincy Memorial Hall on November 14, 2025 by the Quincy Parent Cooperative Organization for their annual Turkey Bingo fundraising event. Funds raised from this event will help support Quincy Elementary School and a majority of activities; General Fund impact is a loss of $100 in revenue.

E. BEHAVIORAL HEALTH

1) Approve and authorize Chair to ratify and sign an agreement between Plumas County Behavioral Health and California Mental Health Services Authority Participation Agreement for support in meeting the Behavioral Health Accountability Set Healthcare Effectiveness Data and Information Set ("HEDIS") reporting requirements; effective January 1, 2025; not to exceed $25,920.00; (No General Fund Impact) State and Federal funding; approved as to form by County Counsel.

2) Approve and authorize Behavioral Health to recruit and fill one extra-help Clerical position; (No General Fund Impact) State and Federal Funds.

F. PUBLIC WORKS/ROADS

1) Approve and authorize Chair to sign Task Order No. 4 to the agreement between Plumas County Department of Public Works and Stantec Consulting Services, Inc. to perform environmental services including Project Management/Coordination, preparing Section 4(f) De Minimis evaluation, Maintaining the Environmental Commitments Record and further coordination with Caltrans for the Graeagle-Johnsville Road Rehabilitation Project; No General Fund Impact; Road Fund; approved as to form by County Counsel.

2) Approve and Authorize the Department of Public Works to recruit and fill funded and allocated extra-help snow removal workers throughout its maintenance districts in excess of 29 hours per week; No General Fund impact; as approved in the FY 25/26 adopted budget; Road funds.

G. PUBLIC HEALTH AGENCY

1) Approve and authorize Chair to sign Amendment No. 2 to University Agreement No. 007082 between Plumas County Public Health Agency and The Regents of the University of California to extend the term of the agreement from September 5, 2025, through September 4, 2026; (No General Fund Impact) (RW Part C); approved as to form by County Counsel.

2) Approve and authorize Chair to sign a certification statement from the California Department of Health Care Services for Children in Foster Care; approved as to form by County Counsel.

3) Approve and authorize Chair to sign a certification statement from the California Department of Health Care Services for the California Children's Services program; approved as to form by County Counsel.

4) Approve and authorize Chair to sign Amendment No. 1 to the agreement between Plumas County Public Health Agency and Ashley Blesse, RN, to amend the scope of work; (No General Fund Impact) (HPP); approved as to form by County Counsel.

H. HUMAN RESOURCES DEPARTMENT

1) Adopt **RESOLUTION** to adopt Plumas County's Pay Schedule; (General Fund Impact) as approved in FY 25/26 adopted budget; approved as to form by County Counsel.

I. SHERIFF'S OFFICE

1) Approve and authorize Chair to sign amendment to agreement between Plumas County Sheriff's Office and National Medical Services, to include four new tests; (No General Fund Impact) ; approved as to form by County Counsel.

2. DEPARTMENTAL MATTERS

A. INFORMATION TECHNOLOGY - Gregory Ellingson

1) Approve and authorize Chair to sign an agreement between Plumas County Information Technology and FreshWorks, Inc. for IT, County Counsel, and Facility Services ticketing system; effective 10/27/2025; not to exceed $14,488.68; (General Fund Impact) as approved in FY25/26 adopted budget (2022052 / 520411); approved as to form by County Counsel; discussion and possible action.

B. AGRICULTURE WEIGHTS & MEASURES - Willo Vieira

1) Approve and authorize Chair to sign an agreement between Plumas County Department of Agriculture Weights & Measures and California Department of Food and Agriculture (CDFA); effective July 1 2025; grant not to exceed $119,954.88; (No General Fund Impact); approved as to form by County Counsel; discussion and possible action.

2) Approve and authorize supplemental budget transfer(s) of $23,505.42 from 20425/44180 (State Aid for Agriculture) to various #20425 accounts; approved by Auditor/Controller. **Four/Fifths roll call vote**

C. SHERIFF'S OFFICE - Chad Hermann

1) Review the Inmate Welfare Fund (IWF) Annual Report Summary pursuant to Penal Code Section 4025 for fiscal year 2024-2025; discussion and possible action.

2) Approve and authorize a supplemental budget request in the amount of $810,922.00 to Communications (department #70375), revenue account — Federal/State Aid (#44290), and fixed asset expenditure account — Communications Equipment (#542200); approved by the Auditor/Controller. **Four/Fifths roll call vote**

3) Consider request to appropriate $39,078.00 from the Communications (dept #70375) Contingency account (#528400) for radio system upgrade project; discussion and possible action. **Four/Fifths roll call vote**

4) Approve and authorize Chair to sign an agreement and the Plumas County Participating Addendum between Plumas County Sheriff's Office and Motorola Solutions for the fixed asset purchase of communications equipment and services; total not to exceed $150,000.00; (No General Fund Impact) Communications (dept #70375) Communications Equipment (acct #542200); approved as to form by County Counsel; discussion and possible action. **Four/Fifths roll call vote**

D. FACILITY SERVICES - Nick Collin

1) Approve and authorize Chair to sign an agreement between Plumas County Facilities and Airports and Brandley Engineering effective November 4th 2025 not to exceed $572,100.00; (No General Fund Impact); Grant funded; not approved as to form by County Counsel; discussion and possible action.

E. SOCIAL SERVICES - Jennifer Bromby

1) CalFresh Update Presentation; discussion and possible staff direction.

F. HUMAN RESOURCES DEPARTMENT - Joshua Mizrahi

1) Adopt **RESOLUTION** Sheriff Patrol Commander Classification Base Wage to $42.09/hour; (General Fund Impact) as approved in FY25/26 adopted budget (70330 / 51000), Sheriff / Regular Wages; approved as to form by County Counsel; discussion and possible action. **Roll call vote**

G. PUBLIC HEALTH AGENCY - Nicole Reinert

1) Approve and authorize Chair to ratify and sign an agreement between Plumas County Public Health Agency and Chesley D. Pence Jr. dba Chillergy, to provide maintenance and repairs on the refrigerators and freezers at the Senior Nutrition Sites; effective July 1, 2025; not to exceed $9,999.00; partial General Fund Impact and Senior Nutrition funded; approved as to form by County Counsel.
2) Approve and authorize the Public Health Agency to recruit and fill, funded and allocated, vacant (1), (.625) FTE permanent part-time Assistant Cook position at the Portola Nutrition site; partial General Fund Impact and Senior Services funded.

3. BOARD OF SUPERVISORS

A. **PUBLIC MEETING 11:00 A.M.** Hold a public meeting to renew the Plumas County Tourism Marketing District (PCTMD); discussion item only.

B. Adopt a Proclamation of the Plumas County Board of Supervisors recognizing November 17 through November 21, as California Clerk of the Board Of Supervisors Week; approved as to form by County Counsel; discussion and possible action; **Roll call vote.**

C. Correspondence and weekly reports by Board members of meetings attended, key topics, project updates, standing committees and appointed Boards and Associations

4. CLOSED SESSION

ANNOUNCE ITEMS TO BE DISCUSSED IN CLOSED SESSION

A. Conference with Risk Manager: Quarterly Risk Control Program Status Report

B. Personnel: Public Employee Performance Evaluation — Risk Manager

C. Personnel: Public Employee Performance Evaluation — County Counsel (Board Only)

D. Conference with Labor Negotiator regarding employee negotiations: Sheriff's Administrative Unit; Sheriff's Department Employees Association; Operating Engineers Local #3; Confidential Employees Unit; Probation; Unrepresented Employees and Appointed Department Heads

E. Conference with Legal Counsel: Significant exposure to litigation pursuant to Subdivision (d)(2) and (e)(2) of Government Code Section 54956.9 (1 case)

F. Conference with Legal Counsel: Initiating litigation pursuant to Subdivision (c) of Government Code Section 54956.9 (1 case)

REPORT OF ACTION IN CLOSED SESSION (IF APPLICABLE)

5. ADJOURNMENT

Adjourned meeting to Tuesday, November 18, 2025, Board of Supervisors Room 308, Courthouse, Quincy, California

PLUMAS COUNTY
PROBATION
MEMORANDUM

TO:	**Honorable Chair and Board of Supervisors**
FROM:	**Keevin Allred, Chief Probation Officer**
MEETING DATE:	**November 4, 2025**
SUBJECT:	**Approve and authorize Chair to sign amendment no. 1 to the agreement between Plumas County Probation and UBEO West, LLC, formerly Ray Morgan Co., for lease and maintenance of two Canon IR ADV DX471li copiers; Ongoing General Fund Impact unchanged from original agreement; approved as to form by County Counsel.**

Recommendation:
Approve and authorize Chair to sign amendment no. 1 to the agreement between Plumas County Probation and UBEO West, LLC, formerly Ray Morgan Co., LLC, for lease and maintenance of two Canon IR ADV DX471li copiers.

Background and Discussion:
In Fiscal Year 2022-2023, Plumas County Probation entered into a 5-year lease agreement with Ray Morgan Co. for 2 Canon IR ADV DX471li copiers. Shortly thereafter, Ray Morgan Co., LLC, changed their name to UBEO West, LLC.
The amendment addresses the name change whilst maintaining full effectiveness of the agreement. Fiscal Impact remains unchanged.

Action:

It is respectfully requested that the Board approve and authorize the Chair to sign amendment no. 1 to the agreement between Plumas County Probation and UBEO West, LLC, formerly Ray Morgan Co., LLC.

Fiscal Impact:

No additional General Fund Impact as a result of the amendment. Maximum potential General Fund impact of 5,591.20 as per contract limits, 3,000.00 is currently approved in the FY25/26 recommended budget.

Attachments:
1. Complete_with_Docusign_Plumas_County_Probati

Docusign Envelope ID: DEDA1F29-9D39-4DA6-B458-D2AB85D27B47

FIRST AMENDMENT TO AGREEMENT

BY AND BETWEEN

PLUMAS COUNTY AND UBEO West, LLC

This First Amendment to Agreement ("Amendment") is made on October 1, 2025, between PLUMAS COUNTY, a political subdivision of the State of California ("COUNTY"), and Ray A. Morgan Company LLC ("CONTRACTOR") who agrees as follows:

1. **Recitals:** This Amendment is made with reference to the following facts and objectives:

    a. COUNTY and CONRACTOR have entered into a written Agreement dated May 3, 2022, (the "Agreement"), in which CONTRACTOR agreed to provide maintenance services for (2) Canon copiers to COUNTY.

    b. Because CONTRACTOR merged with UBEO West LLC, the parties desire to change the Agreement.

2. **Amendments:** The parties agree to amend the Agreement as follows:

    a. All instances in the Agreement where Ray A. Morgan Company LLC is listed be changed to UBEO West LLC.

3. **Effectiveness of Agreement:** Except as set forth in this First Amendment of Agreement, all provisions of the Agreement dated May 3, 2022, shall remain unchanged and in full force and effect.

4. **Counterparts and Facsimile Signatures:** This Agreement and any and all other documents or instruments referred to herein may be executed with counterpart signatures all of which taken together shall constitute an original without the necessity of all parties signing each document. This Agreement may also be executed by facsimile or other electronic signature, and such facsimile or electronic copies shall constitute enforceable original documents.

[SIGNATURES ON FOLLOWING PAGE]

Docusign Envelope ID: DEDA1F29-9D39-4DA6-B458-D2AB85D27B47

CONTRACTOR:

UBEO West, LLC

By: DocuSigned by: John Fortino C0E2E220428D495...
Name: John Fortino
Title: Chief Financial Officer
Date signed: 10/9/2025

COUNTY:

County of Plumas, a political subdivision of the State of California

By: DocuSigned by: Keevin Allred 77384AC295294AF...
Name: Keevin Allred
Title: Chief Probation Officer
Date signed: 10/7/2025

By:_____
Name: Kevin Goss
Title: Chair, Board of Supervisors
Date signed:

Attest:

By:_____
Name: Allen Hiskey
Title: Clerk of the Board
Date signed:

Approved as to form:

Stephen Schofield, Attorney
County Counsel's Office

PLUMAS COUNTY
CLERK OF THE BOARD OF SUPERVISORS
MEMORANDUM

TO:	**Honorable Chair and Board of Supervisors**
FROM:	**Allen Hiskey, Clerk of the Board**
MEETING DATE:	**November 4, 2025**
SUBJECT:	**Approve the Meeting Minutes for all meetings held in October 2025, as submitted.**

Recommendation:
Approve the Meeting Minutes for all meetings held in October 2025, as submitted.

Background and Discussion:
Monthly the Board of Supervisors approves the pior months meeting mintues.

Action:

Approve the Meeting Minutes for all meetings held in October 2025, as submitted.

Fiscal Impact:

No General Fund Impact.

Attachments:
1. Minutes 10-07-2025
2. Minutes 10-14-2025
3. Minutes 10-21-2025

Board of Supervisors

Dwight Ceresola, 1st District
Kevin Goss, Chair, 2nd District
Thomas McGowan, 3rd District
Mimi Hall, Vice-Chair, 4th District
Jeff Engel, 5th District
Allen Hiskey, Clerk of the Board

MEETING MINUTES

ADJOURNED REGULAR MEETING OF THE BOARD OF SUPERVISORS COUNTY OF PLUMAS, STATE OF CALIFORNIA HELD IN QUINCY ON OCTOBER 7, 2025

STANDING ORDERS

Live Stream of Meeting
Members of the public who wish to watch the meeting, are encouraged to view it LIVE ONLINE

ZOOM Participation
Although the County strives to offer remote participation, be advised that remote Zoom participation is provided for convenience only. In the event of a technological malfunction, the only assurance of live comments being received by the Board is to attend in person or submit written comments as outlined below. Except for a noticed, teleconference meeting, the Board of Supervisors reserves the right to conduct the meeting without remote access if we are experiencing technical difficulties.

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Public Comment Opportunity/Written Comment
Members of the public may submit written comments on any matter within the Board's subject matter jurisdiction, regardless of whether the matter is on the agenda for Board consideration or action. Comments will be entered into the administrative record of the meeting. Members of the public are strongly encouraged to submit their comments on agenda and non-agenda items using e-mail address Public@countyofplumas.com

CALL TO ORDER

Roll Call.
Present: Supervisor — District 1 Ceresola, Supervisor — District 2, Chair Goss, Supervisor - District 3; McGowan, Supervisor - District 5 Engel, Supervisor - District 4, Vice-Chair Hall

PLEDGE OF ALLEGIANCE

Commander Pederson with the CHP led the Pledge of Allegiance.

ADDITIONS TO OR DELETIONS FROM THE AGENDA

Chair Goss has requested that Item J.1 and 4.C be removed from the agenda.
Supervisor Engel has requested that item 1.H be pulled off the Consent Agenda.
Motion passed 5/0

PUBLIC COMMENT OPPORTUNITY

Matters under the jurisdiction of the Board, and not on the posted agenda, may be addressed by the general public at the beginning of the regular agenda and any off-agenda matters before the Board for consideration. However, California law prohibits the Board from taking action on any matter which is not on the posted agenda unless it is determined to be an urgency item by the Board of Supervisors. Any member of the public wishing to address the Board during the "Public Comment" period will be limited to a maximum of 3 minutes.

Chair Goss read a letter from Deb Hopkins into the record.
Jerry S. spoke to the Board regarding the High Sierra Music Festival and what the Central Plumas Park & Recreation District activities that they are holding.
Julie T. called in via Zoom and spoke about the COVID vaccine.
Rose B. spoke to the Board regarding the Cat Spay-A-Thon coming up on October 18, 2025.
Julie H. spoke regarding Prop 50. Chair Goss informed her that we would not be taking public comment on that item.
Janet C. asked when the FY 25/26 Budget was adopted.
Several members of the public spoke regarding the County's Strategic Plan in Gennessee Valley.

DEPARTMENT HEAD ANNOUNCEMENTS/REPORTS

Brief announcements by, or brief reports on their activities by County Department Heads (5 minutes)

Marcy DeMartile (Clerk Recorder/Registrar of Voters) updates the Board that ballots have been mailed out on October 6, 2025, and her office has increased security measures in place for the elections.
Sheriff Hermann and Willo (AG Commissioner) update the Board on the recent abatement of the marijuana grow outside Beckwourth. Sheriff Hermann recognizes several promotions in the Sheriff's Office.
Sara J. (Interim HR Director) updates the Board on an offer has been made for the HR Director position that should be filled on October 27, 2025.
Willo V. (AG Commissioner) speaks about hemp.

ACTION AGENDA

A. PLUMAS HOUSING COUNCIL

1) Receive a brief presentation from the Plumas Housing Council; (virtual only) 5-10 Minutes

The Board received a presentation from Ben Hoffman with the Plumas Housing Council.

1. CONSENT AGENDA

These items are expected to be routine and non-controversial. The Board of Supervisors will act upon them at one time without discussion. Any Board members, staff member or interested party may request that an item be removed from the consent agenda for discussion. Additional budget appropriations and/or allocations from reserves will require a four/fifths roll call vote.

Motion: Approve the following consent matters, as submitted, **Action:** Approve, **Moved by** Supervisor - District 5 Engel, **Seconded by** Supervisor - District 1 Ceresola.
Vote: Motion carried by unanimous roll call vote (**summary:** Yes = 5).
Yes: Supervisor - District 1 Ceresola, Supervisor - District 2, Chair Goss, Supervisor - District 3 McGowan, Supervisor - District 5 Engel, Supervisor - District 4, Vice-Chair Hall.

A. BEHAVIORAL HEALTH

1) Approve and authorize Behavioral Health to recruit and fill, funded and allocated, Extra Help Clinical Records Specialist; (No General Fund Impact), State and Federal Funds

2) Approve and authorize Chair to sign and ratify the Second Amendment to the agreement between Plumas County Behavioral Health and Kings View Professional Services, undo changes for Provider Directory Setup and Support Services; (No General Fund Impact) State and Federal Funds; approved as to form by County Counsel.

3) Approve and authorize Chair to ratify and sign an agreement between Plumas County Behavioral Health and Sierra Cascade Family Opportunities for classroom mental health observations, effective July 1, 2025; the first observation will be conducted as in-kind, and additional observations can be completed for a fee of $60.00 per hour. (No General Fund Impact) State and Federal funds; approved as to form by County Counsel.

B. CLERK OF THE BOARD

1) Approve the Meeting Minutes for all meetings held in September 2025, as submitted.

C. SHERIFF'S OFFICE

1) Approve and authorize Chair to ratify and sign an agreement between Plumas County Sheriff's Office and Got Power, Inc., to provide generator backup maintenance, effective June 1, 2025, not to exceed $9,999.00; (Non General Fund Impact) as approved in FY25/26 adopted budget 70331 / 520907 (AB443 / Equipment Maintenance); approved as to form by County Counsel.

2) Approve and authorize Chair to ratify and sign an agreement between Plumas County Sheriff's Office and DeMartile Automotive, to provide general automotive repairs and services; effective October 1, 2025; not to exceed $40,000.00; (General Fund Impact) as approved in FY25/26 adopted budget (various budgets); approved as to form by County Counsel.

D. SOLID WASTE

1) Approve and authorize Chair to sign Amendment No. 1 to PWSW 25-006 between Plumas County Public Works and Vestra Resources Inc., adding additional tasks and increasing the total compensation to $25,190; No General Fund Impact; Solid Waste funds; approved as to form by County Counsel.

E. PUBLIC WORKS/ROADS

1) Approve and authorize Chair to sign an agreement between Plumas County Public Works and Gridley Country Ford; not to exceed $25,000.00; (No General Fund Impact); Road Funds; approved as to form by County Counsel.

2) Adopt **RESOLUTION** submitted by the Department of Public Works Approving to Receive Grant Funds from State of California, Dept. of Parks & Recreation, Off-Highway Vehicle Grant Funds (OHV) for the OHV Grant Program; (No General Fund Impact) (OHV Grant); approved as to form by County Counsel.

Motion: Approve Adopt **RESOLUTION No. 25-9065** submitted by the Department of Public Works Approving to Receive Grant Funds from State of California, Dept. of Parks & Recreation, Off-Highway Vehicle Grant Funds (OHV) for the OHV Grant Program; (No General Fund Impact) (OHV Grant); approved as to form by County Counsel., **Action:** Approve, **Moved by** Supervisor - District 5 Engel, **Seconded by** Supervisor - District 3 McGowan.
Vote: Motion Passed by unanimous roll call vote (**summary:** Yes = 5).
Yes: Supervisor - District 1 Ceresola, Supervisor - District 2, Chair Goss, Supervisor - District 3 McGowan, Supervisor - District 5 Engel, Supervisor - District 4, Vice-Chair Hall.

3) Informational: Beckwourth-Calpine Rd (A23) (CR 109) overlay project is out to bid. No general fund impact.

F. COUNTY COUNSEL

1) Approve and authorize Chair to ratify and sign an agreement between Plumas County and Kelly Lynn Beck, Attorney at Law to provide court-appointed counsel to indigent conservatees who fall within certain provisions and the Probate and/or Welfare and Institutions Code; effective September 22, 2025; not to exceed $30,000.00; (General Fund Impact) as approved in FY25/26 adopted budget (20320-Public Defender/525900-Conservatorship Counsel); approved as to form by County Counsel.

G. FACILITY SERVICES & AIRPORTS

1) Approve and authorize Board Chair to waive rental fees for the use of the Almanor Rec Center by Chester High School for their annual Homecoming Dance. General Fund impact is a loss of revenue of $200.

2) Approve and authorize Board Chair to waive fees for the use of the Courthouse grounds for the annual Safe Trick-or-Treat community event sponsored by the Quincy Chamber of Commerce. General Fund will be impacted by a loss of revenue of $80 by waiving the fees for this event.

H. FISH & GAME COMMISSION

1) The Fish & Game Commission respectfully requests $30,000 from 2050052/524670 (PG&E Settle Expense) to reimburse Almanor Fishing Association toward their purchase of the design and fabrication of the docks surrounding the fish cages.

THIS ITEM WAS PULLED OFF THE CONSENT CALENDAR

Motion: The Fish & Game Commission respectfully requests $30,000 from 2050052/524670 (PG&E Settle Expense) to reimburse Almanor Fishing Association toward their purchase of the design and fabrication of the docks surrounding the fish cages., **Action:** Approve, **Moved by** Supervisor - District 5 Engel, **Seconded by** Supervisor - District 1 Ceresola.
Vote: Motion Passed by unanimous roll call vote (**summary:** Yes = 5).
Yes: Supervisor - District 1 Ceresola, Supervisor - District 2, Chair Goss, Supervisor - District 3 McGowan, Supervisor - District 5 Engel, Supervisor - District 4, Vice-Chair Hall.
Supervisor Engel comments
Supervisor McGowan comments
Martee Niemann (Auditor-Controller) comments

I. PUBLIC HEALTH AGENCY

1) Adopt **RESOLUTION** Authorizing the Public Health Agency Director to Execute and Submit Associated Documents for the Federal Funding Under FTA Section 5310(Enhanced Mobility of Seniors and Individuals with Disabilities Program) with California Department of Transportation; (No General Fund Impact) Senior Transportation; approved as to form by County Counsel.

Motion: Approve Adopt **RESOLUTION No. 25-9066** Authorizing the Public Health Agency Director to Execute and Submit Associated Documents for the Federal Funding Under FTA Section 5310(Enhanced Mobility of Seniors and Individuals with Disabilities Program) with California Department of Transportation; (No General Fund Impact) Senior Transportation; approved as to form by County Counsel. , **Action:** Approve, **Moved by** Supervisor - District 5 Engel, **Seconded by** Supervisor - District 1 Ceresola.
Vote: Motion Passed by unanimous roll call vote (**summary:** Yes = 5).
Yes: Supervisor - District 1 Ceresola, Supervisor - District 2, Chair Goss, Supervisor - District 3 McGowan, Supervisor - District 5 Engel, Supervisor - District 4, Vice-Chair Hall.

2) Approve and authorize Chair to ratify and sign an agreement between Plumas County Public Health Agency and Plumas District Hospital for a Nurse Midwife; effective Sept. 1, 2025; $100/ hr, not to exceed 40 hrs/ week; (No General Fund Impact) (clinic grants); approved as to form by County Counsel.

3) Approve and authorize Chair to ratify and sign an agreement between Plumas County Public Health Agency and American Valley Community Services District to collect a wastewater specimen for communicable disease surveillance, effective July 1, 2025; not to exceed $10,000; (No General Fund Impact) (ELC3); approved as to form by County Counsel.

4) Approve and authorize Chair to ratify and sign an agreement between Plumas County Public Health Agency and Plumas County Department of Social Services for use of a bilingual coordinator; effective July 1, 2025; not to exceed $52,507.00; (No General Fund Impact) (CASPHI); approved as to form by County Counsel.

J. SOCIAL SERVICES

1) Approve and authorize Social Services to recruit and fill, funded and allocated, vacant .5 FTE Deputy Public Guardian; due to retirement; (No General Fund Impact) Realignment funds.

THIS ITEM WAS PULLED OFF THE AGENDA PER THE INTERIM SOCIAL SERVICES DIRECTOR AND MOVED TO OCTOBER 14, 2025.

K. PLANNING

1) Approve and authorize the Planning Department to recruit and fill, funded and allocated, vacant 1.0 FTE Community Outreach Coordinator; 0.67 FTE (General Fund Impact) as approved in FY 25/26 Planning Department (20490) adopted budget; 0.33 FTE (Non General Fund Impact) as approved in FY 25/26 County Administrative Officer (20030) under Subaward No. C755_PO#689 Rural Community Assistance Corporation (Building Rural Economies Program).

2. SPECIAL DISTRICTS GOVERNED BY BOARD OF SUPERVISORS

The Board of Supervisors sits as the Governing Board for various special districts in Plumas County including Dixie Valley Community Services District; Walker Ranch Community Services District; Plumas County Flood Control and Water Conservation District; Beckwourth County Service Area, Quincy Lighting District; and Crescent Mills Lighting District.

A. ADJOURN AS THE BOARD OF SUPERVISORS

B. CONVENE AS FLOOD CONTROL & CONSERVATION DISTRICT

1) Approve and authorize Chair to sign an agreement between Plumas County Flood Control & Water Conservation District and Taylorsville Mill Race Group, Inc.; effective October 7, 2025; not to exceed $513,070; (No General Fund Impact); Flood Control; approved as to form by County Counsel; discussion and possible action.

Motion: Approve and authorize Chair to sign an agreement between Plumas County Flood Control & Water Conservation District and Taylorsville Mill Race Group, Inc.; effective October 7, 2025; not to exceed $513,070; (No General Fund Impact); Flood Control; approved as to form by County Counsel; discussion and possible action., **Action:** Approve, **Moved by** Supervisor - District 1 Ceresola, **Seconded by** Supervisor - District 5 Engel.
Vote: Motion Passed by unanimous roll call vote (**summary:** Yes = 5).
Yes: Supervisor - District 1 Ceresola, Supervisor - District 2, Chair Goss, Supervisor - District 3 McGowan, Supervisor - District 5 Engel, Supervisor - District 4, Vice-Chair Hall.

Rob Thorman presents

C. ADJOURN AS FLOOD CONTROL AND CONSERVATION DISTRICT AND RECONVENE AS THE BOARD OF SUPERVISORS

3. DEPARTMENTAL MATTERS

A. BEHAVIORAL HEALTH - Sharon Sousa

1) Approve and authorize Plumas County Behavioral Health to pay Shasta Regional Medical Group-Psychiatric a non-contract invoice for specialty mental health services $1,224.57; (No General Fund Impact) State and Federal Funds; discussion and possible action.

Motion: Approve and authorize Plumas County Behavioral Health to pay Shasta Regional Medical Group-Psychiatric a non-contract invoice for specialty mental health services $1,224.57; (No General Fund Impact) State and Federal Funds; discussion and possible action., **Action:** Approve, **Moved by** Supervisor - District 3 McGowan, **Seconded by** Supervisor - District 5 Engel.
Vote: Motion Passed by unanimous roll call vote (**summary:** Yes = 5).
Yes: Supervisor - District 1 Ceresola, Supervisor - District 2, Chair Goss, Supervisor - District 3 McGowan, Supervisor - District 5 Engel, Supervisor - District 4, Vice-Chair Hall.
Lisa Beck presents

2) Approve and authorize Plumas County Behavioral Health to pay Sutter Center for Psychiatry, a non-contract $103,533.39 invoice for a 31-day psychiatric stay; (No General Fund Impact) State and Federal funds will cover this invoice; discussion and possible action.

Motion: Approve and authorize Plumas County Behavioral Health to pay Sutter Center for Psychiatry, a non-contract $103,533.39 invoice for a 31-day psychiatric stay; (No General Fund Impact) State and Federal funds will cover this invoice; discussion and possible action., **Action:** Approve, **Moved by** Supervisor - District 3 McGowan, **Seconded by** Supervisor - District 5 Engel.
Vote: Motion Passed by unanimous roll call vote (**summary:** Yes = 5).
Yes: Supervisor - District 1 Ceresola, Supervisor - District 2, Chair Goss, Supervisor - District 3 McGowan, Supervisor - District 5 Engel, Supervisor - District 4, Vice-Chair Hall.
Lisa Beck presents

3) Approve and authorize Plumas County Behavioral Health to pay Adventist Health Vallejo a non-contract $66,323.31 invoice for a psychiatric stay; (No General Fund Impact) Federal and State funds will cover this bill; discussion and possible action.

Motion: Approve and authorize Plumas County Behavioral Health to pay Adventist Health Vallejo a non-contract $66,323.31 invoice for a psychiatric stay; (No General Fund Impact) Federal and State funds will cover this bill; discussion and possible action., **Action:** Approve, **Moved by** Supervisor - District 3 McGowan, **Seconded by** Supervisor - District 5 Engel.
Vote: Motion Passed by unanimous roll call vote (**summary:** Yes = 5).
Yes: Supervisor - District 1 Ceresola, Supervisor - District 2, Chair Goss, Supervisor - District 3 McGowan, Supervisor - District 5 Engel, Supervisor - District 4, Vice-Chair Hall.
Lisa Beck presents

B. SHERIFF'S OFFICE - Chad Hermann

1) Approve and authorize Chair to sign an agreement between Plumas County Sheriff's Office and Bounce Imaging for the fixed asset purchase of Deployable camera system; total not to exceed $18,000; (No General Fund Impact) State funds; discussion and possible action.

Motion: Approve and authorize Chair to sign an agreement between Plumas County Sheriff's Office and Bounce Imaging for the fixed asset purchase of Deployable camera system; total not to exceed $18,000; (No General Fund Impact) State funds; discussion and possible action. , **Action:** Approve, **Moved by** Supervisor - District 5 Engel, **Seconded by** Supervisor - District 3 McGowan.
Vote: Motion Passed by unanimous roll call vote (**summary:** Yes = 5).
Yes: Supervisor - District 1 Ceresola, Supervisor - District 2, Chair Goss, Supervisor - District 3 McGowan, Supervisor - District 5 Engel, Supervisor - District 4, Vice-Chair Hall.
Sheriff Hermann presents

2) Approve and authorize a fixed asset purchase from Motorola Solutions for the fixed asset purchase of 4 mobile radios for patrol vehicles; total not to exceed $40,000.00; (No General Fund Impact) Homeland Security FY2023 / Communication Equipment (70386 / 542200). Master Purchase Agreement approved as to form by County Counsel; discussion and possible action. **Four/Fifths roll call vote.**

Motion: Approve and authorize a fixed asset purchase from Motorola Solutions for the fixed asset purchase of 4 mobile radios for patrol vehicles; total not to exceed $40,000.00; (No General Fund Impact) Homeland Security FY2023 / Communication Equipment (70386 / 542200). Master Purchase Agreement approved as to form by County Counsel; discussion and possible action. **Four/Fifths roll call vote.** , **Action:** Approve, **Moved by** Supervisor - District 3 McGowan, **Seconded by** Supervisor - District 5 Engel.
Vote: Motion Passed by unanimous roll call vote (**summary:** Yes = 5).
Yes: Supervisor - District 1 Ceresola, Supervisor - District 2, Chair Goss, Supervisor - District 3 McGowan, Supervisor - District 5 Engel, Supervisor - District 4, Vice-Chair Hall.
Sheriff Hermann presents

C. PUBLIC WORKS/ROAD - Rob Thorman

1) Update on proposal for Court Street access to and from Main Street(State Route 70); discussion and possible action.

Motion: Amend work with Cal Trans Update on proposal for Court Street access to and from Main Street(State Route 70); discussion and possible action., **Action:** Approve, **Moved by** Supervisor - District 5 Engel, **Seconded by** Supervisor - District 3 McGowan.
Vote: Motion Passed by unanimous roll call vote (**summary:** Yes = 5).
Yes: Supervisor - District 1 Ceresola, Supervisor - District 2, Chair Goss, Supervisor - District 3 McGowan, Supervisor - District 5 Engel, Supervisor - District 4, Vice-Chair Hall.
Rob Thorman (Public Works Director) presents
Supervisors Hall, McGowan, Engel, Ceresola comment
Bill M. comments
Lori S. comments
Willo comments
Janet C. comments

D. LIBRARY - Dora Mitchell

1) Adopt **RESOLUTION** to authorize the Plumas County Librarian to execute the Grant Funding Agreement ZIP 25-65; in the amount of $16,400 (General Fund Impact) as approved in FY25/26 adopted budget (20670/ 524515); approved as to form by County Counsel; discussion and possible action. **Roll call vote**

Motion: Approve Adopt **RESOLUTION No. 25-9067** to authorize the Plumas County Librarian to execute the Grant Funding Agreement ZIP 25-65; in the amount of $16,400 (General Fund Impact) as approved in FY25/26 adopted budget (20670/ 524515); approved as to form by County Counsel; discussion and possible action. **Roll call vote**, **Action:** Approve, **Moved by** Supervisor - District 5 Engel, **Seconded by** Supervisor - District 1 Ceresola.
Vote: Motion Passed by unanimous roll call vote (**summary:** Yes = 5).
Yes: Supervisor - District 1 Ceresola, Supervisor - District 2, Chair Goss, Supervisor - District 3 McGowan, Supervisor - District 5 Engel, Supervisor - District 4, Vice-Chair Hall.
County Librarian Dora Mitchell presents via Zoom

E. PUBLIC HEALTH AGENCY - Nicole Reinert

1) Approve and authorize Chair to sign a purchase agreement between Plumas County Public Health Agency and Carahsoft Technology Corp. to purchase PLUS_AI-491 as identified in the purchase agreement attached.; effective (upon execution); not to exceed ($26,881.80); (No General Fund Impact) (Opioid Settlement Funding); approved as to form by County Counsel; discussion and possible action.

Motion: Approve and authorize Chair to sign a purchase agreement between Plumas County Public Health Agency and Carahsoft Technology Corp. to purchase PLUS_AI-491 as identified in the purchase agreement attached.; effective (upon execution); not to exceed ($26,881.80); (No General Fund Impact) (Opioid Settlement Funding); approved as to form by County Counsel; discussion and possible action., **Action:** Approve, **Moved by** Supervisor - District 5 Engel, **Seconded by** Supervisor - District 1 Ceresola.
Vote: Motion Passed by unanimous roll call vote (**summary:** Yes = 5).
Yes: Supervisor - District 1 Ceresola, Supervisor - District 2, Chair Goss, Supervisor - District 3 McGowan, Supervisor - District 5 Engel, Supervisor - District 4, Vice-Chair Hall.
Derek D. presents

F. HUMAN RESOURCES - Sara James

1) Presentation from Interim Human Resources Director, Sara James, regarding progress of salary study; discussion and possible direction.

Discussion item only, no action was taken.

2) Adopt **RESOLUTION** to amend Fiscal Year 2025-2026 Social Services Director/Public Guardian, Public Conservator Job Description/Classification to increase base wage to $58.00/hour; (No General Fund Impact); approved as to form by County Counsel; discussion and possible action. **Roll call vote**

Motion: Approve Adopt **RESOLUTION No. 25-9068** to amend Fiscal Year 2025-2026 Social Services Director/Public Guardian, Public Conservator Job Description/Classification to increase base wage to $58.00/hour; (No General Fund Impact); approved as to form by County Counsel; discussion and possible action. **Roll call vote**, **Action:** Approve, **Moved by** Supervisor - District 4, Vice-Chair Hall, **Seconded by** Supervisor - District 3 McGowan.
Vote: Motion Passed by unanimous roll call vote (**summary:** Yes = 5).
Yes: Supervisor - District 1 Ceresola, Supervisor - District 2, Chair Goss, Supervisor - District 3 McGowan, Supervisor - District 5 Engel, Supervisor - District 4, Vice-Chair Hall.
Interim HR Director Sara James presents
Supervisor McGowan comments

3) Approve and authorize Human Resources to recruit and fill, funded and allocated, vacant 1.0 FTE Social Services Director/Public Guardian/Public Conservator position; discussion and possible action; (No General Fund Impact).

Motion: Approve and authorize Human Resources to recruit and fill, funded and allocated, vacant 1.0 FTE Social Services Director/Public Guardian/Public Conservator position; discussion and possible action; (No General Fund Impact)., **Action:** Approve, **Moved by** Supervisor - District 4, Vice-Chair Hall, **Seconded by** Supervisor - District 3 McGowan.
Vote: Motion Passed by unanimous roll call vote (**summary:** Yes = 5).
Yes: Supervisor - District 1 Ceresola, Supervisor - District 2, Chair Goss, Supervisor - District 3 McGowan, Supervisor - District 5 Engel, Supervisor - District 4, Vice-Chair Hall.
Interim HR Director Sara James presents

4. BOARD OF SUPERVISORS

A. APPOINTMENTS

1) Appoint Michael Maisler to the Chester Design Review Committee, representing District 4; discussion and possible action.

THIS ITEM WAS PULLED OFF THE AGENDA AT THE REQUEST OF VICE CHAIR HALL

B. Approve and authorize Chair to sign an Employment Agreement between Plumas County and Keli Ward as a contract employee to perform the duties of the Plumas County Disaster Recovery Coordinator job classification for a limited term, beginning on October 8, 2025, and ending on June 30, 2028; approved as to form by County Counsel; discussion and possible action.

Motion: Approve and authorize Chair to sign an Employment Agreement between Plumas County and Keli Ward as a contract employee to perform the duties of the Plumas County Disaster Recovery Coordinator job classification for a limited term, beginning on October 8, 2025, and ending on June 30, 2028; approved as to form by County Counsel; discussion and possible action., **Action:** Approve, **Moved by** Supervisor - District 3 McGowan, **Seconded by** Supervisor - District 4, Vice-Chair Hall.
Vote: Motion Passed by unanimous roll call vote (**summary:** Yes = 5).
Yes: Supervisor - District 1 Ceresola, Supervisor - District 2, Chair Goss, Supervisor - District 3 McGowan, Supervisor - District 5 Engel, Supervisor - District 4, Vice-Chair Hall.
Planning Director Ferguson presents
Chair Goss comments
Supervisor McGowan comments

C. Discussion and possible action regarding adopting a **RESOLUTION** opposing Proposition 50; **Roll call vote.**

THIS ITEM WAS NOT DISCUSSED.

D. Approve the Chair to sign a Letter of Support to Senator Alex Padilla regarding the Fix Our Forests Act (FOFA); discussion and possible action/direction to staff.

THIS ITEM WAS TABLED FOR A LATER DATE AT THE REQUEST OF THE CHAIR

E. CORRESPONDENCE AND WEEKLY REPORTS BY BOARD MEMBERS OF MEETINGS ATTENDED, KEY TOPICS, PROJECT UPDATES, STANDING COMMITTEES AND APPOINTED BOARDS AND ASSOCIATIONS

Reported by Supervisor Hall regarding matters related to County Government and included she will be holding another Town Meeting on October 16, 2025 at 6:30pm in the Quincy Library, CHP new building, and Quincy La Porte Cemetery District

Reported by Supervisor McGowan regarding matters related to County Government and included RERC Meeting, and a meeting with PG&E

Reported by Supervisor Goss regarding matters related to County Government and included anteing RCRC Meeting, Commercial Development Meeting and meetings in Greenville.

Reported by Supervisor Engel regarding matters related to County Government and included Code Enforcement meeting and a Town Hall Meeting for Supervisor Hall.

5. CLOSED SESSION

ANNOUNCE ITEMS TO BE DISCUSSED IN CLOSED SESSION

A. Personnel: Public Employee Performance Evaluation - Grants Manager

B. Personnel: Public employee appointment or employment - County Administrative Officer

C. PERSONNEL: PUBLIC EMPLOYEE APPOINTMENT OR EMPLOYMENT - RISK MANAGER

D. Conference with Labor Negotiator regarding employee negotiations: Sheriff's Administrative Unit; Sheriff's Department Employees Association; Operating Engineers Local #3; Confidential Employees Unit; Probation; Unrepresented Employees and Appointed Department Heads

E. Conference with real property negotiator pursuant to Gov. Code § 54956.8, regarding: APN 125-302-003. Agency Negotiator: Joshua Brechtel, Negotiating Party: City of Portola, Discussion of Terms of Payment

F. Conference with real property negotiator pursuant to Gov. Code § 54956.8, regarding: APN 117-360-001Agency Negotiator: Joshua Brechtel, Negotiating Party: Quincy Fire Protection District, Discussion of Terms of Payment

G. Conference with Legal Counsel: Significant exposure to litigation pursuant to Subdivision (d)(2) and (e)(1) of Government Code Section 54956.9 (2 cases)

H. Conference with Legal Counsel: Claim Against the County, filed by Chavez, Merkel: received September 12, 2025.

REPORT OF ACTION IN CLOSED SESSION (IF APPLICABLE)

Chair Goss reported the following reportable actions taken during closed session.

Items 5.A,C,D,E,F,G (No Reportable Action).
5.B Offered Made
Item 5.H Claim Denied

6. ADJOURNMENT

Adjourned meeting to Tuesday, October 14, 2025, Board of Supervisors Room 308, Courthouse, Quincy, California

Board of Supervisors

Dwight Ceresola, 1st District
Kevin Goss, Chair, 2nd District
Thomas McGowan, 3rd District
Mimi Hall, Vice Chair, 4th District
Jeff Engel, 5th District
Allen Hiskey, Clerk of the Board

MEETING MINUTES

ADJOURNED REGULAR MEETING OF THE BOARD OF SUPERVISORS COUNTY OF PLUMAS, STATE OF CALIFORNIA HELD IN QUINCY ON OCTOBER 14, 2025

STANDING ORDERS

Live Stream of Meeting
Members of the public who wish to watch the meeting, are encouraged to view it LIVE ONLINE

ZOOM Participation
Although the County strives to offer remote participation, be advised that remote Zoom participation is provided for convenience only. In the event of a technological malfunction, the only assurance of live comments being received by the Board is to attend in person or submit written comments as outlined below. Except for a noticed, teleconference meeting, the Board of Supervisors reserves the right to conduct the meeting without remote access if we are experiencing technical difficulties.

The Plumas County Board of Supervisors meeting is accessible for public comment via live streaming at: https://zoom.us/j/94875867850?pwd=SGlSeGpLVG9wQWtRSnNUM25mczlvZz09 or by phone at: Phone Number 1-669-900-9128; Meeting ID: 948 7586 7850. Passcode: 261352

Public Comment Opportunity/Written Comment
Members of the public may submit written comments on any matter within the Board's subject matter jurisdiction, regardless of whether the matter is on the agenda for Board consideration or action. Comments will be entered into the administrative record of the meeting. Members of the public are strongly encouraged to submit their comments on agenda and non-agenda items using e-mail address Public@countyofplumas.com

CALL TO ORDER

Roll Call.
Present: Supervisor - District 2, Chair Goss, Supervisor - District 3 McGowan, Supervisor - District 5 Engel, Supervisor - District 4, Vice-Chair Hall
Excused: Supervisor - District 1 Ceresola

PLEDGE OF ALLEGIANCE

Roni Towery led the Pledge of Allegiance.

ADDITIONS TO OR DELETIONS FROM THE AGENDA

There are no additions or deletions to the agenda.

PUBLIC COMMENT OPPORTUNITY

Matters under the jurisdiction of the Board, and not on the posted agenda, may be addressed by the general public at the beginning of the regular agenda and any off-agenda matters before the Board for consideration. However, California law prohibits the Board from taking action on any matter which is not on the posted agenda unless it is determined to be an urgency item by the Board of Supervisors. Any member of the public wishing to address the Board during the "Public Comment" period will be limited to a maximum of 3 minutes.

Josh H. spoke regarding the following information from the Plumas Sun: https://plumassun.org/2025/09/21/unburned/
Julie T. called in via Zoom to discuss the COVID-19 vaccine.
Several comments regarding the Strategic Plan in Genesee Valley
Michaelea T. called in via Zoom wanting to get on the next available agenda.
Deb H. commented about the Chinese cemetery
Linda M. comments regarding the ENGIE project

DEPARTMENT HEAD ANNOUNCEMENTS/REPORTS

Brief announcements by, or brief reports on their activities by County Department Heads

Marcy DeMartile (Clerk Recorder/Registrar of Voters) updates the Board and the public on introducing her staff and asks that everyone respect each other. Also updates the Board on County elections.
Paul Russell (Museum Director) updates the Board on the upcoming book launch for Richard Burrell.
Tracey Ferguson (Planning Director) introduces the new Disaster Recovery Coordinator to the Board and the public.
Nicole Reinert (Public Health Director) updates the Board on recent activities in her department.

ACTION AGENDA

A. Receive an update from Firewise Council (Presentation Only 10 Minutes)

The Board received a presentation from Firewise Council.
Josh Hart comments
Janet C. comments

B. Receive an update from Alliance for Workforce Development (Presentation Only 10 Minutes)

The Board received a presentation from Alliance for Workforce Development.

1. CONSENT AGENDA

These items are expected to be routine and non-controversial. The Board of Supervisors will act upon them at one time without discussion. Any Board members, staff member or interested party may request that an item be removed from the consent agenda for discussion. Additional budget appropriations and/or allocations from reserves will require a four/fifths roll call vote.

Motion: Approve the following consent matters, as submitted, **Action:** Approve, **Moved by** Supervisor - District 3 McGowan, **Seconded by** Supervisor - District 5 Engel.
Vote: Motion carried by unanimous roll call vote (**summary:** Yes = 4).
Yes: Supervisor - District 2, Chair Goss, Supervisor - District 3 McGowan, Supervisor - District 5 Engel, Supervisor - District 4, Vice-Chair Hall.

A. FACILITY SERVICES & AIRPORTS

1) Approve and authorize Board Chair to sign Lease Agreement between County of Plumas and The Indian Valley Riding and Roping Club, Inc. for the use of the rodeo grounds in Taylorsville. Five (5) year agreement does not collect any rent payment and is in place to allow use of the County-owned property for the betterment of local community; approved as to form by County Counsel.

B. LIBRARY

1) Approve and authorize Library to recruit and fill extra-help Library Aide; (General Fund Impact) as approved in FY25/26 adopted budget.

2) Approve and authorize Library to recruit and fill one extra-help Bookmobile Library Assistant; (General Fund Impact) as approved in FY25/26 adopted budget.

C. PUBLIC HEALTH AGENCY

1) Approve and authorize the Public Health Agency to recruit and fill, funded and allocated, vacant one full-time Management Analyst I/II position; (No General Fund Impact) (realignment).

2) Approve and authorize Chair to ratify and sign an agreement between Plumas County Public Health Agency **and** Plumas County Social Services, **and** Plumas County Probation Department to provide the interdepartmental use of a Public Health Nurse for the Health Care Program for Children in Foster Care; effective July 1, 2025; not to exceed $79,500.00; (No General Fund Impact) (HCPCFC); approved as to form by County Counsel.

3) Approve and authorize Chair to ratify and sign an agreement between Plumas County Public Health Agency and Fiscal Experts Inc for access, maintenance, and technical support of their online time study platform; effective July 1, 2025; not to exceed $15,000.00; (No General Fund Impact) (MAA); approved as to form by County Counsel.

D. SHERIFF'S OFFICE

1) Approve and authorize Plumas County Sheriff's Office to recruit and fill one full-time Correctional Sergeant; due to resignation; (General Fund Impact) as approved in FY25/26 adopted budget.

E. SOCIAL SERVICES

1) Approve and authorize Social Services to recruit and fill, funded and allocated, vacant .5 FTE Deputy Public Guardian; due to retirement; (General Fund Impact) as approved in the FY 25/26 adopted budget (20340 - Public Guardian)

2. DEPARTMENTAL MATTERS

A. ENVIRONMENTAL HEALTH - Rob Robinette

1) Pursuant to the "Plumas County Overnight Vehicle Assignment Policy", authorize the Director of Environmental Health to assign a vehicle to an Environmental Health inspector for the reasons of efficiency, economy, and safety; discussion and possible action.

Motion: Approve Pursuant to the "Plumas County Overnight Vehicle Assignment Policy", authorize the Director of Environmental Health to assign a vehicle to an Environmental Health inspector for the reasons of efficiency, economy, and safety; discussion and possible action., **Action:** Approve, **Moved by** Supervisor - District 5 Engel, **Seconded by** None.
Vote: Motion Passed by unanimous roll call vote (**summary:** Yes = 4).
Yes: Supervisor - District 2, Chair Goss, Supervisor - District 3 McGowan, Supervisor - District 5 Engel, Supervisor - District 4, Vice-Chair Hall.
Environmental Health Director Rob Robinette presents

B. SHERIFF'S OFFICE - Chad Hermann

1) Approve and authorize Chair to sign an agreement between Plumas County Sheriff's Office and Axon Enterprise, Inc., to provide tasers, supplies and training, effective November 1, 2025, to October 31, 2030, not to exceed a total of $140,000; annual payments of $26,241 (No General Fund Impact) as approved in FY25/26 adopted budget 70356/520940 (Sheriff Supplemental Law Enforcement Services Fund/Safety Equipment); approved as to form by County Counsel; discussion and possible action.

Motion: Approve and authorize Chair to sign an agreement between Plumas County Sheriff's Office and Axon Enterprise, Inc., to provide tasers, supplies and training, effective November 1, 2025, to October 31, 2030, not to exceed a total of $140,000; annual payments of $26,241 (No General Fund Impact) as approved in FY25/26 adopted budget 70356/520940 (Sheriff Supplemental Law Enforcement Services Fund/Safety Equipment); approved as to form by County Counsel; discussion and possible action., **Action:** Approve, **Moved by** Supervisor - District 5 Engel, **Seconded by** Supervisor - District 3 McGowan.
Vote: Motion Passed by unanimous roll call vote (**summary:** Yes = 4).
Yes: Supervisor - District 2, Chair Goss, Supervisor - District 3 McGowan, Supervisor - District 5 Engel, Supervisor - District 4, Vice-Chair Hall.
Roni Towery presents
Supervisor Hall comments

3. BOARD OF SUPERVISORS

A. The Quincy La Porte Cemetery District requests a loan from the County of $50,000 to cover estimated payroll and operating expenses through December 2025. The loan, if approved, shall be repaid by December 2025, with interest; and authorize the Chair to sign the Loan Agreement; approved as to form by County Counsel; discussion and possible action.

Motion: Approve The Quincy La Porte Cemetery District requests a loan from the County of $50,000 to cover estimated payroll and operating expenses through December 2025. The loan, if approved, shall be repaid by December 2025, with interest; and authorize the Chair to sign the Loan Agreement; approved as to form by County Counsel; discussion and possible action., **Action:** Approve, **Moved by** Supervisor - District 4, Vice-Chair Hall, **Seconded by** Supervisor - District 3 McGowan.
Vote: Motion Passed by unanimous roll call vote (**summary:** Yes = 4).
Yes: Supervisor - District 2, Chair Goss, Supervisor - District 3 McGowan, Supervisor - District 5 Engel, Supervisor - District 4, Vice-Chair Hall.
Supervisor Hall presents
MOTION IS TO PAY THE LOAN OUT OF CONTINGENCIES.

B. Adopt **RESOLUTION** approving Vision, Mission, and Values Statements for Plumas County's inaugural organizational Strategic Plan, establishing a foundation for future goals, priorities, and resource planning; approved as to form by County Counsel; **Roll call vote**

Motion: Approve Adopt **RESOLUTION No. 25-9069** approving Vision, Mission, and Values Statements for Plumas County's inaugural organizational Strategic Plan, establishing a foundation for future goals, priorities, and resource planning; approved as to form by County Counsel; **Roll call vote**, **Action:** Approve, **Moved by** Supervisor - District 4, Vice-Chair Hall, **Seconded by** Supervisor - District 2, Chair Goss.
Vote: Motion Passed by unanimous roll call vote (**summary:** Yes = 4).
Yes: Supervisor - District 2, Chair Goss, Supervisor - District 3 McGowan, Supervisor - District 5 Engel, Supervisor - District 4, Vice-Chair Hall.
Grant Manager Zach Gately presents
Supervisor Hall comments
Supervisor McGowan comments
Deb H. comments
Janet C. comments

C. APPOINTMENTS

1) Appoint Joanna Garneau, (At-Large Healthy Children), Supervisor Mimi Hall, (At-Large Healthy Children), Casey Nunn, (At-Large ECE, and Cindy Hogg, (At-Large ECE) to the Plumas County First 5 Commission: discussion and possible action.

Accept the resignation of Brenda Poteete, First 5 Commission member, upon her retirement.

Motion: Approve Appoint Joanna Garneau, (At-Large Healthy Children), Supervisor Mimi Hall, (At-Large Healthy Children), Casey Nunn, (At-Large ECE, and Cindy Hogg, (At-Large ECE) to the Plumas County First 5 Commission; discussion and possible action.

Accept the resignation of Brenda Poteete, First 5 Commission member, upon her retirement., **Action:** Approve, **Moved by** Supervisor - District 3 McGowan, **Seconded by** Supervisor - District 2, Chair Goss.
Vote: Motion Passed by unanimous roll call vote (**summary:** Yes = 4).
Yes: Supervisor - District 2, Chair Goss, Supervisor - District 3 McGowan, Supervisor - District 5 Engel, Supervisor - District 4, Vice-Chair Hall.

D. CORRESPONDENCE AND WEEKLY REPORTS BY BOARD MEMBERS OF MEETINGS ATTENDED, KEY TOPICS, PROJECT UPDATES, STANDING COMMITTEES AND APPOINTED BOARDS AND ASSOCIATIONS

No correspondence was heard this week.

4. CLOSED SESSION

ANNOUNCE ITEMS TO BE DISCUSSED IN CLOSED SESSION

A. Conference with Labor Negotiator regarding employee negotiations: Sheriff's Administrative Unit; Sheriff's Department Employees Association; Operating Engineers Local #3; Confidential Employees Unit; Probation; Unrepresented Employees and Appointed Department Heads

B. Conference with Legal Counsel: Significant exposure to litigation pursuant to Subdivision (d)(2) and (e)(1) of Government Code Section 54956.9 (2 cases)

C. Conference with real property negotiator pursuant to Gov. Code § 54956.8, regarding: Plumas Sierra Regional Courthouse 600 Gulling St., Portola, California. Agency Negotiator: Joshua Brechtel, Negotiating Party: Judicial Council of California, Offer to Purchase Property

D. Personnel: Public Employee Performance Evaluation - Clerk of the Board (Board Only)

E. **TIME CERTAIN: 12:00 P.M.** Conference with Legal Counsel: Significant exposure to litigation pursuant to Subdivision (d)(2) and (e)(1) of Government Code §54956.9

REPORT OF ACTION IN CLOSED SESSION (IF APPLICABLE)

Chair Goss reported there was no reportable action taken during closed session.
Item No. 4.A was not heard.

5. ADJOURNMENT

Adjourned meeting to Tuesday, October 21, 2025, Board of Supervisors Room 308, Courthouse, Quincy, California

Board of Supervisors

Dwight Ceresola, 1st District
Kevin Goss, Chair, 2nd District
Thomas McGowan, 3rd District
Mimi Hall, Vice Chair, 4th District
Jeff Engel, 5th District
Allen Hiskey, Clerk of the Board

MEETING MINUTES

ADJOURNED REGULAR MEETING OF THE BOARD OF SUPERVISORS COUNTY OF PLUMAS, STATE OF CALIFORNIA HELD IN QUINCY ON OCTOBER 21, 2025

STANDING ORDERS

Live Stream of Meeting
Members of the public who wish to watch the meeting, are encouraged to view it LIVE ONLINE

ZOOM Participation
Although the County strives to offer remote participation, be advised that remote Zoom participation is provided for convenience only. In the event of a technological malfunction, the only assurance of live comments being received by the Board is to attend in person or submit written comments as outlined below. Except for a noticed, teleconference meeting, the Board of Supervisors reserves the right to conduct the meeting without remote access if we are experiencing technical difficulties.

The Plumas County Board of Supervisors meeting is accessible for public comment via live streaming at: https://zoom.us/j/94875867850?pwd=SGlSeGpLVG9wQWtRSnNUM25mczlvZz09 or by phone at: Phone Number 1-669-900-9128; Meeting ID: 948 7586 7850. Passcode: 261352

Public Comment Opportunity/Written Comment
Members of the public may submit written comments on any matter within the Board's subject matter jurisdiction, regardless of whether the matter is on the agenda for Board consideration or action. Comments will be entered into the administrative record of the meeting. Members of the public are strongly encouraged to submit their comments on agenda and non-agenda items using e-mail address Public@countyofplumas.com

CALL TO ORDER

Roll Call.
Present: Supervisor - District 1 Ceresola, Supervisor - District 2, Chair Goss, Supervisor - District 3 McGowan, Supervisor - District 5 Engel, Supervisor - District 4, Vice-Chair Hall
Chair Goss calls the meeting to order in memory of Marilynn Mangham

PLEDGE OF ALLEGIANCE

Sue Weber led the Pledge of Allegiance.

ADDITIONS TO OR DELETIONS FROM THE AGENDA

There are no additions or deletions to the agenda.

PUBLIC COMMENT OPPORTUNITY

Matters under the jurisdiction of the Board, and not on the posted agenda, may be addressed by the general public at the beginning of the regular agenda and any off-agenda matters before the Board for consideration. However, California law prohibits the Board from taking action on any matter which is not on the posted agenda unless it is determined to be an urgency item by the Board of Supervisors. Any member of the public wishing to address the Board during the "Public Comment" period will be limited to a maximum of 3 minutes.

Josh H. comments on a publication by the Plumas Sun, and speaks about his organization Feather River Action.
Jamie L. calls in via Zoom and gives the Board an update on the Greenville Safety Center
Julie T. calls in via Zoom and comments about the COVID-19 vaccine.
Janet C. comments on wanting an ENGIE update on the agenda.
Fire Safe Council leaves a handout for the public and Board.
https://plumascounty.us/ArchiveCenter/ViewFile/Item/19047
Chair Goss states that public comment is for matters under the jurisdiction of the Board.

DEPARTMENT HEAD ANNOUNCEMENTS/REPORTS

Brief announcements by, or brief reports on their activities by County Department Heads

Clerk Recorder/Registrar of Voters Marcy DeMartile updates the Board on elections, apprised on some undesirable ballots in Greenville, Taylorsville, and Graeagle. All of their mailing addresses have been verified and those impacted can come into her office and pick up their ballots. Speaks about the security her office is using regarding retrieving the ballots out of the mailbox in front of the Courthouse.
Supervisor Hall asks about write-in ballots.
Planning Director Tracey Ferguson comments on an award that the County recently received.

ACTION AGENDA

A. PLUMAS COUNTY TOURISM

1) Adopt **RESOLUTION** of the Board of Supervisors of the County of Plumas declaring its intention to renew Plumas County Tourism Marketing District (PCTMD) ; approved as to form by County Counsel; discussion and possible action.

Motion: Approve Adopt **RESOLUTION No. 25-9072** of the Board of Supervisors of the County of Plumas declaring its intention to renew Plumas County Tourism Marketing District (PCTMD) ; approved as to form by County Counsel; discussion and possible action., **Action:** Approve, **Moved by** Supervisor - District 4, Vice-Chair Hall, **Seconded by** Supervisor - District 1 Ceresola.
Vote: Motion by unanimous roll call vote (**summary:** Yes = 5).
Yes: Supervisor - District 1 Ceresola, Supervisor - District 2, Chair Goss, Supervisor - District 3 McGowan, Supervisor - District 5 Engel, Supervisor - District 4, Vice-Chair Hall.
Supervisor Hall comments
Supervisor McGowan comments
Julie White (Treasurer-Tax Collector) comments
Supervisor Ceresola comments

Leanne S. comments
Supervisor Engel comments

1. CONSENT AGENDA

These items are expected to be routine and non-controversial. The Board of Supervisors will act upon them at one time without discussion. Any Board members, staff member or interested party may request that an item be removed from the consent agenda for discussion. Additional budget appropriations and/or allocations from reserves will require a four/fifths roll call vote.

Motion: Approve the following consent matters, as submitted, **Action:** Approve, **Moved by** Supervisor - District 5 Engel, **Seconded by** Supervisor - District 1 Ceresola.
Vote: Motion carried by unanimous roll call vote (**summary:** Yes = 5).
Yes: Supervisor - District 1 Ceresola, Supervisor - District 2, Chair Goss, Supervisor - District 3 McGowan, Supervisor - District 5 Engel, Supervisor - District 4, Vice-Chair Hall.

A. SHERIFF'S OFFICE

1) Approve and authorize Chair to ratify and sign an agreement between Plumas County Sheriff's Office and CorrecTek, Inc., to provide electronic medical record software for the Plumas County Correctional Facility; effective October 1, 2025; not to exceed $250,000.00; (No General Fund Impact) Re-Entry Grant Funded through District Attorney's office; approved as to form by County Counsel.

2) Approve and authorize Chair to ratify and sign an agreement between Plumas County Sheriff's Office and Kalleo Technologies, LLC, to provide data storage software to be utilized along with CorrecTek's EMR software; effective July 01, 2025, through June 30, 2027; not to exceed $15,645.21; (No General Fund Impact) Re-Entry Grant Funded through District Attorney's office approved as to form by County Counsel.

B. FACILITY SERVICES

1) Approve and authorize Facility Services to recruit and fill, funded and allocated, vacant 2 FTE 1 Maintenance Worker I and 1 Maintenance Worker II/III; (General Fund Impact) as approved in (FY25/26) adopted budget.

2) Approve and authorize Chair to sign an agreement between Plumas County Facility Services and Pacific Underground Services for Beacon Tower Construction at Gansner Field; effective 10-21-2025; not to exceed ($214,420.00; (No General Fund Impact) FAA and Cal Trans Grant funds and match from Airport Enterprise funds ; approved as to form by County Counsel

C. BUILDING DEPARTMENT

1) Approve and authorize the Building Services Department to recruit and fill, funded and allocated, vacant one (1.0) permanent FTE Permit Technician, due to employee resignation; (General Fund Impact) as approved in FY25-26 adopted budget.

D. PUBLIC HEALTH AGENCY

1) Approve and authorize Chair to sign Amendment No. 1 to the agreement between Plumas County Public Health Agency and Northern California EMS Inc. for an increase in the contracted amount due to a full grant award.(No General Fund Impact) (HPP); approved as to form by County Counsel.

E. SOCIAL SERVICES

1) Approve **RESOLUTION** to amend Fiscal Year 2025-2026 Plumas County Position Allocation for the Plumas County Department of Social Services, Budget Unit #70590, and

   Approve and authorize Social Services Department to recruit and fill, funded and allocated, vacant 1 FTE Staff Services Analyst I/II; due to resignation; (No General Fund Impact) State and Federal, realignment funds.

Motion: Approve **RESOLUTION No. 25-9073** to amend Fiscal Year 2025-2026 Plumas County Position Allocation for the Plumas County Department of Social Services, Budget Unit #70590, and

Approve and authorize Social Services Department to recruit and fill, funded and allocated, vacant 1 FTE Staff Services Analyst I/II; due to resignation; (No General Fund Impact) State and Federal, realignment funds., **Action:** Approve, **Moved by** Supervisor - District 5 Engel, **Seconded by** Supervisor - District 1 Ceresola.
Vote: Motion Passed by unanimous roll call vote (**summary:** Yes = 5).
Yes: Supervisor - District 1 Ceresola, Supervisor - District 2, Chair Goss, Supervisor - District 3 McGowan, Supervisor - District 5 Engel, Supervisor - District 4, Vice-Chair Hall.

2. DEPARTMENTAL MATTERS

A. SHERIFF'S OFFICE - Chad Hermann

1) Approve and authorize a budget transfer in the amount of $398.00 for department #70331 (AB443 - Sheriff's Rural & Small Law Enforcement fund) from services and supplies account #520902 (Vehicle Maintenance) to fixed asset account #544130 (Generator); discussion and possible action. **Four/fifths roll call vote.**

Motion: Approve and authorize a budget transfer in the amount of $398.00 for department #70331 (AB443 - Sheriff's Rural & Small Law Enforcement fund) from services and supplies account #520902 (Vehicle Maintenance) to fixed asset account #544130 (Generator); discussion and possible action. **Four/fifths roll call vote.**, **Action:** Approve, **Moved by** Supervisor - District 5 Engel, **Seconded by** Supervisor - District 1 Ceresola.
Vote: Motion Passed by unanimous roll call vote (**summary:** Yes = 5).
Yes: Supervisor - District 1 Ceresola, Supervisor - District 2, Chair Goss, Supervisor - District 3 McGowan, Supervisor - District 5 Engel, Supervisor - District 4, Vice-Chair Hall.
Sheriff Hermann presents

2) Adopt **RESOLUTION** revising the Sheriff's Patrol Commander and Sheriff Investigations Sergeant/Code Compliance Supervisor Job Classifications; General Fund Impact as approved in the FY 25/26 adopted budget; approved as to form by County Counsel; discussion and possible action. **Roll call vote.**

Motion: Approve Adopt **RESOLUTION No. 25-9074** revising the Sheriff's Patrol Commander and Sheriff Investigations Sergeant/Code Compliance Supervisor Job Classifications; General Fund Impact as approved in the FY 25/26 adopted budget; approved as to form by County Counsel; discussion and possible action. **Roll call vote.**, **Action:** Approve, **Moved by** Supervisor - District 4, Vice-Chair Hall, **Seconded by** Supervisor - District 5 Engel.
Vote: Motion Passed by unanimous roll call vote (**summary:** Yes = 5).
Yes: Supervisor - District 1 Ceresola, Supervisor - District 2, Chair Goss, Supervisor - District 3 McGowan, Supervisor - District 5 Engel, Supervisor - District 4, Vice-Chair Hall.
Sheriff Hermann presents

B. TREASURER/TAX-COLLECTOR - Julie White

1) Authorize Indian Valley Recreation and Park District (IVPRD) to remove funds from the County Treasury Pool in the estimated amount of $594,000, and approve a mutually acceptable date of withdrawal which will be October 23, 2025; discussion and possible action.

Motion: Approve Authorize Indian Valley Recreation and Park District (IVPRD) to remove funds from the County Treasury Pool in the estimated amount of $594,000, and approve a mutually acceptable date of withdrawal which will be October 23, 2025; discussion and possible action., **Action:** Approve, **Moved by** Supervisor - District 2, Chair Goss, **Seconded by** Supervisor - District 5 Engel.
Vote: Motion Passed by unanimous roll call vote (**summary:** Yes = 5).
Yes: Supervisor - District 1 Ceresola, Supervisor - District 2, Chair Goss, Supervisor - District 3 McGowan, Supervisor - District 5 Engel, Supervisor - District 4, Vice-Chair Hall.
Julie White (Treasurer-Tax Collector) presents
Supervisor McGowan comments
Supervisor Hall comments
Chair Goss comments
Sue W. comments
The mutual date of withdrawal will be October 31, 2025.

C. LIBRARY - Dora Mitchell

1) Adopt **RESOLUTION** to authorize the Plumas County Librarian to execute the grant funding agreement number CLLS 25-60; (General Fund Impact) as approved in FY25/26 adopted budget (20675 / 44292); approved as to form by County Counsel; discussion and possible action. **Roll call vote**

Motion: Approve Adopt **RESOLUTION No. 25-9075** to authorize the Plumas County Librarian to execute the grant funding agreement number CLLS 25-60; (General Fund Impact) as approved in FY25/26 adopted budget (20675 / 44292); approved as to form by County Counsel; discussion and possible action. **Roll call vote**, **Action:** Approve, **Moved by** Supervisor - District 3 McGowan, **Seconded by** Supervisor - District 5 Engel.
Vote: Motion Passed by unanimous roll call vote (**summary:** Yes = 5).
Yes: Supervisor - District 1 Ceresola, Supervisor - District 2, Chair Goss, Supervisor - District 3 McGowan, Supervisor - District 5 Engel, Supervisor - District 4, Vice-Chair Hall.
Dora Mitchell (County Librarian) presents via Zoom

3. BOARD OF SUPERVISORS

A. APPOINTMENTS

1) Adopt **RESOLUTION** appointing Joshua Mizrahi as the Plumas County Director of Human Resources, effective October 27, 2025, and adopting the salary, benefits, and terms and conditions of said position.; General Fund Impact, as approved in the FY 25/26 adopted budget; approved as to form by County Counsel; discussion and possible action**. Roll call vote.**

Motion: Approve Adopt **RESOLUTION No. 25-9076** appointing Joshua Mizrahi as the Plumas County Director of Human Resources, effective October 27, 2025, and adopting the salary, benefits, and terms and conditions of said position.; General Fund Impact, as approved in the FY 25/26 adopted budget; approved as to form by County Counsel; discussion and possible action**. Roll call vote.** , **Action:** Approve, **Moved by** Supervisor - District 5 Engel, **Seconded by** Supervisor - District 1 Ceresola.
Vote: Motion by unanimous roll call vote (**summary:** Yes = 5).
Yes: Supervisor - District 1 Ceresola, Supervisor - District 2, Chair Goss, Supervisor - District 3 McGowan, Supervisor - District 5 Engel, Supervisor - District 4, Vice-Chair Hall.
Sara James (Interim County Counsel/Deputy County Counsel) presents
Chair Goss comments

B. Receive and discuss Judicial Council of California's Notice of Preparation (NOP) to prepare an Environmental Impact Report (EIR) compliant with the California Environmental Quality Act (CEGA) for the proposed New Quincy Courthouse and Public Scoping Meeting Scheduled for October 23, 2025, from 6:00PM to 7:00PM at the Plumas Couunty Fairgrounds, Mineral Building, 204 Fairgrounds Road, Quincy,; informational only.

The Board received information from Planning Director Tracey Ferguson.
Supervisor McGowan
Rick F. comments
Supervisor Hall comments

C. Plumas County Board of Supervisors response to the FY 24/25 Grand Jury Report; discussion and possible action.

Motion: Approve Plumas County Board of Supervisors response to the FY 24/25 Grand Jury Report; discussion and possible action., **Action:** Approve, **Moved by** Supervisor - District 5 Engel, **Seconded by** Supervisor - District 1 Ceresola.
Vote: Motion Passed by unanimous roll call vote (**summary:** Yes = 5).
Yes: Supervisor - District 1 Ceresola, Supervisor - District 2, Chair Goss, Supervisor - District 3 McGowan, Supervisor - District 5 Engel, Supervisor - District 4, Vice-Chair Hall.
County Counsel Josh Brechtel presents
Rick F. comments
Janet C. comments
Supervisor Hall comments
Planning Director Tracey Ferguson comments
Human Resource Director Josh Mizrahi comments

D. Adopt **RESOLUTION** of the Board of Supervisors of the County of Plumas Declaring certain property Exempt Surplus Land under the Surplus Land Act; (No General Fund Impact); approved as to form by County Counsel; discussion and possible action. **Roll call vote**

Motion: Approve Adopt **RESOLUTION No. 25-9071** of the Board of Supervisors of the County of Plumas Declaring certain property Exempt Surplus Land under the Surplus Land Act; (No General Fund Impact); approved as to form by County Counsel; discussion and possible action. **Roll call vote**, **Action:** Approve, **Moved by** Supervisor - District 4, Vice-Chair Hall, **Seconded by** Supervisor - District 1 Ceresola.
Vote: Motion Passed by unanimous roll call vote (**summary:** Yes = 5).
Yes: Supervisor - District 1 Ceresola, Supervisor - District 2, Chair Goss, Supervisor - District 3 McGowan, Supervisor - District 5 Engel, Supervisor - District 4, Vice-Chair Hall.
County Counsel Josh Brechtel presents
Darren Beatty comments
Supervisor Hall comments
Planning Director Tracey Ferguson comments

E. Adopt **RESOLUTION** of the Board of Supervisors of Plumas County granting the Real Property consisting of the Parcel described as APN: 117-021-001, to the Plumas Hospital District for the purpose of establishing a Perinatal Center for the Citizens of Plumas County; (No General Fund Impact); approved as to form by County Counsel; discussion and possible action. **Roll call vote**

Motion: Approve Adopt **RESOLUTION No. 25-9070** of the Board of Supervisors of Plumas County granting the Real Property consisting of the Parcel described as APN: 117-021-001, to the Plumas Hospital District for the purpose of establishing a Perinatal Center for the Citizens of Plumas County; (No General Fund Impact); approved as to form by County Counsel; discussion and possible action. **Roll call vote**, **Action:** Approve, **Moved by** Supervisor - District 4, Vice-Chair Hall, **Seconded by** Supervisor - District 1 Ceresola.
Vote: Motion Passed by unanimous roll call vote (**summary:** Yes = 5).
Yes: Supervisor - District 1 Ceresola, Supervisor - District 2, Chair Goss, Supervisor - District 3 McGowan, Supervisor - District 5 Engel, Supervisor - District 4, Vice-Chair Hall.
County Counsel Josh Brechtel presents

F. Approve and authorize Plumas County Board of Supervisors to pay UpState CA. (Shasta-Cascade Wonderland Corporation a non-contract invoice in the amount of $3,000 for advertisement in the 2026 UpState Visitors Guide; (General Fund Impact) use of budget line item (2003052 / 521811); discussion and possible action; **Four/fifths Roll call vote.**

Motion: Approve and authorize Plumas County Board of Supervisors to pay UpState CA. (Shasta-Cascade Wonderland Corporation a non-contract invoice in the amount of $3,000 for advertisement in the 2026 UpState Visitors Guide; (General Fund Impact) use of budget line item (2003052 / 521811); discussion and possible action; **Four/fifths Roll call vote.**, **Action:** Approve, **Moved by** Supervisor - District 4, Vice-Chair Hall, **Seconded by** Supervisor - District 2, Chair Goss.
Vote: Motion Passed by unanimous roll call vote (**summary:** Yes = 5).
Yes: Supervisor - District 1 Ceresola, Supervisor - District 2, Chair Goss, Supervisor - District 3 McGowan, Supervisor - District 5 Engel, Supervisor - District 4, Vice-Chair Hall.
Chair Goss presents

G. November 11, 2025, Board of Supervisors meeting, discussion on whether to have two meetings in November or hold another meeting in the month. Also, the Board of Supervisors and the Clerk of the Board are working on an annual calendar for the meetings, discussion and possible direction to staff.

Motion: Approve November 11, 2025, Board of Supervisors meeting, discussion on whether to have two meetings in November or hold another meeting in the month. Also, the Board of Supervisors and the Clerk of the Board are working on an annual calendar for the meetings, discussion and possible direction to staff., **Action:** Approve, **Moved by** Supervisor - District 3 McGowan, **Seconded by** Supervisor - District 5 Engel.
Vote: Motion Passed by unanimous roll call vote (**summary:** Yes = 5).
Yes: Supervisor - District 1 Ceresola, Supervisor - District 2, Chair Goss, Supervisor - District 3 McGowan, Supervisor - District 5 Engel, Supervisor - District 4, Vice-Chair Hall.
Two meetings will be held in November, on the 4th and 18th.

H. CORRESPONDENCE AND WEEKLY REPORTS BY BOARD MEMBERS OF MEETINGS ATTENDED, KEY TOPICS, PROJECT UPDATES, STANDING COMMITTEES AND APPOINTED BOARDS AND ASSOCIATIONS

Reported by Supervisor Hall regarding matters related to County Government and included having a District 4 Town Hall Meeting.

Reported by Supervisor McGowan regarding matters related to County Government and included attending community events and receiving positive feedback from his district.

Reported by Supervisor Goss regarding matters related to County Government and included meeting with IVCSD on the 10-16-25, LAFCo meeting on 10-20-255, and attending a LAFCo Conference in San Diego from 10-20-2025 to 10-24-2025.

Reported by Supervisor Engel regarding matters related to County Government and included a meeting with Plumas County Code Enforcement.

Reported by Supervisor Ceresola regarding matters related to County Government and included a meeting with SVGWMD for improved irrigation of water and the resupply.

4. CLOSED SESSION

ANNOUNCE ITEMS TO BE DISCUSSED IN CLOSED SESSION

A. Conference with Labor Negotiator regarding employee negotiations: Sheriff's Administrative Unit; Sheriff's Department Employees Association; Operating Engineers Local #3; Confidential Employees Unit; Probation; Unrepresented Employees and Appointed Department Heads

B. Conference with Legal Counsel: Significant exposure to litigation, pursuant to Government Code §54956.9 (b) 1 case.

C. Personnel: Public Employee Performance Evaluation - Clerk of the Board

REPORT OF ACTION IN CLOSED SESSION (IF APPLICABLE)

Chair Goss reported there was no reportable action taken during closed session.

5. ADJOURNMENT

Adjourned meeting to Tuesday, November 4, 2025, Board of Supervisors Room 308, Courthouse, Quincy, California

PLUMAS COUNTY
BOARD OF SUPERVISORS
MEMORANDUM

TO:	**Honorable Chair and Board of Supervisors**
FROM:	**Kevin Goss, Supervisor - District 2, Chair**
MEETING DATE:	**November 4, 2025**
SUBJECT:	**Approve and authorize the Chair to sign an Encroachment Permit Request to Cal Trans for the Annual Veterans Day Parade to be held in Greenville on November 11, 2025, from 11:00am to 12:00pm.**

Recommendation:
Approve and authorize the Chair to sign an Encroachment Permit Request to Cal Trans for the Annual Veterans Day Parade to be held in Greenville on November 11, 2025, from 11:00am to 12:00pm.

Background and Discussion:
Approve and authorize the Chair to sign an Encroachment Permit Request to Cal Trans for the Annual Veterans Day Parade to be held in Greenville on November 11, 2025, from 11:00am to 12:00pm.

Action:

Approve and authorize the Chair to sign an Encroachment Permit Request to Cal Trans for the Annual Veterans Day Parade to be held in Greenville on November 11, 2025, from 11:00am to 12:00pm.

Fiscal Impact:

No General Fund Impact.

Attachments:
1. Encroachment Permit - Annual Greenville Veterans Day Parade

BOARD OF SUPERVISORS

DWIGHT CERESOLA, DISTRICT 1
KEVIN GOSS, CHAIR, DISTRICT 2
TOM MCGOWAN, DISTRICT 3
MIMI HALL, VICE CHAIR, DISTRICT 4
JEFF ENGEL, DISTTRICT 5

November 4, 2025

Department of Transportation (Caltrans)
Attn: Permits Engineer
1000 Center Street
Redding, CA 96001

Attention Permits Engineer

Subject: **Encroachment Permit Request**
2025 Greenville Annual Veterans Day Parade
November 11, 2025, 11:00am – 12:00pm
Greenville, CA

This letter acknowledges that the Plumas County Board of Supervisors has been notified of the above captioned event. The Board of Supervisors has no objection to the issuance of an event permit by Caltrans.

Sincerely,

Kevin Goss, Chair Plumas County Board of Supervisors

Cc: Plumas County Director of Public Works

PLUMAS COUNTY
BOARD OF SUPERVISORS
MEMORANDUM

TO:	**Honorable Chair and Board of Supervisors**
FROM:	**Allen Hiskey, Clerk of the Board**
MEETING DATE:	**November 4, 2025**
SUBJECT:	**Adopt RESOLUTION to honor individuals who have served in the Armed Forces; Operation Green Light — November 4th through November 11th; (No General Fund Impact); approved as to form by County Counsel; discussion and possible action.**

Recommendation:

Adopt **RESOLUTION** to honor individuals who have served in the Armed Forces; Operation Green Light — November 4th through November 11th; (No General Fund Impact); approved as to form by County Counsel; discussion and possible action.

Background and Discussion:

America's counties have a long and proud history of serving our nation's veterans, a legacy that continues to this day as we work with our federal, state and local partners to ensure that the former service members have access to the resources they need to thrive.

This Veterans Day, Plumas County is joining the National Association of Counties (NACo) and the National Association of County Veterans Service Officers (NACVSO) by doing Operation Green Light.

From November 4-11, the County of Plumas will show support for our veterans by lighting the Quincy Courthouse green.

By shining a green light, our veterans will know that they are seen, appreciated and supported.

Action:

Adopt **RESOLUTION** to honor individuals who have served in the Armed Forces; Operation Green Light — November 4th through November 11th; (No General Fund Impact); approved as to form by County Counsel; discussion and possible action.

Fiscal Impact:

General Fund Impact - purchase of green flood lights to light up the County Courthouse.

Attachments:

1. 6924 FINAL

RESOLUTION NO. 25-_____

RESOLUTION TO HONOR INDIVIDUALS WHO HAVE SERVED IN THE ARMED FORCES; OPERATION GREEN LIGHT FOR VETERANS- NOVEMBER 4TH THROUGH NOVEMBER 11TH 2025

WHEREAS, the residents of Plumas County have great respect, admiration, and the utmost gratitude for all the men and women who have selflessly served our country and this community in the Armed Forces; and

WHEREAS, the contributions and sacrifices of those who served in the Armed Forces have been vital in maintaining the freedoms and way of life enjoyed by our citizens; and

WHEREAS, Plumas County seeks to honor individuals who have made countless sacrifices for freedom by placing themselves in harm's way for the good of all; and

WHEREAS, veterans continue to serve our community in the American Legion, Veterans of Foreign Wars, religious groups, and civil service. Veterans also serve as County Veterans Service Officers in 29 states to help fellow former service members access more than $52 billion in federal health, disability, and compensation benefits each year; and

WHEREAS, Approximately 200,000 service members transition to civilian communities annually; and

WHEREAS, an estimated 20 percent increase of service members will transition to civilian life in the near future; and

WHEREAS, studies indicate that 44-72 percent of service members experience high levels of stress during transition from military to civilian life; and

WHEREAS, active military service members transitioning from military service are at a high risk for suicide during their first year after military service; and

WHEREAS, the National Association of Counties encourages all counties, parishes, and boroughs to recognize Operation Green Light for Veterans; and

WHEREAS, Plumas County appreciates the sacrifices of our United States military personnel and believes specific recognition should be granted;

NOW, THEREFORE, BE IT RESOLVED, with designation as a Green Light for Veterans County, Plumas County hereby declares from November 4th through Veterans Day, November 11th, 2025, a time to salute and honor the service and sacrifices of our men and women in uniform transitioning from active service to civilian life;

THEREFORE, BE IT FURTHER RESOLVED, that in observance of Operation Green Light, Plumas County encourages its citizens in patriotic tradition to recognize the importance of honoring all those who made immeasurable sacrifices to preserve freedom by voluntarily displaying green lights in a window of their place of business or residence from November 4th through the 11th, 2025.

The foregoing Resolution was duly passed and adopted by the Board of Supervisors of the County of Plumas, State of California, at a regular meeting of said Board on the 4th day of November 2025 by the following vote:

AYES:

NOES:

ABSTAINS:

_____
Kevin Goss, Chair, District 2
Plumas County Board of Supervisors

_____
Allen Hiskey
Clerk of the Board of Supervisors

Approved as to form:

_____
Stephen Schofield, Attorney
County Counsel's Office

PLUMAS COUNTY
FACILITY SERVICES
MEMORANDUM

TO:	**Honorable Chair and Board of Supervisors**
FROM:	**Nick Collin, Facilities Director**
MEETING DATE:	**November 4, 2025**
SUBJECT:	**Approve and authorize Chair to sign an agreement between Plumas County Facility Services & Airports and Durkin Construction, Inc. for snow removal at county-owned Chester facilities; effective November 1, 2025; not to exceed $12,000.00; (General Fund Impact) as approved in FY25/26 adopted budget; approved as to form by County Counsel.**

Recommendation:
Approve and authorize Chair to sign an agreement between Plumas County Facility Services & Airports and Durkin Construction, Inc. for snow removal at county-owned Chester facilities.

Background and Discussion:
Durkin Construction, Inc. will be removing snow when it reaches a depth of 4 inches from the Chester Memorial Hall, Chester Library and Court Complex, and the Almanor Rec Center. The contract also states that, under the same parameters, snow shall be removed from the area surrounding the Plumas Transit bus parked at the Chester Court Complex by 6:00 am Monday-Friday.

Action:

Approve and authorize Chair to sign an agreement between Plumas County Facility Services & Airports and Durkin Construction, Inc. for snow removal at county-owned Chester facilities.

Fiscal Impact:

This is an as-needed contract. Payments will only be issued to Contractor when snow needs to be removed and the county is properly invoiced, as approved in the FY 25/26 adopted budget.

Attachments:
1. Durkin Construction, Inc.

Services Agreement

This Agreement is made by and between the COUNTY OF PLUMAS, a political subdivision of the State of California, by and through its **Department of Facility Services** (hereinafter referred to as "County"), and **Durkin Construction, Inc.**, a California corporation (hereinafter referred to as "Contractor").

The parties agree as follows:

1. Scope of Work. Contractor shall provide the County with services as set forth in Exhibit A, attached hereto.

2. Compensation. County shall pay Contractor for services provided to County pursuant to this Agreement in the manner set forth in Exhibit B, attached hereto. The total amount paid by County to Contractor under this Agreement shall not exceed **Twelve Thousand dollars** ($12,000).

3. Term. The term of this agreement shall be from **November 1, 2025,** through **October 31, 2026** unless terminated earlier as provided herein.

4. Termination. Either party may terminate this agreement by giving thirty (30) days written notice to the other party.

5. Non-Appropriation of Funds. It is mutually agreed that if, for the current fiscal year and/or any subsequent fiscal years covered under this Agreement, insufficient funds are appropriated to make the payments called for by this Agreement, this Agreement shall be of no further force or effect. In this event, the County shall have no liability to pay any further funds whatsoever to Contractor or furnish any other consideration under this Agreement and Contractor shall not be obligated to perform any further services under this Agreement. If funding for any fiscal year is reduced or deleted for the purposes of this program, the County shall have the option to either cancel this Agreement with no further liability incurring to the County, or offer an amendment to Contractor to reflect the reduced amount available to the program. The parties acknowledge and agree that the limitations set forth above are required by Article XVI, section 18 of the California Constitution. Contractor acknowledges and agrees that said Article XVI, section 18 of the California Constitution supersedes any conflicting law, rule, regulation or statute.

6. Warranty and Legal Compliance. The services provided under this Agreement are non-exclusive and shall be completed promptly and competently. Contractor shall guarantee all parts and labor for a period of one year following the expiration of the term of this Agreement unless otherwise specified in Exhibit A. Contractor agrees to comply with all applicable terms of state and federal laws and regulations, all applicable grant funding conditions, and all applicable terms of the Plumas County Code and the Plumas County Purchasing and Practice Policies.

7. Amendment. This Agreement may be amended at any time by mutual agreement of the parties, expressed in writing and duly executed by both parties. No alteration of the

terms of this Agreement shall be valid or binding upon either party unless made in writing and duly executed by both parties.

8. Indemnification. To the furthest extent permitted by law (including without limitation California Civil Code Sections 2782 and 2782.8, if applicable), County shall not be liable for, and Contractor shall defend and indemnify County and its officers, agents, employees, and volunteers (collectively "County Parties"), against any and all claims, deductibles, self-insured retentions, demands, liability, judgments, awards, fines, mechanics' liens or other liens, labor disputes, losses, damages, expenses, charges or costs of any kind or character, including attorney's fees and court costs (hereinafter collectively referred to as "Claims"), which arise out of or are in any way connected to the work covered by this Agreement arising either directly or indirectly from any act, error, omission or negligence of Contractor or its officers, employees, agents, contractors, licensees or servants, including, without limitation, Claims caused by the concurrent negligent act, error or omission, whether active or passive of County Parties. Contractor shall have no obligation, however, to defend or indemnify County Parties from a Claim if it is determined by a court of competent jurisdiction that such Claim was caused by the sole negligence or willful misconduct of County Parties. The obligations of this indemnity shall be for the full amount of all damage to County, including defense costs, and shall not be limited by any insurance limits.

9. Insurance. Contractor agrees to maintain the following insurance coverage throughout the term of this Agreement:

   a. Commercial general liability (and professional liability, if applicable to the services provided) coverage, with minimum per occurrence limit of the greater of (i) the limit available on the policy, or (ii) one million dollars ($1,000,000).

   b. Automobile liability coverage (including non-owned automobiles), with minimum bodily injury limit of the greater of (i) the limit available on the policy, or (ii) two-hundred fifty thousand dollars ($250,000) per person and five hundred thousand dollars ($500,000) per accident, as well as a minimum property damage limit of the greater of (i) the limit available on the policy, or (ii) fifty thousand dollars ($50,000) per accident.

   c. Each policy of commercial general liability (and professional liability, if applicable to the services provided) coverage and automobile liability coverage (including non-owned automobiles) shall meet the following requirements:

      i. Each policy shall be endorsed to name the County, its officers, officials, employees, representatives and agents (collectively, for the purpose of this section 9, the "County") as additional insureds. The Additional Insured endorsement shall be at least as broad as ISO Form Number CG 20 38 04 13; and

ii. All coverage available under such policy to Contractor, as the named insured, shall also be available and applicable to the County, as the additional insured; and

iii. All of Contractor's available insurance proceeds in excess of the specified minimum limits shall be available to satisfy any and all claims of the County, including defense costs and damages; and

iv. Any insurance limitations are independent of and shall not limit the indemnification terms of this Agreement; and

v. Contractor's policy shall be primary insurance as respects the County, its officers, officials, employees, representatives and agents, and any insurance or self-insurance maintained by the County, its officers, officials, employees, representatives and agents shall be in excess of the Contractor's insurance and shall not contribute with it, and such policy shall contain any endorsements necessary to effectuate this provision. The primary and non-contributory endorsement shall be at least as broad as ISO Form 20 01 04 13; and

vi. To the extent that Contractor carries any excess insurance policy applicable to the work performed under this Agreement, such excess insurance policy shall also apply on a primary and non-contributory basis for the benefit of the County before the County's own primary insurance policy or self-insurance shall be called upon to protect it as a named insured, and such policy shall contain any endorsements necessary to effectuate this provision.

d. Workers Compensation insurance in accordance with California state law.

If requested by County in writing, Contractor shall furnish a certificate of insurance satisfactory to County as evidence that the insurance required above is being maintained. Said certificate of insurance shall include a provision stating that the insurers will not cancel the insurance coverage without thirty (30) days' prior written notice to the County. County reserves the right to require complete, certified copies of all required insurance policies, including endorsements affecting the coverage required by these specifications at any time. Contractor shall require all subcontractors to comply with all indemnification and insurance requirements of this agreement, and Contractor shall verify subcontractor's compliance.

10. Licenses and Permits. Contractor represents and warrants to County that it or its principals have all licenses, permits, qualifications, and approvals of whatsoever nature that are legally required for Contractor to practice its profession and to perform its duties and obligations under this Agreement. Contractor represents and warrants to County that Contractor shall, at its sole cost and expense, keep in effect at all times during the term of this Agreement any licenses, permits, and approvals that are legally required for

Contractor or its principals to practice its professions and to perform its duties and obligations under this Agreement.

11. Relationship of Parties. It is understood that Contractor is not acting hereunder as an employee of the County, but solely as an independent contractor. Contractor, by virtue of this Agreement, has no authority to bind, or incur any obligation on behalf of, County. Except as expressly provided in this Agreement, Contractor has no authority or responsibility to exercise any rights or power vested in County. It is understood by both Contractor and County that this Agreement shall not under any circumstances be construed or considered to create an employer-employee relationship or joint venture.

12. Assignment. Contractor may not assign, subcontract, sublet, or transfer its interest in this Agreement without the prior written consent of the County.

13. Non-discrimination. Contractor agrees not to discriminate in the provision of service under this Agreement on the basis of race, color, religion, marital status, national origin, ancestry, sex, sexual orientation, physical or mental handicap, age, or medical condition.

14. Choice of Law. The laws of the State of California shall govern this agreement.

15. Interpretation. This agreement is the result of the joint efforts of both parties and their attorneys. The agreement and each of its provisions will be interpreted fairly, simply, and not strictly for or against either party.

16. Integration. This Agreement constitutes the entire understanding between the parties respecting the subject matter contained herein and supersedes any and all prior oral or written agreements regarding such subject matter.

17. Severability. The invalidity of any provision of this Agreement, as determined by a court of competent jurisdiction, shall in no way affect the validity of any other provision hereof.

18. Headings. The headings and captions contained in this Agreement are for convenience only, and shall be of no force or effect in construing and interpreting the provisions of this Agreement.

19. Waiver of Rights. No delay or failure of either party in exercising any right, and no partial or single exercise of any right, shall be deemed to constitute a waiver of that right or any other right.

20. Conflict of Interest. The parties to this Agreement have read and are aware of the provisions of Government Code section 1090 *et seq.* and section 87100 *et seq.* relating to conflicts of interest of public officers and employees. Contractor represents that it is unaware of any financial or economic interest of any public officer or employee of County relating to this Agreement. It is further understood and agreed that if such a financial interest does exist at the inception of this Agreement and is later discovered by the County, the County may immediately terminate this Agreement by giving written notice to Contractor.

21. Notice Addresses. All notices under this Agreement shall be effective only if made in writing and delivered by personal service or by mail and addressed as follows. Either party may, by written notice to the other, change its own mailing address.

County:

Department of Facility Services
County of Plumas
198 Andy's Way
Quincy CA 95971
Attention: Facility Services Director

Contractor:

Durkin Construction, Inc.
PO Box 1940
Chester CA 96020
Attention: Chris Durkin, Owner

22. Time of the Essence. Time is hereby expressly declared to be of the essence of this Agreement and of each and every provision thereof, and each such provision is hereby made and declared to be a material, necessary, and essential part of this Agreement.

23. Contract Execution. Each individual executing this Agreement on behalf of Contractor represents that he or she is fully authorized to execute and deliver this Agreement.

24. Ukraine Sanctions. Pursuant to Executive Order N-6-22 Contractor is aware that as a compliance with the economic sanctions imposed in response to Russia's actions in Ukraine is required, including with respect to, but not limited to, the federal executive orders identified in the EO and the sanctions identified on the U.S. Department of the Treasury website (https://home.treasury.gov/policy-issues/financial-sanctions/sanctions-programs-and-country-information/ukraine-russia-related-sanctions). Failure to comply may result in the termination of this agreement.

25. Suspension and Debarment. The County does not employ vendors or contractors who are listed on the National World Wide Web Site System for Award Management (sam.gov) by Federal General Services Administration (GSA) for the purpose of disseminating information on parties that are debarred from receiving Federal contracts, certain subcontracts, and certain Federal financial and nonfinancial assistance and benefits, pursuant to the provisions of 31 U.S.C. 6101, note, E.O. 12549, E.O. 12689, 48 CFR 9.404, and each agency's codification of the Common Rule for Non-procurement suspension and debarment.

a. This Contract is a covered transaction for purposes of 2 C.F.R. pt. 180 and 2 C.F.R. pt. 3000. As such, the Contractor is required to verify that none of the Contractor, its principals (defined at 2 C.F.R. § 180.995), or its affiliates (defined

at 2 C.F.R. § 180.905) are excluded (defined at 2 C.F.R.§ 180.940) or disqualified (defined at 2 C.F.R. § 180.935).

b. The Contractor must comply with 2 C.F.R. pt. 180, subpart C and 2 C.F.R. pt. 3000, subpart C and must include a requirement to comply with these regulations in any lower tier covered transaction it enters into.

c. This certification is a material representation of fact relied upon by the County. If it is later determined that the Contractor did not comply with 2 C.F.R. pt. 180, subpart C and 2 C.F.R. pt. 3000, subpart C, in addition to remedies available to the County, the Federal Government may pursue available remedies, including but not limited to suspension and/or debarment.

d. The bidder or proposer agrees to comply with the requirements of 2 C.F.R. pt. 180, subpart C and 2 C.F.R. pt. 3000, subpart C while this offer is valid and throughout the period of any Contract that may arise from this offer. The bidder or proposer further agrees to include a provision requiring such compliance in its lower tier covered transactions.

26. Retention of Records. If the maximum compensation payable under section 2 of this Agreement exceeds $10,000, then, pursuant to California Government Code section 8546.7, the performance of any work under this Agreement is subject to the examination and audit of the State Auditor at the request of the County or as part of any audit of the County for a period of three years after final payment under the Agreement. Each party hereto shall retain all records relating to the performance and administration of this Agreement for three years after final payment hereunder, and Contractor agrees to provide such records either to the County or to the State Auditor upon the request of either the State Auditor or the County.

27. Conflicts. In the event of any conflict between the terms of this Agreement and the terms of any exhibit hereto, the terms of this Agreement shall control, and the conflicting term of the exhibit shall be given no effect. Any limitation of liability contained in an attached exhibit shall be null and void.

[SIGNATURES ON FOLLOWING PAGE]

IN WITNESS WHEREOF, this Agreement has been executed as of the date set forth below.

CONTRACTOR:

Durkin Construction, Inc.,
a California corporation

By:_____
Name: Christopher Durkin
Title: CEO / CFO / Secretary
Date signed:

COUNTY:

County of Plumas, a political subdivision of the State of California

By:_____
Name: Kevin Goss
Title: Chair, Board of Supervisors
Date signed:

ATTEST:

By:_____
Name: Allen Hiskey
Title: Clerk of the Board

Approved as to form:

_____
Stephen Schofield, Attorney
County Counsel's Office

EXHIBIT A

Scope of Work

1. Provide equipment and operator for snow removal from the parking lots at the following sites when the snow reaches a depth of 4 inches:

   Chester Memorial Hall
   Chester Library and Court Complex
   Almanor Rec Center

2. Snow shall be removed as needed at the Chester Memorial Hall and Almanor Rec Center by noontime.

3. Snow shall be removed by 8:00 am as needed at the Chester Library and Chester Court Complex.

4. Snow shall be removed from the area surrounding the Plumas Transit bus parked at the Chester Court Complex by 6:00 AM Monday through Friday. Snow to be removed so as to allow the bus to exit the parking lot.

EXHIBIT B

Fee Schedule

Loader w/operator:

• Cat 950 and 966 loaders	$150.00/hr
• Backhoe with front bucket	$135.00/hr

Services provided shall be billed monthly

Payments are due net 30

PLUMAS COUNTY
FACILITY SERVICES
MEMORANDUM

TO:	**Honorable Chair and Board of Supervisors**
FROM:	**Nick Collin, Facilities Director**
MEETING DATE:	**November 4, 2025**
SUBJECT:	**Approve and authorize Chair to sign amendment no.2 to the agreement between Plumas County Facility Services and Airports and AllStar Painting KD Inc. for Exterior Painting of Portola Library due to an increase in available funding; (General Fund Impact); $16,250.00; approved in the FY 25/26 adopted budget; approved as to form by County Counsel.**

Recommendation:
Approve and authorize Chair to sign amendment no.2 to the agreement between Plumas County Facility Services and Airports and AllStar Painting KD Inc. for Exterior Painting of Portola Library due to an increase in available funding; (General Fund Impact); $16,250.00; approved in the FY 25/26 adopted budget; approved as to form by County Counsel.

Background and Discussion:
Increase in amount due to available funding.

Action:

Approve and authorize Chair to sign amendment no.2 to the agreement between Plumas County Facility Services and Airports and AllStar Painting KD Inc. for Exterior Painting of Portola Library due to an increase in available funding; (General Fund Impact); $16,250.00; approved in the FY 25/26 adopted budget; approved as to form by County Counsel.

Fiscal Impact:

General Fund Impact, as approved in the FY 25/26 adopted budget.

Attachments:
1. 6826 FINAL AllStar Amendment 2
2. AllStar Painting Amendment Signed
3. AllStar Contract Signed

SECOND AMENDMENT TO AGREEMENT

BY AND BETWEEN

PLUMAS COUNTY AND ALLSTAR PAINTING KD INC.

This Second Amendment to Agreement ("Amendment") is made on October 24, 2025, between PLUMAS COUNTY, a political subdivision of the State of California ("COUNTY"), by and through its **Department of Facilities**, and **AllStar Painting KD Inc.** ("CONTRACTOR") who agrees as follows:

1. **Recitals:** This Amendment is made with reference to the following facts and objectives:

    a. COUNTY and CONTRACTOR have entered into a written Agreement dated August 19th, 2025, (the "Agreement"), in which CONTRACTOR agreed to provide exterior painting services to COUNTY.

    b. Because of an increase in available funding, the parties desire to change the Agreement.

2. **Amendments:** The parties agree to amend the Agreement as follows:

    a. Paragraph 2 is amended to read as follows:

    Compensation. County shall pay Contractor for the Work in the manner set forth in Exhibit B, attached hereto. The total amount paid by County to Contractor under this Agreement shall not exceed **Forty-Eight Thousand One Hundred Fifty and 00/100 Dollars ($48,150.00)** (hereinafter referred to as the "Contract Amount"), unless the Contract Amount has been adjusted pursuant to Section 15 of this Agreement.

    b. **Exhibit A – Scope of Work**

    The Proposal dated October 13, 2025, submitted by AllStar Painting KD Inc., is attached hereto as **Exhibit A** and incorporated herein by reference. Exhibit A sets forth the scope of work, materials, and estimated timeline for the exterior painting and staining services to be performed at 34 3rd Avenue, Portola, California.

    This Exhibit A shall apply solely to this Amendment and shall not modify or replace Exhibit A to the original Agreement dated August 19, 2025.

3. **Effectiveness of Agreement:** Except as set forth in this Second Amendment of Agreement and First Amendment of Agreement dated September 9, 2025, all provisions of the Agreement dated August 19th, 2025, shall remain unchanged and in full force and effect.

CONTRACTOR:

AllStar Painting KD Inc.

By:_____
Name: Roman Demin
Title: RMO/CEO/President
Date signed:

By:_____
Name: Oleg Vladimirovic Kovalev
Title: CFO/Secretary
Date signed:

COUNTY:

County of Plumas, a political subdivision of the State of California

By:_____
Name: Kevin Goss
Title: Chair of the Board
Date signed:

ATTEST:

By:_____
Name: Allen Hiskey
Title: Clerk of the Board
Date signed:

Approved as to form:

Stephen Schofield, Attorney
County Counsel's Office

"Exhibit A" to Second Amendment to Agreement

ALL STAR PAINTING KD INC.
17448 Lawrence Way, Grass Valley, CA 95949
Roman Demin (916)218-2455
Oleg Kovalev (916)410-1008
allstarpainting355@gmail.com
LIC # 1102242 / C-61/ D41
CAGE # 9JFN2
DIR # 2000004221

Proposal

Date:10/13/2025
To: Nick Collin
For: Exterior painting/ staining
Location: 34 3rd ave portola,CA 96122

Description of work

This proposal outlines the scope of work and materials to be used for the complete exterior painting/staining of the library located at the address above. The project will include surface preparation, application of a prime coat (where necessary), and finish coats as specified. All work will be performed in a professional manner and in accordance with industry standards.

Scope of Work

1. Surface Preparation

- Pressure wash all exterior surfaces to remove dirt, mildew, chalk, and loose paint.
- Scrape and sand all peeling or flaking old paint to ensure a smooth surface.
- Caulk gaps and cracks around windows, doors, trim, and using a premium-quality paintable caulk.
- Allow all surfaces to dry completely before painting/staining.

2. Prime Coat Application

- Apply a high-quality exterior oil base primer to all wood, and repaired surfaces.
- Ensure proper adhesion of topcoats and uniform finish.

3. Finish Coats

- Apply two coats of premium-grade exterior paint/solid stain to all designated surfaces.

- Paint/stain type, color, and sheen to be selected by the homeowner or as specified.
- All materials will be applied according to manufacturer recommendations for optimal durability and appearance.

4. Protection of Adjacent Items

- Protect all adjacent areas and items not to be painted, including:
    - Windows, doors, light fixtures, landscaping, walkways, and roofing.
    - Cover with plastic sheeting, painter's tape, and drop cloths as appropriate.
- Remove protective coverings after painting is complete and ensure the area is clean and free of debris.

Materials to Be Used

- Primer: Sherwin williams oil base primer
- Paint: Woodscapes Exterior Acrylic solid color stain
- Caulking: ALEX PLUS

Project Timeline

- Estimated Start Date: TBD
- Estimated Completion Date: 5 days
- Weather and unforeseen delays may affect schedule.

Cost Estimate

- Total Project Cost: **$ 16,250.00**
- (Includes labor, materials, equipment, and site cleanup)

A detailed invoice will be provided upon acceptance of this proposal.

Authorization

By signing below, you authorize All Star Painting KD Inc. to proceed with the scope of work outlined above.

Client Signature: _____ Date: _____
Contractor Signature: _____ Date: _____

FIRST AMENDMENT TO AGREEMENT

BY AND BETWEEN

PLUMAS COUNTY AND ALL STAR PAINTING KD, INC.

This First Amendment to Agreement ("Amendment") is made on September 9th, 2025, between PLUMAS COUNTY, a political subdivision of the State of California ("COUNTY"), and All-Star Painting KD Inc., a California Corporation ("CONTRACTOR") who agrees as follows:

1. **Recitals:** This Amendment is made with reference to the following facts and objectives:

    a. PLUMAS COUNTY and All-Star Painting KD Inc. have entered into a written Agreement dated August 19th, 2025, (the "Agreement"), in which All Star Painting KD Inc. agreed to provide Exterior painting services to Plumas County.

    b. Because of additional services needed the parties desire to change the Agreement.

2. **Amendments:** The parties agree to amend the Agreement as follows:

    a. Paragraph 2 is amended to read as follows:

    Compensation. County shall pay Contractor for the Work in the manner set forth in Exhibit B, attached hereto. The total amount paid by County to Contractor under this Agreement shall not exceed Thirty-One Thousand Nine Hundred and 00/100 Dollars ($31,900.00) (hereinafter referred to as the "Contract Amount"), unless the Contract Amount has been adjusted pursuant to Section 15 of this Agreement.

    b. The following paragraph is added to Exhibit A, following the second paragraph of Exhibit A:

    This scope of work is for the exterior painting of the Plumas County HR building located at 1446 East Main Street Quincy, CA 95971
    Contractor to provide all labor and materials to pressure wash the building, scraping and sanding as needed, re-caulk joints, around windows and doors, mask and apply 1 prime coat and 1 coat of Sherwin-Willians Duration paint to match colors of Sheriff's Department located next door in a workmanlike and safe manner to industry standards. Contractor to clean up any debris generated during project.

3. **Effectiveness of Agreement:** Except as set forth in this First Amendment of Agreement, all provisions of the Agreement dated August 19, 2025, shall remain unchanged and in full force and effect.

CONTRACTOR:

All Star Painting KD Inc.

By: _____
Name: Roman Demin
Title: RMO/CEO/President
Date signed: **9/23/2025**

By: _____
Name: ~~Oleg~~ Vladimirovic Kovalev
Title: CFO/Secretary
Date signed: **9/23/2025**

COUNTY:

County of Plumas, a political subdivision of the State of California

By: _____
Name: Kevin Goss
Title: Chair of the Board
Date signed: 9.16.25

By: _____
Name: Allen Hiskey
Title: Clerk of the Board
Date signed: 9.16.25

Approved as to form:

_____
Stephen Schofield, Attorney
County Counsel's Office

Scope of Work HR Exterior Painting

This scope of work is for the exterior painting of the Plumas County HR building located at 1446 East Main Street Quincy, CA 95971

Contractor to provide all labor and materials to pressure wash the building, scraping and sanding as needed, re-caulk joints, around windows and doors, mask and apply 1 prime coat and 1 coat of Sherwin-Willians Duration paint to match colors of Sheriff's Department located next door in a workmanlike and safe manner to industry standards. Contractor to clean up any debris generated during project.

ALL STAR PAINTING KD INC.
17448 Lawrence Way, Grass Valley, CA 95949
Roman Demin (916)218-2455
Oleg Kovalev (916)410-1008
allstarpainting355@gmail.com
LIC # 1102242 / C-61/ D41
CAGE # 9JFN2
DIR # 2000004221

PROPOSAL

Date:08/10/2025
To:Nick Collin
For: Painting HR
Location:198 Andys Way
Quincy, CA 95971

Description of work

The Contractor shall provide all labor and materials for preparation work including pressure wash, scrape, sand and fill as necessary, remove old caulking and re-caulk, protect surfaces not being painted and provide all labor and materials to provide 1 prime coat and 1 coat Sherwin Williams Duration matching existing colors as close as possible. All work is to be done in a workmanlike and safe manner to industry standards and manufacturers recommendations at plumas county HR building.

Total Price: $9,700.00

Roman Demin President **08/10/2025**

IN WITNESS WHEREOF, this Agreement has been executed as of the date first set forth above.

CONTRACTOR:

All Star Painting KD Inc.

By: _____
Name: Roman Demin
Title: RMO/CEO/President
Date: 08/25/25

By: _____
Name: Oleg Vladimirovic Kovalev
Title: CFO/Secretary
Date: 08-25-25

COUNTY:

County of Plumas, a political subdivision of the State of California

By: _____
Name: Kevin Goss
Title: Chair, Board of Supervisors
Date: 19AUG25

ATTEST:

By: _____
Name: Allen Hiskey
Title: Clerk of the Board

Approved as to form:

_____
Craig Settlemire
Counsel

PLUMAS COUNTY
FACILITY SERVICES
MEMORANDUM

TO:	**Honorable Chair and Board of Supervisors**
FROM:	**Nick Collin, Facilities Director**
MEETING DATE:	**November 4, 2025**
SUBJECT:	**Approve and authorize Board Chair to waive rental fees for the use of the Portola Memorial Hall for the Rotary Interact President for Portola High School, Camila Schweyer, for a fundraising event on November 16, 2025. General Fund impact is a $135 loss in revenue.**

Recommendation:
Approve and authorize Board Chair to waive rental fees for the use of the Portola Memorial Hall for the Rotary Interact President for Portola High School, Camila Schweyer, for a fundraising event on November 16, 2025.

Background and Discussion:
Camila Schweyer, the Rotary Interact President for the Portola High School, wishes to have the rental fees waived for the use of the Portola Memorial Hall to hold a fundraising event to generate a scholarship for Portola High School students in remembrance of a community member who passed away due to mental illness and drug use. This event will help generate fundraising efforts and bring awareness to mental health and substance abuse resources available in Plumas County.

Action:

Approve and authorize Board Chair to waive rental fees for the use of the Portola Memorial Hall for the Rotary Interact President for Portola High School, Camila Schweyer, for a fundraising event on November 16, 2025.

Fiscal Impact:

Fiscal impact is a loss in revenue of $135.

Attachments:
1. 20251024150346

McAdams, Robert

From: Camila Schweyer
Sent: Friday, October 24, 2025 1:22 PM
To: McAdams, Robert
Subject: Rental Hall Request
Attachments: Hall Rental Application - 2024.pdf

CAUTION: This email originated from OUTSIDE THE ORGANIZATION. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Hello Robert,

My name is Camila Schweyer, and I am the Rotary Interact President for the Portola High School. Our club is responsible for supporting a fundraiser to generate a scholarship for PHS in remembrance of a community member who passed away due to mental illness and drug use, using this event to generate funds as well as to promote mental health and substance abuse resources available in our county. The walk-a thon and speech/lunch to be held November 16th from the hours of 10am to 1pm, (as well as set up and clean up).

On behalf of my classmates, I am respectfully requesting that the Board of Supervisors waive the rental fee for the Memorial Hall in Portola so that we may host this event as a fundraiser. Waiving the fee would greatly support our efforts to raise funds for future graduates and ensure that the Walk-a-thon and Speaker Session is accessible and enjoyable for all students and participating community members.

We sincerely appreciate your consideration of this request and your continued support of our school and community.

Here are some additional details as included in our grant request to Rotary of Portola:

This fundraiser aims to create a supportive community environment while raising essential funds for the memorial scholarship to support one or more graduating seniors from Portola High School . By involving local businesses and promoting mental health activities, we can make a small but meaningful impact on our community in raising awareness on how mental health and substance abuse can impact the future of individuals and communities. Raising funds for a scholarship is linked to opportunity and economic success which impacts upward social mobility and supports exploration of self, career, and opportunity in ways that are very tied to mental health.

Fundraiser Proposal for Promoting Mental Health
Objective:
To raise funds for the memorial scholarship while promoting mental health awareness.
Event Details:

-
-

PLUMAS COUNTY
FACILITY SERVICES
MEMORANDUM

TO:	**Honorable Chair and Board of Supervisors**
FROM:	**Nick Collin, Facilities Director**
MEETING DATE:	**November 4, 2025**
SUBJECT:	**Approve and authorize Board Chair to waive rental fees for the use of Quincy Memorial Hall on November 14, 2025 by the Quincy Parent Cooperative Organization for their annual Turkey Bingo fundraising event. Funds raised from this event will help support Quincy Elementary School and a majority of activities; General Fund impact is a loss of $100 in revenue.**

Recommendation:
Approve and authorize Board Chair to waive rental fees for the use of Quincy Memorial Hall on November 14, 2025 by the Quincy Parent Cooperative Organization for their annual Turkey Bingo fundraising event. Funds raised from this event will help support Quincy Elementary School and a majority of activities; General Fund impact is a loss of $100 in revenue.

Background and Discussion:
The Quincy Parent Cooperative Organization wishes to have the rental fees waived for their annual Turkey Bingo fundraising event on November 14, 2025 at the Quincy Memorial Hall. Funds raised from this event will help support Quincy Elementary School and a majority of student activities.

Action:

Approve and authorize Board Chair to waive rental fees for the use of Quincy Memorial Hall on November 14, 2025 by the Quincy Parent Cooperative Organization for their annual Turkey Bingo fundraising event. Funds raised from this event will help support Quincy Elementary School and a majority of activities; General Fund impact is a loss of $100 in revenue.

Fiscal Impact:

General Fund impact will be a $100 loss in revenue.

Attachments:
1. 20251024152538

Quincy Parent Cooperative Organization

175 N Mill Creek & 246 Alder St

Quincy Ca, 95971

October 24, 2025

To Whom It May Concern,

The Quincy Parent Cooperative Organization (PCO) is asking to use the Quincy Veterans Hall again this year for our Annual Turkey Bingo Fundraiser. This event will take place on Friday November 14, 2025. As we are a Non-Profit, each fundraiser that PCO puts on goes toward the support of both Quincy Elementary Schools and a majority of their activities. We have used the Vets Hall the last few years for this event, and it has worked out well as central venue that is inviting & familiar to everyone in the community. With the use of this building, we are respectfully requesting the usage fees to be waived. As mentioned above, this is a fundraiser for the Public School(s), and any place that we can save will be greatly appreciated. We thank you for always allowing us the use of this building, and look forward to another fun filled night of turkey for family, friends, and our students in Quincy.

All the Best,

Amanda Maffei
Emma Miravalle Hood

PCO Volunteers/Event Coordinators

PLUMAS COUNTY
BEHAVIORAL HEALTH DEPARTMENT
MEMORANDUM

TO: **Honorable Chair and Board of Supervisors**

FROM: **Che Shannon, Management Analyst II**

MEETING DATE: **November 4, 2025**

SUBJECT: **Approve and authorize Chair to ratify and sign an agreement between Plumas County Behavioral Health and California Mental Health Services Authority Participation Agreement for** support in meeting the Behavioral Health Accountability Set Healthcare Effectiveness Data and Information Set ("HEDIS") reporting requirements; **effective January 1, 2025; not to exceed $25,920.00; (No General Fund Impact) State and Federal funding; approved as to form by County Counsel.**

Recommendation:

Approve and authorize Chair to ratify and sign an agreement between Plumas County Behavioral Health and California Mental Health Services Authority Participation Agreement for support in meeting the Behavioral Health Accountability Set Healthcare Effectiveness Data and Information Set ("HEDIS") reporting requirements; effective January 1, 2025; not to exceed $25,920.00; (No General Fund Impact) State and Federal funding; approved as to form by County Counsel.

Background and Discussion:

Approve and authorize Chair to ratify and sign an agreement between Plumas County Behavioral Health and California Mental Health Services Authority Participation Agreement for support in meeting the Behavioral Health Accountability Set Healthcare Effectiveness Data and Information Set ("HEDIS") reporting requirements; effective January 1, 2025; not to exceed $25,920.00; approved as to form by County Counsel.

Action:

Approve and authorize Chair to ratify and sign an agreement between Plumas County Behavioral Health and California Mental Health Services Authority Participation Agreement for support in meeting the Behavioral Health Accountability Set Healthcare Effectiveness Data and Information Set ("HEDIS") reporting requirements.

Fiscal Impact:

(No General Fund Impact) State and Federal funding

Attachments:

1. 6775 FINAL (1)

CALIFORNIA MENTAL HEALTH SERVICES AUTHORITY
PARTICIPATION AGREEMENT
HEDIS PERFORMANCE MEASUREMENT
MEASUREMENT YEAR 2025/REPORTING YEAR 2026

COVER SHEET

Plumas County ("Participant") desires to participate in the HEDIS Performance Measurement Program ("Program") offered by the California Mental Health Services Authority ("CalMHSA") on the terms provided in this Participation Agreement ("Agreement"). Participant acknowledges that the Program also will be governed by CalMHSA's Joint Powers Agreement and its Bylaws, as well as the terms of the JPA-Business Associate Agreement executed between the parties, which is incorporated herein by reference. The Agreement is effective on January 1, 2025, through December 31, 2029 ("Term"). The following exhibits are attached and form part of this Agreement:

☑	Exhibit A	Detailed Program Description, Requirements, Restrictions
☑	Exhibit B	General Terms and Conditions

1. **Summary of Program**: CalMHSA is offering the following Program to Counties:

This is a multi-year Agreement to support counties in the calculation, reporting, and monitoring of Behavioral Health Accountability Set ("BHAS") measures under the Program. The Agreement will be amended annually to include new and/or updated reporting requirements for subsequent Measurement Years. Currently this Agreement only addresses the deliverables associated with Measurement Year 2025/Reporting Year 2026. Participants have the option of selecting a Simple or Enhanced deliverable bundle, as described below, depending on their county's needs.

2. **Funding**: The Program requires the following funding and payments:

Participant will pay a fixed fee for Services delivered in the total amount of $25,920.00. CalMHSA will invoice Participant directly for the Services. Fifty percent (50%) of the total fee shall be due and payable upon execution of this Agreement, which amount shall be non-refundable, and the remaining fifty percent (50%) shall be due and payable upon completion of the Services delivered. Payment for all invoices shall be made within thirty (30) days of receipt.

Authorized Signatures:

CalMHSA

Signed:_____ Name (Printed): Dr. Amie Miller, Psy.D., MFT

Title: Executive Director Date:_____

Participant:

Signed: _____ Name (Printed): Allen Hiskey

Title: Board Clerk Date: _____

Signed: _____ Name (Printed): Kevin Goss

Title: Board of Supervisors Date: _____

Signed: _____ Name (Printed): Sharon Sousa, LMFT

Title: Director of Behavioral Health Date: _____

Approved as to form:

Stephen Schofield, Attorney
County Counsel's Office

Participation Agreement

EXHIBIT A – Detailed Program Description, Obligations, Restrictions

Detailed Program Description:

The Program will support the Participant in meeting the BHAS Healthcare Effectiveness Data and Information Set ("HEDIS") reporting requirements for Measurement Year ("MY") 2025/Reporting Year ("RY") 2026.

This Agreement will be amended on an annual basis to add information regarding and/or Services related to future Measurement Years. In keeping with HIPAA and National Committee of Quality Assurance ("NCQA") HEDIS reporting compliance regulations and data retention guidelines, all data received by CalMHSA through this Agreement will be retained by CalMHSA for a period not to exceed six years after the Measurement Year in which the data is received. All data will be destroyed after it has been retained for six years.

MY25/RY 26 Required BHAS Measures*:

Mental Health Plan ("MHP") Measures:

- Follow-Up After Emergency Department for Mental Illness ("FUM");
- Follow-Up After Hospitalization for Mental Illness ("FUH");
- Use of First Line Psychosocial Care for Children and Adolescents on Antipsychotics ("APP");
- Adherence to Antipsychotic Medications for Individuals with Schizophrenia ("SAA").

Drug Medi-Cal Organized Delivery System ("DMC-ODS") Measures:

- Follow-Up After Emergency Department Visit for Alcohol and Other Drug Abuse or Dependence ("FUA");
- Pharmacotherapy of Opioid Use Disorder ("POD");
- Use of Pharmacotherapy for Opioid Use Disorder ("OUD");
    - SAMHSA is the measure steward.
- Initiation and engagement of Substance Use Disorder Treatment ("IET").

***Please Note:** CalMHSA will only calculate the measures that are required reporting for the Participant's Behavioral Health Plan.

Obligations:

CalMHSA shall:

- Be certified as an NCQA-Certified Vendor for all NCQA MY 25 measures/RY 26.
- Produce HEDIS measures results based on MY 2025 specifications using data provided by the Participant.
- Accept required data files from Participant via secure file transfer.

- Complete all deliverables included with the purchase of a Simple or Enhanced Bundles for MY 2025/RY 2026 as detailed in Table 1, below.
- For Participants utilizing SmartCare:
  - Extract relevant MMEF, MHP and DMC-ODS services and/or 837 claims data from SmartCare EHR.

TABLE 1

Included in the following Bundles:	Deliverables #	Deliverable Title	Description
○ Simple ○ Enhanced	1	MY25 HEDIS/RY 26 Audit Support	CalMHSA will apply certified logic to data provided by the Participant to calculate the required BHAS measures for annual EQRO audit deliverables and DHCS requirements. CalMHSA will produce and submit the following deliverables directly to the EQRO and will also share with the Participant: • Preliminary and final rates via an aggregated Rate Reporting Template ("RRT") • Member-level details ("MLD") files used for primary source verification. "MLD" files will also be shared directly with the county via secure file share. • Back-end table screenshots of selected EQRO cases for primary source verification (front-end EHR screenshots are not included in this offering).
○ Simple ○ Enhanced	2	MY25 HEDIS/RY26 Descriptive Analysis Report	CalMHSA will produce one annual report ("Descriptive Analysis Report") based on aggregated data including denominator and numerator details, including demographic stratification. This report will be released after the conclusion of the audit cycle (Deliverable 1).
○ Enhanced	3	Quarterly HEDIS Calculation	In addition to the reports generated during the annual audit cycle, CalMHSA will produce three quarterly reports that calculate rolling measurement year windows. These reports will also stratify measure performance by quarter. These reports will be provided via an excel quarterly trending report. Member-Level details will be included with the quarterly deliverables.

Participant shall:

- Provide required data for HEDIS analysis as described in the table below.
  - For the highest percent data completion on Plan Data Feed, counties should submit monthly Plan Data Feed files.
- Submit files in the table below without a nested folder structure.
  - For 837 data, one folder can include many data files, but one folder should not contain multiple sub-folders.
- **Participants opting into either the Simple or Enhanced Options**, submit data to CalMHSA to meet MY25/RY 26 deliverables as detailed in Table 2. The Department of Healthcare Services requires that Participants provide measure calculations for all Medi-Cal Eligible beneficiaries in the county that meet measure criteria, not just members served by county BHPs. Counties should continue to submit Plan Data Feed files but additionally will need to provide Managed Care Plan ("MCP") claims data and Pharmacy claims for the full Medi-Cal population. Participant data will include Monthly Medi-Cal Eligibility Files ("MMEF"), County BHP 837 claims, MCP claims data, and pharmacy claims. Other data sources mutually agreed upon between the Parties may be utilized, as set forth below, but may also result in additional expense/delay.
- **Participants opting into the Enhanced Option,** will submit data to calculate quarterly measures. This starts with the data sources and date ranges detailed in Table 2. Additionally, Participant will continue to submit more recent data to support updated quarterly calculations. The submission schedule for quarterly data reports will be shared with each Participant after the Agreement is executed. These reports will reflect performance over each measure's full measurement period but will lag by approximately three months to allow time for claims processing. For example, a report generated on July 15, 2026, will include data through March 31, 2026. CalMHSA will provide a due date for counties to submit data for inclusion in each quarterly report. Data submitted after the deadline will be included in the next quarter's report. Reports are updated retrospectively and may adjust past results for up to one full measurement period as new data is received. This means performance figures for the same quarter may change slightly in future reports if additional data is submitted later.
- Agree to be bound by the terms of the NCQA End User License Agreement ("EULA") available at https://wpcdn.ncqa.org/www-prod/wp-content/uploads/End-User-License-Agreement-Measure-Cert.pdf. By signing this Agreement, Participant acknowledge that it has read, understood, and agrees to be bound by such EULA, including any updates thereto.
- Grant CalMHSA the right to use any data provided or generated in accordance with the terms of the applicable Business Associate Agreement.
- Communicate all questions and concerns to CalMHSA via ManagedCare@calmhsa.org.

TABLE 2 *			
	Data Description	**Data Source**	**File Example**
1	SUD Service Claims	837 claims files	DMH-##-837P-03302024-161.dat
2	MHP Service Claims		

3	MHP Plan Data Feed	Plan Data Feed Files (APCD-CDL)	APCD.CDL.M202412.CNTY##.zip (includes CDL.MC & CDL.PC files). Monthly PDF files from January 2024 through May 2026.
4	SUDS Plan Data Feed		
5	Medi-Cal Eligibility Files	MMEF files	MEDS-##.TXT
6	MCP 837 Claims	Direct from Managed Care Plan(s)	837.dat files
7	Pharmacy Claims	To be determined.	To be determined.
	## is for the county id number		

*MY25 Data Time Period: Services & eligibility data from January 1, 2024 through December 31, 2025. Under this PA, counties may submit data outside of this date range, in order to prepare for MY26 calculations.

Program Restrictions:

- Timelines and technical requirements may need adjusting due to unique circumstances.

Participation Agreement
EXHIBIT B - General Terms and Conditions

I. Definitions

The following words, as used throughout this Agreement, shall be construed to have the following meaning, unless otherwise apparent from the context in which they are used:

A. CalMHSA – California Mental Health Services Authority, a Joint Powers Authority (JPA) created by counties in 2009 at the instigation of the California Mental Health Directors Association to jointly develop and fund mental health services and education programs.

B. Member – A County (or JPA of two or more Counties) that has joined CalMHSA and executed the CalMHSA Joint Powers Agreement.

C. Participant – Any County participating in the Program either as Member of CalMHSA or under a Memorandum of Understanding with CalMHSA.

D. Program – The program identified in the Cover Sheet offered by CalMHSA under the Agreement.

II. Responsibilities

A. Responsibilities of CalMHSA:

1. Provide the Program as described in the Agreement.
2. Act as the Fiscal and Administrative agent for the Program.
3. Manage funds received consistent with the requirements of applicable laws, regulations, and this Agreement.
4. Provide regular fiscal reports to Participant and/or other public agencies with a right to such reports.
5. Comply with CalMHSA's Joint Powers Agreement and Bylaws.

B. Responsibilities of Participant:

1. Pay for the Program as set out in this Agreement. Payments are due within 30 days of receipt of an invoice or, as applicable, within 30 days of Agreement execution.
2. Provide CalMHSA and any other parties deemed necessary with requested information and assistance to fulfill the purpose of the Program.
3. Where applicable, ensure completion of any Participant requirements set out in Exhibit A including all assessments, creation of individual case plans, and providing or arranging for services.
4. Cooperate by providing CalMHSA with requested information and assistance to fulfill the purpose of the Program.
5. Provide feedback on Program performance.

6. Comply with applicable laws, regulations, guidelines, contractual agreements, JPA requirements, and bylaws.

III. Amendment. This Agreement may be supplemented, amended, or modified only by the mutual agreement of CalMHSA and the Participant, expressed in writing and signed by an authorized representative of both parties.

IV. Withdrawal, Cancellation, and Termination

A. Participant may withdraw from the Program and terminate the Agreement upon six (6) months' written notice to CalMHSA, to the attention of the Executive Director. Notice shall be deemed served on the date of mailing.

B. CalMHSA may terminate, cancel, change, or limit the Program due to circumstances, including but not limited to, lack of County participation, government restrictions, issues with vendors or their services/platforms/products, lack of funding, governmental funding changes, inability to provide the Program due to vendor(s), regulatory changes, force majeure, or other issues.

C. If applicable, upon cancellation, termination, or other conclusion of the Program, any funds remaining undisbursed after CalMHSA satisfies all obligations arising under the Program shall be returned to Participant. However, funds used to pay for completed deliverables, services rendered, upfront fees to create the Program, or fees for any portal or platform, ongoing services etc. are not subject to such reversion (subject to applicable laws). Unused funds that were paid for by a joint effort will be returned pro rata to Participant in proportion to payments made. Adjustments may be made if disproportionate benefit was conveyed to a particular Participant. Excess funds at the conclusion of county-specific efforts will be returned to the particular County that paid them per the Program.

V. Fiscal Provisions. Participant will pay a fixed fee for Services delivered in the total amount of $25,920.00. CalMHSA will invoice Participant directly for the Services. Fifty percent (50%) of the total fee shall be due and payable upon execution of this Agreement, which amount shall be non-refundable, and the remaining fifty percent (50%) shall be due and payable upon completion of the Services delivered. Payment for all invoices shall be made within thirty (30) days of receipt of the applicable CalMHSA invoice.

Deliverable Bundle	Cost	Select Bundle with X
MHP Simple Bundle	$17,280.00	
MHP Enhanced Bundle	$25,920.00	**X**
Total	**$25,920.00**	

VI. Indemnification.

A. Indemnification. To the fullest extent permitted by law, each party shall hold harmless, defend and indemnify the other party, including its governing board, employees and agents from and against any and all claims, losses, damages, liabilities, disallowances, recoupments, and expenses, including but not limited to reasonable attorney's fees, arising out of or resulting from the indemnifying party's negligence or willful conduct in the performance of its obligations under this Agreement, including the performance of the other's subcontractors, except that each party shall have no obligation to indemnify the other for damages to the extent resulting from the negligence or willful misconduct of any indemnitee. Each party may participate in the defense of any such claim without relieving the other of any obligation hereunder.

B. No Responsibility for Mental Health Services. CalMHSA is not undertaking responsibility for assessments, creation of case or treatment plans, providing or arranging services, and/or selecting, contracting with, or supervising providers (collectively, "mental health services"). Participant will defend and indemnify CalMHSA for any claim, demand, disallowance, suit, or damages arising from Participant's acts or omissions in connection with the provision of mental health services.

VII. Notice

All notices under this Participation Agreement shall be provided by personal delivery, nationally recognized courier service or mailed by U.S. registered or certified mail, return receipt requested, postage prepaid; AND by email. All notices shall be provided to the respective party at the addresses and email addresses set forth below and shall be deemed received upon the relevant party's receipt.

Either party may change its designee for notice by giving notice of the same and their relevant address information.

If to CalMHSA:

Name: Brandon Connors	Position: Director of Contract Management & Legal Counsel
Address: 1610 Arden Way, Suite 175 Sacramento, CA 95815	Telephone: (888) 210-2515
Email: brandon.connors@calmhsa.org	
CC Email to Name: Randall Keen, Manatt	Email: RKeen@manatt.com

If to Participant:

Name: Sharon Sousa, LMFT	Position: Director of Behavioral Health
Address: 270 County Hospital Rd., Suite 109, Quincy, CA 95971	Telephone: (530) 283-6307
Email: sharonsousa@countyofplumas.com	
CC Email to Name: _____	Email: _____

PLUMAS COUNTY
BEHAVIORAL HEALTH DEPARTMENT
MEMORANDUM

TO:	**Honorable Chair and Board of Supervisors**
FROM:	**Che Shannon, Management Analyst II**
MEETING DATE:	**November 4, 2025**
SUBJECT:	**Approve and authorize Behavioral Health to recruit and fill one extra-help Clerical position; (No General Fund Impact) State and Federal Funds.**

Recommendation:
Approve and authorize Behavioral Health to recruit and fill one extra-help Clerical position; (No General Fund Impact) State and Federal Funds.

Background and Discussion:
Approve and authorize Behavioral Health to recruit and fill one extra-help Clerical position; Approve and authorize Behavioral Health to recruit and fill one extra-help Clinical Records Specialist.
List of duties:

- Reviews and evaluates medical records for quality, timeliness, and completeness of others' charting, and general and special issues
- Maintain Electronic Health Records attachments
- Reviews Releases of Information for accuracy and legal requirements
- Operates a computer and effectively utilizes an electronic health records system

Action:

Approve and authorize Behavioral Health to recruit and fill one extra-help Clerical position (No General Fund Impact)

Fiscal Impact:

(No General Fund Impact) State and Federal Funds.

Attachments:
1. Item 1.E.2

QUESTIONS FOR STAFFING CRITICAL POSITIONS WHICH ARE CURRENTLY ALLOCATED.

- **Is there a legitimate business, statutory or financial justification to fill the position?** Yes, the Clinical Records Specialist is a legitimate business need due to the assistance processing medical records, interpreting code and abstract medical records according to diagnostic categories, reviews charts for adherence to quality standards.
- **Why is it critical that this position be filled at this time?** This position requires accuracy and attention to detail while maintaining confidentiality, working with strict deadlines and timed coordination of record management functions that must adhere to HIPAA compliance and regulations for the Behavioral Health Department.

- **How long has the position been vacant?** This extra help employee has been requested to assist our Full-time Clinical Records Specialist for the past eight years

- **Can the department use other wages until the next budget cycle?** Yes, Other wages are currently being used; this position is crucial to the department's ability to provide accurate assistance to the Clinical Records Specialist

- **What are staffing levels at other counties for similar departments and/or positions**? Behavioral Health departments of similar size use the same number or greater

- **What core function will be impacted without filling the position prior to July 1?** Timely flow and completion of claims for reimbursements by programs and records requests.

- **What negative fiscal impact will the County suffer if the position is not filled prior to July 1?** The inability to recoup the claims for reimbursements in a timely manner.

- **A non-general fund department head needs to satisfy that he/she has developed a budget reduction plan in the event of the loss of future state, federal or local funding? What impact will this reduction plan have to other County departments?** None

- **Does the department expect other financial expenditures which will impact the general fund and are not budgeted such as audit exceptions?** No

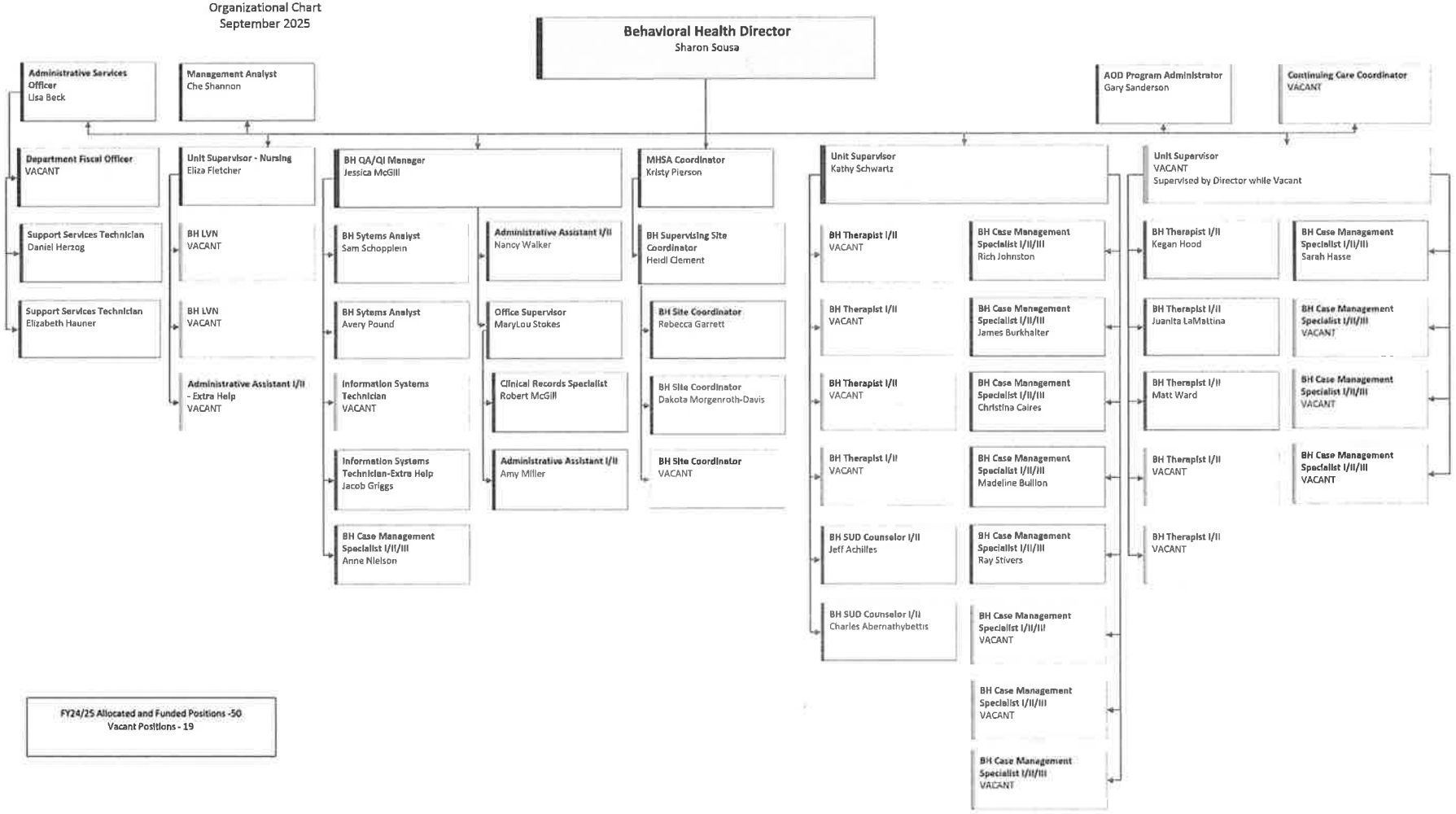
- **Does the budget reduction plan anticipate the elimination of any of the requested positions?** No.

- Departments shall provide an estimate of future general fund support for the next two years and how the immediate filling of this position may impact, positively or negatively, the need for general fund support? There is no fiscal impact on the general fund.

- Does the department have a reserve? If yes, provide the activity of the department's reserve account for the last three years? Yes, Behavioral Health does have a reserve and the balance fluctuates depending on the number of factors including whether the State receives the base amount of collection for each budget year.

Plumas County Behavioral Health Department

Organizational Chart
September 2025



BEHAVIORAL HEALTH CLINICAL RECORDS SPECIALIST

DEFINITION

Under the direction of the Behavioral Health Quality Improvement / Compliance Manager, performs medical record processing activities including, interpreting code and abstract medical records according to diagnostic categories, medical and related health care services rendered, and related client information; reviews charts for adherence to quality standards; bills and processes claims for reimbursement by programs; assists the supervisor with administrative tasks; and to perform related duties as assigned.

DISTINGUISHING CHARACTERISTICS

This is a specialized single position classification, which coordinates the record management functions for the Behavioral Health Department. Incumbents learn and perform a variety of duties including, but not limited to the following; routine billing, coding, and performing related technical medical records work. This is a highly confidential position of responsibility that must adhere to HIPAA compliance and regulations.

REPORTS TO

Behavioral Health Quality Improvement / Compliance Manager, Behavioral Health Quality Assurance Coordinator, or Deputy Director.

CLASSIFICATIONS DIRECTLY SUPERVISED

None.

BEHAVIORAL HEALTH CLINICAL RECORDS SPECIALIST – 2

EXAMPLES OF DUTIES

- Identifies records to be reviewed by medical or quality assurance staff for documentation issues or any discrepancies related to service reporting.
- Prepares and maintains a variety of reports and records.
- Responds to inquiries from other Units regarding diagnostic and procedure codes as they apply to billing issues and reimbursement.
- Gathers, compiles, and analyzes billing and statistical analysis.
- Prepares, bills, claims, and transmits on a timely basis.
- Accurately assigns diagnostic and procedure codes to records, using current coding references in order to obtain maximum allowable reimbursement for each client encounter.
- Completes abstracts of client cases, summarizing a variety of data related to client information, status, services and related information.
- Reviews and evaluates medical records for quality, timeliness and completeness of others' charting, and general and special issues.
- May provide medical record information when authorized by patient, legal representatives or requested by subpoena.
- Reviews and analyzes transmits them in a timely manner to the appropriate intermediary. Ensure accuracy and compliance with billing, coding and follow-up requirements and identify overpayments and lack of documentation issues.
- Reviews and follows up on denial codes transmitted to providers for potential reimbursement on claims.
- Provides information to payers and insures that the County receives reimbursement.
- Provides effective system user training, support and assistance.
- May assist with utilization review activities.
- Performs related work as required.

BEHAVIORAL HEALTH CLINICAL RECORDS SPECIALIST – 3

TYPICAL PHYSICAL REQUIREMENTS

Sit for extended periods; frequently stand, walk, stoop, kneel, and crouch; physical ability to lift and carry objects weighing up to 40 pounds; normal manual dexterity and eye-hand coordination; corrected hearing and vision to normal range; verbal communication; use of office equipment including computers, telephones, calculators, copiers, and FAX.

TYPICAL WORKING CONDITIONS

Work is performed in an office environment; occasionally works outside; some variations in temperature and humidity; continuous contact with staff and the public.

DESIRABLE QUALIFICATIONS

Knowledge of:

- Modern office methods, procedures, and equipment and business writing.
- Practices and terminology used in clerical, accounting, and in a medical setting.
- Computerized patient information systems.
- Methods, practices, principles, theory, and terminology used in bookkeeping, financial books of account and statistical recordkeeping.
- County policies, rules and regulations.
- Records information management, including management principles, practices and techniques.

Ability to:

- Interpret medical records to assign codes and prepare abstracts.
- Understand medical and/or behavioral health terminology, diagnostic descriptions and procedures.
- Evaluate the quality, completeness and accuracy of medical records.
- Maintain records and compile statistics.
- Prepare reports and other written communications regarding medical records.
- Operate modern office equipment including computer equipment and specialized software applications programs.
- Use English effectively to communicate in person, over the telephone, and in writing.
- Use tact, initiative, prudence, and independent judgment within general policy and legal guidelines.
- Establish, maintain, and foster positive and effective working relationships with those contacted in the course of work.

BEHAVIORAL HEALTH CLINICAL RECORDS SPECIALIST – 4

TRAINING AND EXPERIENCE

Qualifications needed for this position:

Equivalent to a two year degree in medical records management or related field

AND

Six (6) months of work experience in medical transcription and Electronic Health Records and Billings systems.

OR

Three (3) years of work experience in medical transcription and Electronic Health Records and Billings Systems.

SPECIAL REQUIREMENTS

Must possess a valid driver's license at time of application and a valid California Driver's License by the time of appointment. The valid California Driver's License must be maintained throughout employment.

All County of Plumas employees are designated Disaster Service Workers through state law (California Government Code Section 3100-3109). Employment with Plumas County requires the affirmation of a loyalty oath to this effect. Employees are required to complete all Disaster Service Work related training as assigned, and to return to work as ordered in the event of an emergency.

PLUMAS COUNTY
PUBLIC WORKS DEPARTMENT
MEMORANDUM

TO: **Honorable Chair and Board of Supervisors**

FROM: **Rob Thorman, Director of Public Works**

MEETING DATE: **November 4, 2025**

SUBJECT: **Approve and authorize Chair to sign Task Order No. 4 to the agreement between Plumas County Department of Public Works and Stantec Consulting Services, Inc. to perform environmental services including Project Management/Coordination, preparing Section 4(f) De Minimis evaluation, Maintaining the Environmental Commitments Record and further coordination with Caltrans for the Graeagle-Johnsville Road Rehabilitation Project; No General Fund Impact; Road Fund; approved as to form by County Counsel.**

Recommendation:

The Department of Public Works respectfully recommends that the Board of Supervisors authorize the Chair of the Board of Supervisors to execute Task Order No. 4 to the Services Agreement between the County of Plumas and Stantec Consulting Services, Inc to perform additional environmental services required by Caltrans for the Graeagle-Johnsville Road Rehabilitation Project. The attached Stantec Consulting Services, Inc. Task Order No. 4 to the Services Agreement has been approved as to form by County Counsel.

Background and Discussion:

On May 14, 2024, Stantec Consulting Services, Inc entered into a services agreement with the Plumas County Department of Public Works to provide on-call environmental consulting services for County transportation improvement projects.

The Department of Public Works is actively working on the Graeagle-Johnsville Road Rehabilitation Project. The work is required to obtain archeological clearance for the project. Stantec is able to do this work, see the attached Task Order No. 4, totaling $23,026.39.

Action:

Approve and authorize Chair to sign Task Order No. 4 to the agreement between Plumas County Department of Public Works and Stantec Consulting Services, Inc. to perform environmental services including Project Management/Coordination, preparing Section 4(f) De Minimis evaluation, Maintaining the Environmental Commitments Record and further coordination with Caltrans for the Graeagle-Johnsville Road Rehabilitation Project; No General Fund Impact; approved as to form by County Counsel.

Fiscal Impact:

No General Fund impact. Road fund.

Attachments:

1. Stantec Contract
2. Stantec Task Order No 1
3. Stantec Task Order No 2
4. Stantec Task Order No 3
5. Stantec Task Order signed II

ON-CALL ENVIRONMENTAL CONSULTING SERVICES AGREEMENT

(For Local Assistance Federal-Aid Projects)

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ARTICLE I INTRODUCTION

A. This AGREEMENT is between the following named, hereinafter referred to as, CONSULTANT and the following named, hereinafter referred to as, LOCAL AGENCY:

The name of the "CONSULTANT" is as follows:
STANTEC CONSULTING SERVICES, INC.

Incorporated in the State of California
The Project Manager for the "CONSULTANT" will be Wirt Lanning
The name of the "LOCAL AGENCY" is as follows:
PLUMAS COUNTY DEPARTMENT OF PUBLIC WORKS

The Contract Administrator for LOCAL AGENCY will be Rob Thorman

B. The work to be performed under this AGREEMENT is described in Article III Statement of Work and the approved CONSULTANT's Cost Proposal dated 3/25/24. The approved CONSULTANT's Cost Proposal is attached hereto Attachment 1 and incorporated by reference. If there is any conflict between the approved Cost Proposal and this AGREEMENT, this AGREEMENT shall take precedence.

C. CONSULTANT agrees to the fullest extent permitted by law, to indemnify, protect, defend, and hold harmless LOCAL AGENCY, its officers, officials, agents, employees and volunteers from and against any and all claims, damages, demands, liability, costs, losses and expenses, including without limitation, court costs and reasonable attorneys' and expert witness fees, arising out of any failure to comply with applicable law, any injury to or death of any person(s), damage to property, loss of use of property, economic loss or otherwise arising out of the performance of the work described herein, to the extent caused by a negligent act or negligent failure to act, errors, omissions, recklessness or willful misconduct incident to the performance of this AGREEMENT on the part of CONSULTANT, except such loss or damage which was caused by the sole negligence, or willful misconduct of LOCAL AGENCY, as determined by a Court of competent jurisdiction. The provisions of this section shall survive termination or suspension of this AGREEMENT.

D. CONSULTANT in the performance of this AGREEMENT, shall act in an independent capacity. It is understood and agreed that CONSULTANT (including CONSULTANT's employees) is an independent contractor and that no relationship of employer-employee exists between the Parties hereto. CONSULTANT's assigned personnel shall not be entitled to any benefits payable to employees of the LOCAL AGENCY.

E. LOCAL AGENCY is not required to make any deductions or withholdings from the compensation payable to CONSULTANT under the provisions of the AGREEMENT, and is not required to issue W-2 Forms for income and employment tax purposes for any of CONSULTANT's assigned personnel. CONSULTANT, in the performance of its obligation hereunder, is only subject to the control or direction of the LOCAL AGENCY as to the designation of tasks to be performed and the results to be accomplished.

F. Any third party person(s) employed by CONSULTANT shall be entirely and exclusively under the direction, supervision, and control of CONSULTANT. CONSULTANT hereby indemnifies and holds LOCAL AGENCY harmless from any and all claims that may be made against the LOCAL AGENCY. based upon any contention by any third party that an employer-employee relationship exists by reason of this AGREEMENT.

G. Except as expressly authorized herein, CONSULTANT's obligations under this AGREEMENT are not assignable or transferable, and CONSULTANT shall not subcontract any work, without the prior written approval of the LOCAL AGENCY. However, claims for money due or which become due to CONSULTANT from the LOCAL AGENCY under this AGREEMENT may be assigned to a financial institution or to a trustee in bankruptcy, without such approval. Notice of any assignment or transfer whether voluntary or involuntary shall be furnished promptly to the LOCAL AGENCY.

H. CONSULTANT shall be as fully responsible to the LOCAL AGENCY for the negligent acts and omissions of its contractors and subcontractors or subconsultants, and of persons either directly or indirectly employed by them, in the same manner as persons directly employed by CONSULTANT.

I. No alteration or variation of the terms of this AGREEMENT shall be valid, unless made in writing and signed by the parties authorized to bind the parties; and no oral understanding or agreement not incorporated herein, shall be binding on any of the parties hereto.

J. The consideration to be paid to CONSULTANT as provided herein, shall be in compensation for all of CONSULTANT's expenses incurred in the performance hereof, including travel and per diem, unless otherwise expressly so provided.

ARTICLE II CONSULTANT'S REPORTS OR MEETINGS

A. CONSULTANT shall submit progress reports on each specific project in accordance with the Task Order. These reports shall be submitted at least once a month. The report should be sufficiently detailed for LOCAL AGENCY's Contract Administrator or Project Coordinator to determine, if CONSULTANT is performing to expectations, or is on schedule; to provide communication of interim findings, and to sufficiently address any difficulties or special problems encountered, so remedies can be developed.

B. CONSULTANT's Project Manager shall meet with LOCAL AGENCY's Contract Administrator or Project Coordinator, as needed, to discuss progress on the project(s).

ARTICLE III STATEMENT OF WORK

A. CONSULTANT Services

Guidance and assistance with the preparation of all required environmental impact documentation(including Preliminary Environmental Studies associated with Caltrans Local Assistance Procedures, CEQA and NEPA documents.

Various Environmental Studies.

Preparation and/or peer review of technical environmental reports and analyses (biological studies, botanical studies, wetland delineations, archaeological reports, etc.).

Assist County staff in the preparation of permit applications for State and Federal agencies including but not limited to: Corps of Engineers, Regional Water Quality Control Board, Department of Fish and Game, U.S. Fish and Wildlife, and the U.S. Forest Service.

B. Right of Way
Right of Way needs and requirements are to be determined and shown by CONSULTANT.

C. Surveys
The CONSULTANT has the responsibility for performing preliminary surveys.

D. Subsurface Investigations
Shorings or other specialized services are to be made by others under the supervision of CONSULTANT, under appropriate provisions to be incorporated. Archaeological testing and data recovery guidance are in the Standard Environmental Reference.

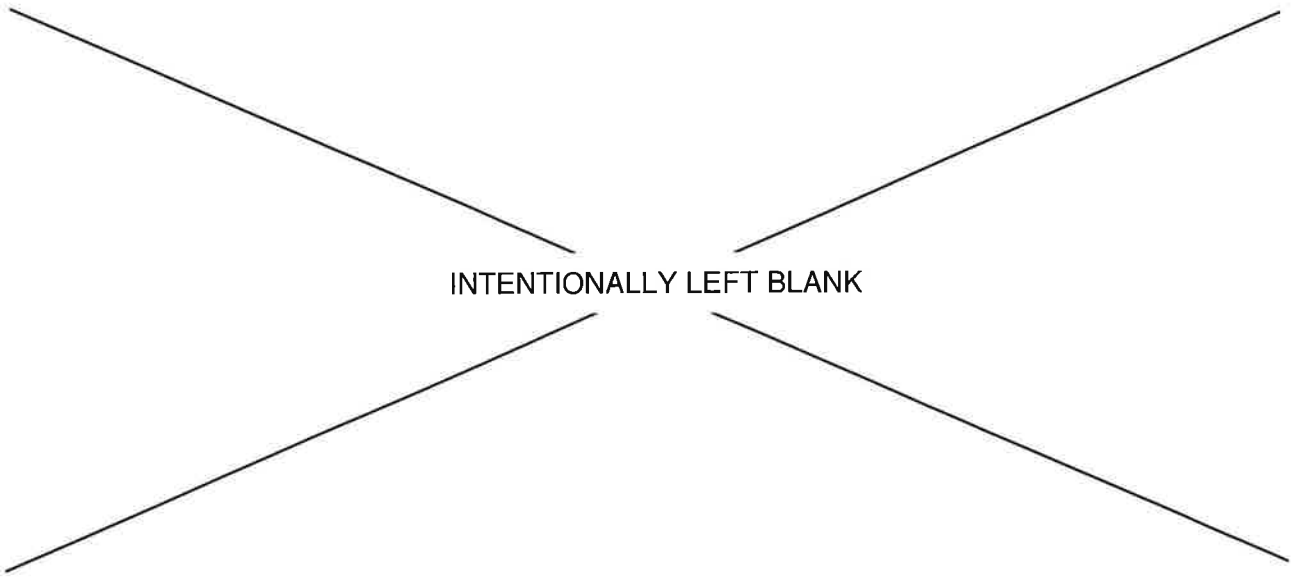
E. Local Agency Obligations
All data applicable to the project and in possession of LOCAL AGENCY, another agency, or government agency that are to be made available to CONSULTANT are referred to in the AGREEMENT. Any other assistance or services to be furnished to CONSULTANT are to be stated clearly.

F. Conferences, Site Visits, Inspection of Work
This AGREEMENT provides for conferences as needed, visits to the site, and inspection of the work by representatives of the LOCAL AGENCY, State, and/or FHWA. Costs incurred by CONSULTANT for meetings, subsequent to the initial meeting shall be included in the fee.

G. Checking Shop Drawings
Shop drawing review services to be provided by CONSULTANT per the attached rate sheet.

H. CONSULTANT Services During Construction
The extent, if any of CONSULTANT's services during the course of construction as material testing, construction surveys. etc., are specified in the AGREEMENT together with the method of payment for such services.

I. Documentation and Schedules
AGREEMENTs where appropriate, shall provide that CONSULTANT document the results of the work to the satisfaction of LOCAL AGENCY, and if applicable, the State and FHWA. This may include preparation of progress and final reports, plans, specifications and estimates, or similar evidence of attainment of the AGREEMENT objectives.



J. Deliverables and Number of Copies
The number of copies or documents to be furnished, such as reports, brochures, sets of plans, specifications, or Right of Way parcel maps shall be specified. Provision may be made for payment for additional copies.

ARTICLE IV PERFORMANCE PERIOD

A. This AGREEMENT shall go into effect on 4/16/24, contingent upon approval by LOCAL AGENCY, and CONSULTANT shall commence work after notification to proceed by LOCAL AGENCY'S Contract Administrator. The AGREEMENT shall end on 4/16/27, unless extended by AGREEMENT amendment.

B. CONSULTANT is advised that any recommendation for AGREEMENT award is not binding on LOCAL AGENCY until the AGREEMENT is fully executed and approved by LOCAL AGENCY.

C. The period of performance for each specific project shall be in accordance with the Task Order for that project. If work on a Task Order is in progress on the expiration date of this AGREEMENT, the terms of the AGREEMENT shall be extended by AGREEMENT amendment prior to the expiration of the contract to cover the time needed to complete the task order in progress only. The maximum term shall not exceed five (5) years.

ARTICLE V ALLOWABLE COSTS AND PAYMENTS

A. CONSULTANT will be reimbursed for hours worked at the hourly rates specified in the CONSULTANT's approved Cost Proposal. The specified hourly rates shall include direct salary costs, employee benefits, prevailing wages, employer payments, overhead, and fee. These rates are not adjustable for the performance period set forth in this AGREEMENT. CONSULTANT will be reimbursed within thirty (30) days upon receipt by LOCAL AGENCY'S Contract Administrator of itemized invoices in duplicate.

B. In addition, CONSULTANT will be reimbursed for incurred (actual) direct costs other than salary costs that are in the approved Cost Proposal and identified in the approved Cost Proposal and in the executed Task Order.

C. Specific projects will be assigned to CONSULTANT through issuance of Task Orders.

D. After a project to be performed under this AGREEMENT is identified by LOCAL AGENCY, LOCAL AGENCY will prepare a draft Task Order; less the cost estimate. A draft Task Order will identify the scope of services, expected results, project deliverables, period of performance, project schedule and will designate a LOCAL AGENCY Project Coordinator. The draft Task Order will be delivered to CONSULTANT for review. CONSULTANT shall return the draft Task Order within ten (10) calendar days along with a Cost Estimate, including a written estimate of the number of hours and hourly rates per staff person, any anticipated reimbursable expenses, overhead, fee if any, and total dollar amount. After agreement has been reached on the negotiable items and total cost; the finalized Task Order shall be signed by both LOCAL AGENCY and CONSULTANT.

E. Task Orders may be negotiated for a lump sum (Firm Fixed Price) or for specific rates of compensation, both of which must be based on the labor and other rates set forth in CONSULTANT's approved Cost Proposal.

CONSULTANT shall be responsible for any future adjustments to prevailing wage rates including, but not limited to, base hourly rates and employer payments as determined by the Department of Industrial Relations. CONSULTANT is responsible for paying the appropriate rate, including escalations that take place during the term of the AGREEMENT.

F. Reimbursement for transportation and subsistence costs shall not exceed State rates.

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G. When milestone cost estimates are included in the approved Cost Proposal, CONSULTANT shall obtain prior written approval in the form of an AGREEMENT amendment for a revised milestone cost estimate from the Contract Administrator before exceeding such estimate.

H. Progress payments for each Task Order will be made monthly in arrears based on services provided and actual costs incurred.

I. CONSULTANT shall not commence performance of work or services until this AGREEMENT has been approved by LOCAL AGENCY and notification to proceed has been issued by LOCAL AGENCY'S Contract Administrator. No payment will be made prior to approval or for any work performed prior to approval of this AGREEMENT.

J. A Task Order is of no force or effect until returned to LOCAL AGENCY and signed by an authorized representative of LOCAL AGENCY. No expenditures are authorized on a project and work shall not commence until a Task Order for that project has been executed by LOCAL AGENCY.

K. CONSULTANT will be reimbursed within thirty (30) days upon receipt by LOCAL AGENCY'S Contract Administrator of itemized invoices in duplicate. Separate invoices itemizing all costs are required for all work performed under each Task Order. Invoices shall be submitted no later than thirty (30) calendar days after the performance of work for which CONSULTANT is billing, or upon completion of the Task Order. Invoices shall detail the work performed on each milestone, on each project as applicable. Invoices shall follow the format stipulated for the approved Cost Proposal and shall reference this AGREEMENT number, project title and Task Order number. Credits due LOCAL AGENCY that include any equipment purchased under the provisions of Article XI Equipment Purchase, must be reimbursed by CONSULTANT prior to the expiration or termination of this AGREEMENT. Invoices shall be mailed to LOCAL AGENCY's Contract Administrator at the following address:

PLUMAS COUNTY DEPARTMENT OF PUBLIC WORKS
Contract Administrator: Rob Thorman
1834 E Main St - Quincy, CA 95971

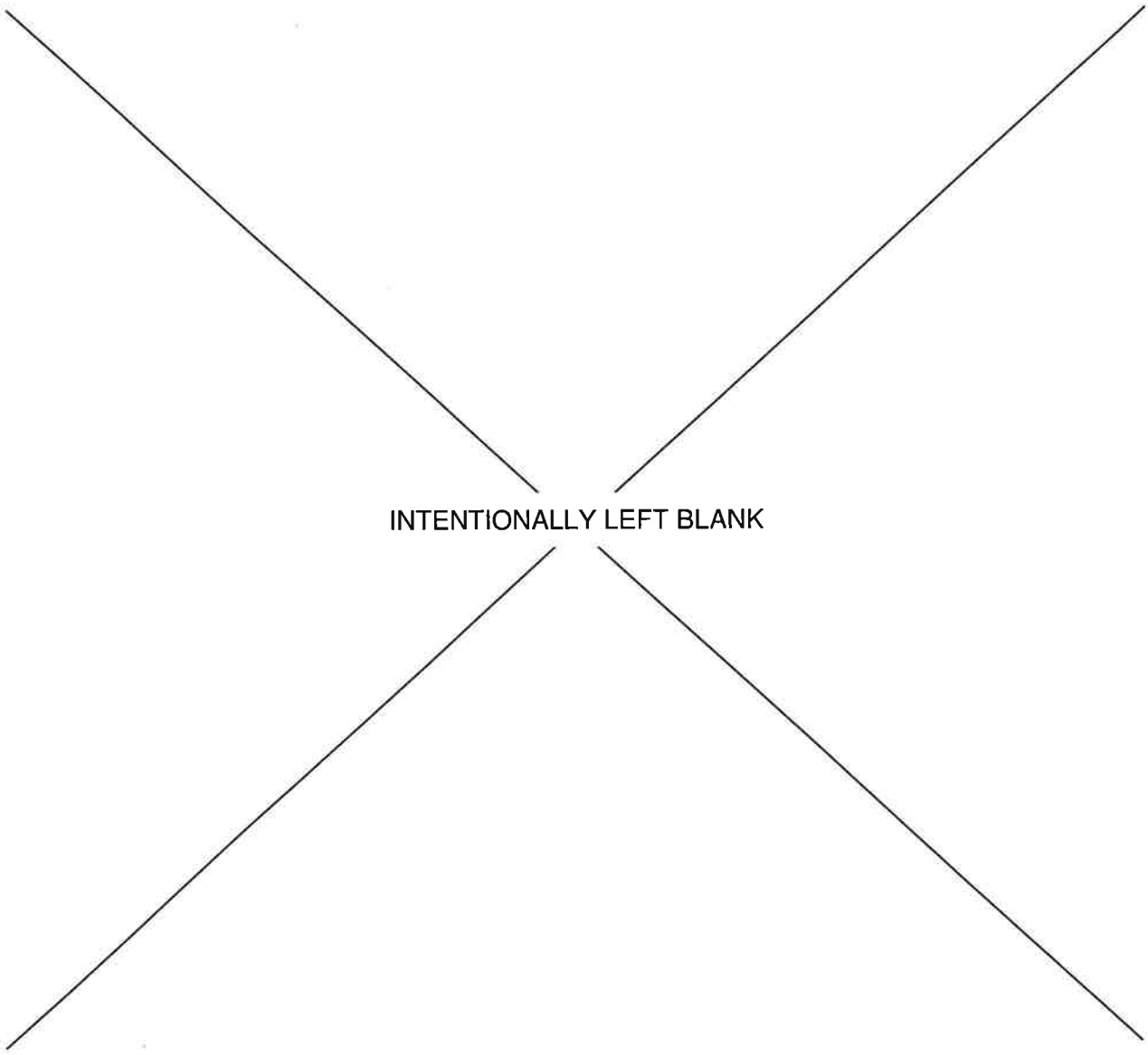
L. The period of performance for Task Orders shall be in accordance with dates specified in the Task Order. No Task Order will be written which extends beyond the expiration date of this AGREEMENT.

M. The total amount payable by LOCAL AGENCY for an individual Task Order shall not exceed the amount agreed to in the Task Order, unless authorized by amendment.

N. If CONSULTANT fails to satisfactorily complete a deliverable according to the schedule set forth in a Task Order, no payment will be made until the deliverable has been satisfactorily completed.

O. Task Orders may not be used to amend the language (or the terms) of this AGREEMENT nor to exceed the scope of work under this AGREEMENT.

P. The total amount payable by LOCAL AGENCY for all Task Orders resulting from this AGREEMENT shall not exceed $380,000. It is understood and agreed that there is no guarantee, either expressed or implied that this dollar amount will be authorized under this AGREEMENT through Task Orders.



ARTICLE VI TERMINATION

A. This AGREEMENT may be terminated by LOCAL AGENCY, provided that LOCAL AGENCY gives not less than thirty (30) calendar days' written notice (delivered by certified mail, return receipt requested) of intent to terminate. Upon termination, LOCAL AGENCY shall be entitled to all work, including but not limited to, reports, investigations, appraisals, inventories, studies, analyses, drawings and data estimates performed to that date, whether completed or not.

Notwithstanding

B. LOCAL AGENCY may temporarily suspend this AGREEMENT, at no additional cost to LOCAL AGENCY, provided that CONSULTANT is given written notice (delivered by certified mail, return receipt requested) of temporary suspension. If LOCAL AGENCY gives such notice of temporary suspension, CONSULTANT shall immediately suspend its activities under this AGREEMENT. A temporary suspension may be issued concurrent with the notice of termination.

C. Notwithstanding any provisions of this AGREEMENT, CONSULTANT shall not be relieved of liability to LOCAL AGENCY for damages sustained by the LOCAL AGENCY by virtue of any breach of this AGREEMENT by CONSULTANT, and the LOCAL AGENCY may withhold any payments due to CONSULTANT until such time as the exact amount of damages, if any, due to the LOCAL AGENCY from CONSULTANT is determined.

D. In the event of termination, CONSULTANT shall be compensated as provided for in this AGREEMENT. Upon termination, LOCAL AGENCY shall be entitled to all work, including but not limited to, reports, investigations, appraisals, inventories, studies, analyses, drawings and data estimates performed to that date, whether completed or not.

ARTICLE VII COST PRINCIPLES AND ADMINISTRATIVE REQUIREMENTS

A. The CONSULTANT agrees that 48 CFR 31, Contract Cost Principles and Procedures, shall be used to determine the allowability of individual terms of cost.

B. The CONSULTANT also agrees to comply with Federal procedures in accordance with 2 CFR 200, Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards.

C. Any costs for which payment has been made to the CONSULTANT that are determined by subsequent audit to be unallowable under 48 CFR 31 or 2 CFR 200 are subject to repayment by the CONSULTANT to LOCAL AGENCY.

D. When a CONSULTANT or Subconsultant is a Non-Profit Organization or an Institution of Higher Education, the Cost Principles for Title 2 CFR 200, Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards shall apply.

ARTICLE VIII RETENTION OF RECORD/AUDITS

For the purpose of determining compliance with Gov. Code § 8546.7, the CONSULTANT, Subconsultants, and LOCAL AGENCY shall maintain all books, documents, papers, accounting records, Independent CPA Audited Indirect Cost Rate workpapers, and other evidence pertaining to the performance of the AGREEMENT including, but not limited to, the costs of administering the AGREEMENT. All parties, including the CONSULTANT's Independent CPA, shall make such workpapers and materials available at their respective offices at all reasonable times during the AGREEMENT period and for three (3) years from the date of final payment under the AGREEMENT and records for real property and equipment acquired with federal funds must be retained for three (3) years after final disposition. LOCAL AGENCY, Caltrans Auditor, FHWA, or any duly authorized representative of the Federal government having jurisdiction under Federal laws or regulations (including the basis of Federal funding in whole or in part) shall have access to any books, records, and documents of the CONSULTANT, Subconsultants, and the CONSULTANT's Independent CPA, that are pertinent to the AGREEMENT for audits, examinations, workpaper review, excerpts, and transactions, and copies thereof shall be furnished if requested without limitation.

ARTICLE IX AUDIT REVIEW PROCEDURES

A. Any dispute concerning a question of fact arising under an interim or post audit of this AGREEMENT that is not disposed of by AGREEMENT, shall be reviewed by LOCAL AGENCY'S Chief Financial Officer.

B. Not later than thirty (30) calendar days after issuance of the final audit report, CONSULTANT may request a review by LOCAL AGENCY'S Chief Financial Officer of unresolved audit issues. The request for review will be submitted in writing.

C. Neither the pendency of a dispute nor its consideration by LOCAL AGENCY will excuse CONSULTANT from full and timely performance, in accordance with the terms of this AGREEMENT.

D. CONSULTANT and subconsultant AGREEMENTs, including cost proposals and Indirect Cost Rates (ICR), may be subject to audits or reviews such as, but not limited to, an AGREEMENT audit, an incurred cost audit, an ICR Audit, or a CPA ICR audit work paper review. If selected for audit or review, the AGREEMENT, cost proposal and ICR and related work papers, if applicable, will be reviewed to verify compliance with 48 CFR 31 and other related laws and regulations. In the instances of a CPA ICR audit work paper review it is CONSULTANT's responsibility to ensure federal, LOCAL AGENCY, or local government officials are allowed full access to the CPA's work papers including making copies as necessary. The AGREEMENT, cost proposal, and ICR shall be adjusted by CONSULTANT and approved by LOCAL AGENCY Contract Administrator to conform to the audit or review recommendations. CONSULTANT agrees that individual terms of costs identified in the audit report shall be incorporated into the AGREEMENT by this reference if directed by LOCAL AGENCY at its sole discretion. Refusal by CONSULTANT to incorporate audit or review recommendations, or to ensure that the federal, LOCAL AGENCY or local governments have access to CPA work papers, will be considered a breach of AGREEMENT terms and cause for termination of the AGREEMENT and disallowance of prior reimbursed costs.

E. CONSULTANT's Cost Proposal may be subject to a CPA ICR Audit Work Paper Review and/or audit by the Independent Office of Audits and Investigations (IOAI). IOAI, at its sole discretion, may review and/or audit and approve the CPA ICR documentation. The Cost Proposal shall be adjusted by the CONSULTANT and approved by the LOCAL AGENCY Contract Administrator to conform to the Work Paper Review recommendations included in the management letter or audit recommendations included in the audit report. Refusal by the CONSULTANT to incorporate the Work Paper Review recommendations included in the management letter or audit recommendations included in the audit report will be considered a breach of the AGREEMENT terms and cause for termination of the AGREEMENT and disallowance of prior reimbursed costs.

   1. During IOAI's review of the ICR audit work papers created by the CONSULTANT's independent CPA, IOAI will work with the CPA and/or CONSULTANT toward a resolution of issues that arise during the review. Each party agrees to use its best efforts to resolve any audit disputes in a timely manner. If IOAI identifies significant issues during the review and is unable to issue a cognizant approval letter, LOCAL AGENCY will reimburse the CONSULTANT at an accepted ICR until a FAR (Federal Acquisition Regulation) compliant ICR (e.g. 48 CFR Part 31; GAGAS (Generally Accepted Auditing Standards); CAS (Cost Accounting Standards), if applicable; in accordance with procedures and guidelines of the American Association of State Highways and Transportation Officials (AASHTO) Audit Guide; and other applicable procedures and guidelines) is received and approved by IOAI.

Accepted rates will be as follows:

a. If the proposed rate is less than one hundred fifty percent (150%) - the accepted rate reimbursed will be ninety percent (90%) of the proposed rate.

b. If the proposed rate is between one hundred fifty percent (150%) and two hundred percent (200%) - the accepted rate will be eighty-five percent (85%) of the proposed rate.

c. If the proposed rate is greater than two hundred percent (200%) - the accepted rate will be seventy-five percent (75%) of the proposed rate.

2. If IOAI is unable to issue a cognizant letter per paragraph E.1. above, IOAI may require CONSULTANT to submit a revised independent CPA-audited ICR and audit report within three (3) months of the effective date of the management letter. IOAI will then have up to six (6) months to review the CONSULTANT's and/or the independent CPA's revisions.

3. If the CONSULTANT fails to comply with the provisions of this paragraph E, or if IOAI is still unable to issue a cognizant approval letter after the revised independent CPA audited ICR is submitted, overhead cost reimbursement will be limited to the accepted ICR that was established upon initial rejection of the ICR and set forth in paragraph E.1. above for all rendered services. In this event, this accepted ICR will become the actual and final ICR for reimbursement purposes under this AGREEMENT.

4. CONSULTANT may submit to LOCAL AGENCY final invoice only when all of the following items have occurred: (1) IOAI accepts or adjusts the original or revised independent CPA audited ICR; (2) all work under this AGREEMENT has been completed to the satisfaction of LOCAL AGENCY; and, (3) IOAI has issued its final ICR review letter. The CONSULTANT MUST SUBMIT ITS FINAL INVOICE TO LOCAL AGENCY no later than sixty (60) calendar days after occurrence of the last of these items. The accepted ICR will apply to this AGREEMENT and all other agreements executed between LOCAL AGENCY and the CONSULTANT, either as a prime or subconsultant, with the same fiscal period ICR.

ARTICLE X SUBCONTRACTING

A. Nothing contained in this AGREEMENT or otherwise, shall create any contractual relation between the LOCAL AGENCY and any Subconsultants, and no subagreement shall relieve the CONSULTANT of its responsibilities and obligations hereunder. The CONSULTANT agrees to be as fully responsible to the LOCAL AGENCY for the acts and omissions of its Subconsultants and of persons either directly or indirectly employed by any of them as it is for the acts and omissions of persons directly employed by the CONSULTANT. The CONSULTANT's obligation to pay its Subconsultants is an independent obligation from the LOCAL AGENCY's obligation to make payments to the CONSULTANT.

B. The CONSULTANT shall perform the work contemplated with resources available within its own organization and no portion of the work shall be subcontracted without written authorization by the LOCAL AGENCY Contract Administrator, except that which is expressly identified in the CONSULTANT's approved Cost Proposal.

C. Any subagreement entered into as a result of this AGREEMENT, shall contain all the provisions stipulated in this entire AGREEMENT to be applicable to Subconsultants unless otherwise noted.

D. CONSULTANT shall pay its Subconsultants within Fifteen (15) calendar days from receipt of each payment made to the CONSULTANT by the LOCAL AGENCY.

E. Any substitution of Subconsultants must be approved in writing by the LOCAL AGENCY Contract Administrator in advance of assigning work to a substitute Subconsultant.

F. Prompt Progress Payment

CONSULTANT or subconsultant shall pay to any subconsultant, not later than fifteen (15) days after receipt of each progress payment, unless otherwise agreed to in writing, the respective amounts allowed CONSULTANT on account of the work performed by the subconsultants, to the extent of each subconsultant's interest therein. In the event that there is a good faith dispute over all or any portion of the amount due on a progress payment from CONSULTANT or subconsultant to a subconsultant, CONSULTANT or subconsultant may withhold no more than 150 percent of the disputed amount. Any violation of this requirement shall constitute a cause for disciplinary action and shall subject the licensee to a penalty, payable to the subconsultant, of 2 percent of the amount due per month for every month that payment is not made.

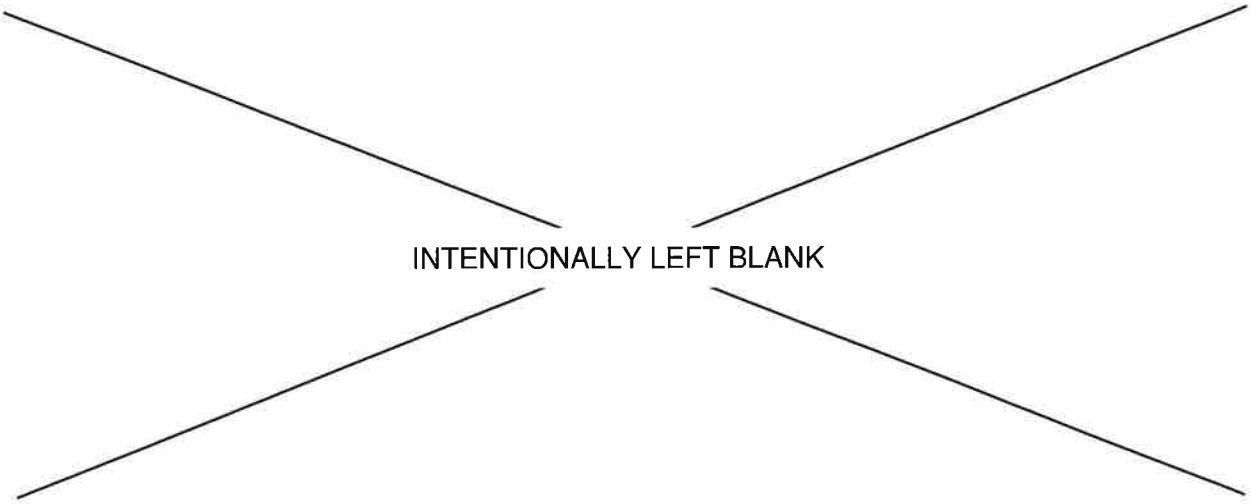
In any action for the collection of funds wrongfully withheld, the prevailing party shall be entitled to his or her attorney's fees and costs. The sanctions authorized under this requirement shall be separate from, and in addition to, all other remedies, either civil, administrative, or criminal. This clause applies to both DBE and non-DBE subconsultants.

G. Prompt Payment of Withheld Funds to Subconsultants

The LOCAL AGENCY may hold retainage from CONSULTANT and shall make prompt and regular incremental acceptances of portions, as determined by the LOCAL AGENCY, of the contract work, and pay retainage to CONSULTANT based on these acceptances. The LOCAL AGENCY shall designate one of the methods below in the contract to ensure prompt and full payment of any retainage kept by CONSULTANT or subconsultant to a subconsultant.

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Method 2: No retainage will be held by the LOCAL AGENCY from progress payments due to CONSULTANT. Any retainage kept by CONSULTANT or by a subconsultant must be paid in full to the earning subconsultant within 15 days after the subconsultant's work is satisfactorily completed. Any delay or postponement of payment may take place only for good cause and with the LOCAL AGENCY's prior written approval. Any violation of these provisions shall subject the violating CONSULTANT or subconsultant to the penalties, sanctions, and remedies specified in Section 3321 of the California Civil Code. This requirement shall not be construed to limit or impair any contractual, administrative or judicial remedies, otherwise available to CONSULTANT or subconsultant in the event of a dispute involving late payment or nonpayment by CONSULTANT, deficient subconsultant performance and/or noncompliance by a subconsultant. This clause applies to both DBE and non-DBE subconsultants.



Any violation of these provisions shall subject the violating CONSULTANT or subconsultant to the penalties, sanctions and other remedies specified therein. These requirements shall not be construed to limit or impair any contractual, administrative, or judicial remedies otherwise available to CONSULTANT or subconsultant in the event of a dispute involving late payment or nonpayment by CONSULTANT, deficient subcontract performance, or noncompliance by a subconsultant.

ARTICLE XI EQUIPMENT PURCHASE AND OTHER CAPITAL EXPENDITURES

A. Prior authorization in writing by LOCAL AGENCY's Contract Administrator shall be required before CONSULTANT enters into any unbudgeted purchase order, or subcontract exceeding five thousand dollars ($5,000) for supplies, equipment, or CONSULTANT services. CONSULTANT shall provide an evaluation of the necessity or desirability of incurring such costs.

B. For purchase of any item, service, or consulting work not covered in CONSULTANT's approved Cost Proposal and exceeding five thousand dollars ($5,000), with prior authorization by LOCAL AGENCY's Contract Administrator, three competitive quotations must be submitted with the request, or the absence of proposal must be adequately justified.

C. Any equipment purchased with funds provided under the terms of this AGREEMENT is subject to the following:

1. CONSULTANT shall maintain an inventory of all nonexpendable property. Nonexpendable property is defined as having a useful life of at least two years and an acquisition cost of five thousand dollars ($5,000) or more. If the purchased equipment needs replacement and is sold or traded in, LOCAL AGENCY shall receive a proper refund or credit at the conclusion of the AGREEMENT, or if the AGREEMENT is terminated, CONSULTANT may either keep the equipment and credit LOCAL AGENCY in an amount equal to its fair market value, or sell such equipment at the best price obtainable at a public or private sale, in accordance with established LOCAL AGENCY procedures; and credit LOCAL AGENCY in an amount equal to the sales price. If CONSULTANT elects to keep the equipment, fair market value shall be determined at CONSULTANT's expense, on the basis of a competent independent appraisal of such equipment. Appraisals shall be obtained from an appraiser mutually agreeable to by LOCAL AGENCY and CONSULTANT, if it is determined to sell the equipment, the terms and conditions of such sale must be approved in advance by LOCAL AGENCY.

2. Regulation 2 CFR 200 requires a credit to Federal funds when participating equipment with a fair market value greater than five thousand dollars ($5,000) is credited to the project.

ARTICLE XII STATE PREVAILING WAGE RATES

A. No CONSULTANT or Subconsultant may be awarded an AGREEMENT containing public work elements unless registered with the Department of Industrial Relations (DIR) pursuant to Labor Code §1725.5. Registration with DIR must be maintained throughout the entire term of this AGREEMENT, including any subsequent amendments.

B. The CONSULTANT shall comply with all of the applicable provisions of the California Labor Code requiring the payment of prevailing wages. The General Prevailing Wage Rate Determinations applicable to work under this AGREEMENT are available and on file with the Department of Transportation's Regional/District Labor Compliance Officer (https://dot.ca.gov/programs/construction/labor-compliance). These wage rates are made a specific part of this AGREEMENT by reference pursuant to Labor Code §1773.2 and will be applicable to work performed at a construction project site. Prevailing wages will be applicable to all inspection work performed at LOCAL AGENCY construction sites, at LOCAL AGENCY facilities and at off-site locations that are set up by the construction contractor or one of its subcontractors solely and specifically to serve LOCAL AGENCY projects. Prevailing wage requirements do not apply to inspection work performed at the facilities of vendors and commercial materials suppliers that provide goods and services to the general public.

C. General Prevailing Wage Rate Determinations applicable to this project may also be obtained from the Department of Industrial Relations website at http://www.dir.ca.gov.

D. Payroll Records

1. Each CONSULTANT and Subconsultant shall keep accurate certified payroll records and supporting documents as mandated by Labor Code §1776 and as defined in 8 CCR §16000 showing the name, address, social security number, work classification, straight time and overtime hours worked each day and week, and the actual per diem wages paid to each journeyman, apprentice, worker, or other employee employed by the CONSULTANT or Subconsultant in connection with the public work. Each payroll record shall contain or be verified by a written declaration that it is made under penalty of perjury, stating both of the following:

    a. The information contained in the payroll record is true and correct.

    b. The employer has complied with the requirements of Labor Code §1771, §1811, and §1815 for any work performed by his or her employees on the public works project.

2. The payroll records enumerated under paragraph (1) above shall be certified as correct by the CONSULTANT under penalty of perjury. The payroll records and all supporting documents shall be made available for inspection and copying by LOCAL AGENCY representatives at all reasonable hours at the principal office of the CONSULTANT. The CONSULTANT shall provide copies of certified payrolls or permit inspection of its records as follows:

    a. A certified copy of an employee's payroll record shall be made available for inspection or furnished to the employee or the employee's authorized representative on request.

    b. A certified copy of all payroll records enumerated in paragraph (1) above, shall be made available for inspection or furnished upon request to a representative of LOCAL AGENCY, the Division of Labor Standards Enforcement and the Division of Apprenticeship Standards of the Department of Industrial Relations. Certified payrolls submitted to LOCAL AGENCY, the Division of Labor Standards Enforcement and the Division of Apprenticeship Standards shall not be altered or obliterated by the CONSULTANT.

c. The public shall not be given access to certified payroll records by the CONSULTANT. The CONSULTANT is required to forward any requests for certified payrolls to the LOCAL AGENCY Contract Administrator by both email and regular mail on the business day following receipt of the request.

3. Each CONSULTANT shall submit a certified copy of the records enumerated in paragraph (1) above, to the entity that requested the records within ten (10) calendar days after receipt of a written request.

4. Any copy of records made available for inspection as copies and furnished upon request to the public or any public agency by LOCAL AGENCY shall be marked or obliterated in such a manner as to prevent disclosure of each individual's name, address, and social security number. The name and address of the CONSULTANT or Subconsultant performing the work shall not be marked or obliterated.

5. The CONSULTANT shall inform LOCAL AGENCY of the location of the records enumerated under paragraph (1) above, including the street address, city and county, and shall, within five (5) working days, provide a notice of a change of location and address.

6. The CONSULTANT or Subconsultant shall have ten (10) calendar days in which to comply subsequent to receipt of written notice requesting the records enumerated in paragraph (1) above. In the event the CONSULTANT or Subconsultant fails to comply within the ten (10) day period, he or she shall, as a penalty to LOCAL AGENCY, forfeit one hundred dollars ($100) for each calendar day, or portion thereof, for each worker, until strict compliance is effectuated. Such penalties shall be withheld by LOCAL AGENCY from payments then due. CONSULTANT is not subject to a penalty assessment pursuant to this section due to the failure of a Subconsultant to comply with this section.

E. When prevailing wage rates apply, the CONSULTANT is responsible for verifying compliance with certified payroll requirements. Invoice payment will not be made until the invoice is approved by the LOCAL AGENCY Contract Administrator.

F. Penalty

1. The CONSULTANT and any of its Subconsultants shall comply with Labor Code §1774 and §1775. Pursuant to Labor Code §1775, the CONSULTANT and any Subconsultant shall forfeit to the LOCAL AGENCY a penalty of not more than two hundred dollars ($200) for each calendar day, or portion thereof, for each worker paid less than the prevailing rates as determined by the Director of DIR for the work or craft in which the worker is employed for any public work done under the AGREEMENT by the CONSULTANT or by its Subconsultant in violation of the requirements of the Labor Code and in particular, Labor Code §§1770 to 1780, inclusive.

2. The amount of this forfeiture shall be determined by the Labor Commissioner and shall be based on consideration of mistake, inadvertence, or neglect of the CONSULTANT or Subconsultant in failing to pay the correct rate of prevailing wages, or the previous record of the CONSULTANT or Subconsultant in meeting their respective prevailing wage obligations, or the willful failure by the CONSULTANT or Subconsultant to pay the correct rates of prevailing wages. A mistake, inadvertence, or neglect in failing to pay the correct rates of prevailing wages is not excusable if the CONSULTANT or Subconsultant had knowledge of the obligations under the Labor Code. The CONSULTANT is responsible for paying the appropriate rate, including any escalations that take place during the term of the AGREEMENT.

3. In addition to the penalty and pursuant to Labor Code §1775, the difference between the prevailing wage rates and the amount paid to each worker for each calendar day or portion thereof for which each worker was paid less than the prevailing wage rate shall be paid to each worker by the CONSULTANT or Subconsultant.

4. If a worker employed by a Subconsultant on a public works project is not paid the general prevailing per diem wages by the Subconsultant, the CONSULTANT of the project is not liable for the penalties described above unless the CONSULTANT had knowledge of that failure of the Subconsultant to pay the specified prevailing rate of wages to those workers or unless the CONSULTANT fails to comply with all of the following requirements:

    a. The AGREEMENT executed between the CONSULTANT and the Subconsultant for the performance of work on public works projects shall include a copy of the requirements in Labor Code §§ 1771, 1775, 1776, 1777.5, 1813, and 1815.

    b. The CONSULTANT shall monitor the payment of the specified general prevailing rate of per diem wages by the Subconsultant to the employees by periodic review of the certified payroll records of the Subconsultant.

    c. Upon becoming aware of the Subconsultant's failure to pay the specified prevailing rate of wages to the Subconsultant's workers, the CONSULTANT shall diligently take corrective action to halt or rectify the failure, including but not limited to, retaining sufficient funds due the Subconsultant for work performed on the public works project.

    d. Prior to making final payment to the Subconsultant for work performed on the public works project, the CONSULTANT shall obtain an affidavit signed under penalty of perjury from the Subconsultant that the Subconsultant had paid the specified general prevailing rate of per diem wages to the Subconsultant's employees on the public works project and any amounts due pursuant to Labor Code §1813.

5. Pursuant to Labor Code §1775, LOCAL AGENCY shall notify the CONSULTANT on a public works project within fifteen (15) calendar days of receipt of a complaint that a Subconsultant has failed to pay workers the general prevailing rate of per diem wages.

6. If LOCAL AGENCY determines that employees of a Subconsultant were not paid the general prevailing rate of per diem wages and if LOCAL AGENCY did not retain sufficient money under the AGREEMENT to pay those employees the balance of wages owed under the general prevailing rate of per diem wages, the CONSULTANT shall withhold an amount of moneys due the Subconsultant sufficient to pay those employees the general prevailing rate of per diem wages if requested by LOCAL AGENCY.

G. Hours of Labor

Eight (8) hours labor constitutes a legal day's work. The CONSULTANT shall forfeit, as a penalty to the LOCAL AGENCY, twenty-five dollars ($25) for each worker employed in the execution of the AGREEMENT by the CONSULTANT or any of its Subconsultants for each calendar day during which such worker is required or permitted to work more than eight (8) hours in any one calendar day and forty (40) hours in any one calendar week in violation of the provisions of the Labor Code, and in particular §§1810 to 1815 thereof, inclusive, except that work performed by employees in excess of eight (8) hours per day, and forty (40) hours during any one week, shall be permitted upon compensation for all hours worked in excess of eight (8) hours per day and forty (40) hours in any week, at not less than one and one-half (1.5) times the basic rate of pay, as provided in §1815.

H. Employment of Apprentices

1. Where either the prime AGREEMENT or the subagreement exceeds thirty thousand dollars ($30,000), the CONSULTANT and any subconsultants under him or her shall comply with all applicable requirements of Labor Code §§ 1777.5, 1777.6 and 1777.7 in the employment of apprentices.

2. CONSULTANTs and subconsultants are required to comply with all Labor Code requirements regarding the employment of apprentices, including mandatory ratios of journey level to apprentice workers. Prior to commencement of work, CONSULTANT and subconsultants are advised to contact the DIR Division of Apprenticeship Standards website at https://www.dir.ca.gov/das/, for additional information regarding the employment of apprentices and for the specific journey-to- apprentice ratios for the AGREEMENT work. The CONSULTANT is responsible for all subconsultants' compliance with these requirements. Penalties are specified in Labor Code §1777.7.

ARTICLE XIII CONFLICT OF INTEREST

A. During the term of this AGREEMENT, the CONSULTANT shall disclose any financial, business, or other relationship with LOCAL AGENCY that may have an impact upon the outcome of this AGREEMENT or any ensuing LOCAL AGENCY construction project. The CONSULTANT shall also list current clients who may have a financial interest in the outcome of this AGREEMENT or any ensuing LOCAL AGENCY construction project which will follow.

B. CONSULTANT certifies that it has disclosed to LOCAL AGENCY any actual, apparent, or potential conflicts of interest that may exist relative to the services to be provided pursuant to this AGREEMENT. CONSULTANT agrees to advise LOCAL AGENCY of any actual, apparent or potential conflicts of interest that may develop subsequent to the date of execution of this AGREEMENT. CONSULTANT further agrees to complete any statements of economic interest if required by either LOCAL AGENCY ordinance or State law.

C. The CONSULTANT hereby certifies that it does not now have, nor shall it acquire any financial or business interest that would conflict with the performance of services under this AGREEMENT.

D. The CONSULTANT hereby certifies that the CONSULTANT or subconsultant and any firm affiliated with the CONSULTANT or subconsultant that bids on any construction contract or on any Agreement to provide construction inspection for any construction project resulting from this AGREEMENT, has established necessary controls to ensure a conflict of interest does not exist. An affiliated firm is one, which is subject to the control of the same persons, through joint ownership or otherwise.

ARTICLE XIV REBATES, KICKBACKS OR OTHER UNLAWFUL CONSIDERATION

The CONSULTANT warrants that this AGREEMENT was not obtained or secured through rebates, kickbacks or other unlawful consideration either promised or paid to any LOCAL AGENCY employee. For breach or violation of this warranty, LOCAL AGENCY shall have the right, in its discretion, to terminate this AGREEMENT without liability, to pay only for the value of the work actually performed, or to deduct from this AGREEMENT price or otherwise recover the full amount of such rebate, kickback or other unlawful consideration.

ARTICLE XV PROHIBITION OF EXPENDING LOCAL AGENCY, STATE, OR FEDERAL FUNDS FOR LOBBYING

A. The CONSULTANT certifies, to the best of his or her knowledge and belief, that:

1. No State, Federal, or LOCAL AGENCY appropriated funds have been paid or will be paid, by or on behalf of the CONSULTANT, to any person for influencing or attempting to influence an officer or employee of any local, State, or Federal agency, a Member of the State Legislature or United States Congress, an officer or employee of the Legislature or Congress, or any employee of a Member of the Legislature or Congress in connection with the awarding or making of this AGREEMENT, or with the extension, continuation, renewal, amendment, or modification of this AGREEMENT.

2. If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a member of Congress in connection with this AGREEMENT, the CONSULTANT shall complete and submit Standard Form-LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions.

B. This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by 31 U.S.C. §1352. Any person who fails to file the required certification shall be subject to a civil penalty of not less than ten thousand dollars ($10,000) and not more than one hundred thousand dollars ($100,000) for each such failure.

C. The CONSULTANT also agrees by signing this document that he or she shall require that the language of this certification be included in all lower tier subagreements, which exceed one hundred thousand dollars ($100,000), and that all such subrecipients shall certify and disclose accordingly.

ARTICLE XVI NON-DISCRIMINATION CLAUSE AND STATEMENT OF COMPLIANCE

A. The CONSULTANT's signature affixed herein and dated shall constitute a certification under penalty of perjury under the laws of the State of California that the CONSULTANT has, unless exempt, complied with the nondiscrimination program requirements of Gov. Code §12990 and 2 CCR § 8103.

B. During the performance of this AGREEMENT, CONSULTANT and its subconsultants shall not deny the AGREEMENT's benefits to any person on the basis of race, religious creed, color, national origin, ancestry, physical disability, mental disability, medical condition, genetic information, marital status, sex, gender, gender identity, gender expression, age, sexual orientation, or military and veteran status, nor shall they unlawfully discriminate, harass, or allow harassment against any employee or applicant for employment because of race, religious creed, color, national origin, ancestry, physical disability, mental disability, medical condition, genetic information, marital status, sex, gender, gender identity, gender expression, age, sexual orientation, or military and veteran status. CONSULTANT and subconsultants shall insure that the evaluation and treatment of their employees and applicants for employment are free from such discrimination and harassment.

C. CONSULTANT and subconsultants shall comply with the provisions of the Fair Employment and Housing Act (Gov. Code §12990 et seq.), the applicable regulations promulgated there under (2

CCR §11000 et seq.), the provisions of Gov. Code §§11135-11139.5, and the regulations or standards adopted by LOCAL AGENCY to implement such article. The applicable regulations of the Fair Employment and Housing Commission implementing Gov. Code §12990 (a-f), set forth 2 CCR §§8100-8504, are incorporated into this AGREEMENT by reference and made a part hereof as if set forth in full.

D. CONSULTANT shall permit access by representatives of the Department of Fair Employment and Housing and the LOCAL AGENCY upon reasonable notice at any time during the normal business hours, but in no case less than twenty-four (24) hours' notice, to such of its books, records, accounts, and all other sources of information and its facilities as said Department or LOCAL AGENCY shall require to ascertain compliance with this clause.

E. CONSULTANT and its subconsultants shall give written notice of their obligations under this clause to labor organizations with which they have a collective bargaining or other Agreement.

F. CONSULTANT shall include the nondiscrimination and compliance provisions of this clause in all subcontracts to perform work under this AGREEMENT.

G. The CONSULTANT, with regard to the work performed under this AGREEMENT, shall act in accordance with Title VI of the Civil Rights Act of 1964 (42 U.S.C. §2000d et seq.). Title VI provides that the recipients of federal assistance will implement and maintain a policy of nondiscrimination in which no person in the United States shall, on the basis of race, color, national origin, religion, sex, age, disability, be excluded from participation in, denied the benefits of or subject to discrimination under any program or activity by the recipients of federal assistance or their assignees and successors in interest.

H. The CONSULTANT shall comply with regulations relative to non-discrimination in federally-assisted programs of the U.S. Department of Transportation (49 CFR 21 - Effectuation of Title VI of the Civil Rights Act of 1964). Specifically, the CONSULTANT shall not participate either directly or indirectly in the discrimination prohibited by 49 CFR §21.5, including employment practices and the selection and retention of Subconsultants.

I. CONSULTANT, subrecipient or subconsultant will never exclude any person from participation in, deny any person the benefits of, or otherwise discriminate against anyone in connection with the award and performance of any contract covered by 49 CFR 26 on the basis of race, color, sex, or national origin. In administering the LOCAL AGENCY components of the DBE Program Plan, CONSULTANT, subrecipient or subconsultant will not, directly, or through contractual or other arrangements, use criteria or methods of administration that have the effect of defeating or substantially impairing accomplishment of the objectives of the DBE Program Plan with respect to individuals of a particular race, color, sex, or national origin.

ARTICLE XVII DEBARMENT AND SUSPENSION CERTIFICATION

A. The CONSULTANT's signature affixed herein shall constitute a certification under penalty of perjury under the laws of the State of California, that the CONSULTANT or any person associated therewith in the capacity of owner, partner, director, officer or manager:

1. Is not currently under suspension, debarment, voluntary exclusion, or determination of ineligibility by any federal agency;
2. Has not been suspended, debarred, voluntarily excluded, or determined ineligible by any federal agency within the past three (3) years;
3. Does not have a proposed debarment pending; and

4. Has not been indicted, convicted, or had a civil judgment rendered against it by a court of competent jurisdiction in any matter involving fraud or official misconduct within the past three (3) years.

B. Any exceptions to this certification must be disclosed to LOCAL AGENCY. Exceptions will not necessarily result in denial of recommendation for award, but will be considered in determining responsibility. Disclosures must indicate the party to whom the exceptions apply, the initiating agency, and the dates of agency action.

C. Exceptions to the Federal Government excluded parties (https://sam.gov/content/home) maintained by the U.S. General Services Administration are to be determined by FHWA.

ARTICLE XVIII DISADVANTAGED BUSINESS ENTERPRISES (DBE) PARTICIPATION

A. CONSULTANT, subrecipient (LOCAL AGENCY), or subconsultant shall take necessary and reasonable steps to ensure that DBEs have opportunities to participate in the contract (49 CFR 26). To ensure equal participation of DBEs provided in 49 CFR 26.5, the LOCAL AGENCY shows a contract goal for DBEs. CONSULTANT shall make work available to DBEs and select work parts consistent with available DBE subconsultants and suppliers.

CONSULTANT shall meet the DBE goal shown elsewhere in these special provisions or demonstrate that they made adequate Good Faith Efforts (GFE) to meet this goal. It is CONSULTANT's responsibility to verify at date of proposal opening that the DBE firm is certified as a DBE by using the California Unified Certification Program (CUCP) database and possesses the most specific available North American Industry Classification System (NAICS) codes and work code applicable to the type of work the firm will perform on the contract. Additionally, the CONSULTANT is responsible to document the verification record by printing out the CUCP data for each DBE firm. A list of DBEs certified by the CUCP can be found at https://dot.ca.gov/programs/civil-rights/dbe-search.

All DBE participation will count toward the California Department of Transportation's federally mandated statewide overall DBE goal. Credit for materials or supplies CONSULTANT purchases from DBEs counts towards the goal in the following manner:

- 100 percent counts if the materials or supplies are obtained from a DBE manufacturer.
- 60 percent counts if the materials or supplies are purchased from a DBE regular dealer.
- Only fees, commissions, and charges for assistance in the procurement and delivery of materials or supplies count if obtained from a DBE that is neither a manufacturer nor regular dealer. 49 CFR 26.55 defines "manufacturer" and "regular dealer."

This AGREEMENT is subject to 49 CFR 26 entitled "Participation by Disadvantaged Business Enterprises in Department of Transportation Financial Assistance Programs". CONSULTANTs who enter into a federally-funded agreement will assist the LOCAL AGENCY in a good faith effort to achieve California's statewide overall DBE goal.

B. The goal for DBE participation for this AGREEMENT is 14% . Participation by DBE CONSULTANT or subconsultants shall be in accordance with information contained in Exhibit 10-O2: Consultant Contract DBE Commitment attached hereto and incorporated as part of the AGREEMENT. If a DBE subconsultant is unable to perform, CONSULTANT must make a good faith effort to replace him/her with another DBE subconsultant, if the goal is not otherwise met.

C. CONSULTANT can meet the DBE participation goal by either documenting commitments to DBEs to meet the AGREEMENT goal, or by documenting adequate good faith efforts to meet the AGREEMENT goal. An adequate good faith effort means that the CONSULTANT must show that it took all necessary and reasonable steps to achieve a DBE goal that, by their scope, intensity, and appropriateness to the objective, could reasonably be expected to meet the DBE goal. If CONSULTANT has not met the DBE goal, complete and submit Exhibit 15-H: Proposer/Contractor Good Faith Efforts to document efforts to meet the goal. Refer to 49 CFR 26 for guidance regarding evaluation of good faith efforts to meet the DBE goal.

D. Contract Assurance

Under 49 CFR 26.13(b):

CONSULTANT, subrecipient or subconsultant shall not discriminate on the basis of race, color, national origin, or sex in the performance of this contract. CONSULTANT shall carry out applicable requirements of 49 CFR 26 in the award and administration of federal-aid contracts.

Failure by the CONSULTANT to carry out these requirements is a material breach of this contract, which may result in the termination of this contract or such other remedy as the recipient deems appropriate, which may include, but is not limited to:

(1) Withholding monthly progress payments;

(2) Assessing sanctions;

(3) Liquidated damages; and/or

(4) Disqualifying CONSULTANT from future proposing as non-responsible

E. Termination and Replacement of DBE Subconsultants

CONSULTANT shall utilize the specific DBEs listed to perform the work and supply the materials for which each is listed unless CONSULTANT or DBE subconsultant obtains the LOCAL AGENCY's written consent. CONSULTANT shall not terminate or replace a listed DBE for convenience and perform the work with their own forces or obtain materials from other sources without authorization from the LOCAL AGENCY. Unless the LOCAL AGENCY's consent is provided, the CONSULTANT shall not be entitled to any payment for work or material unless it is performed or supplied by the listed DBE on the Exhibit 10-02: Consultant Contract DBE Commitment form.

Termination of DBE Subconsultants

After execution of the AGREEMENT, termination of a DBE may be allowed for the following, but not limited to, justifiable reasons with prior written authorization from the LOCAL AGENCY:

1. Listed DBE fails or refuses to execute a written contract based on plans and specifications for the project.
2. The LOCAL AGENCY stipulated that a bond is a condition of executing the subcontract and the listed DBE fails to meet the LOCAL AGENCY's bond requirements.
3. Work requires a consultant's license and listed DBE does not have a valid license under Contractors License Law.
4. Listed DBE fails or refuses to perform the work or furnish the listed materials (failing or refusing to perform is not an allowable reason to remove a DBE if the failure or refusal is a result of bad faith or discrimination).
5. Listed DBE's work is unsatisfactory and not in compliance with the contract.

6. Listed DBE is ineligible to work on the project because of suspension or debarment.
7. Listed DBE becomes bankrupt or insolvent or exhibits credit unworthiness.
8. Listed DBE voluntarily withdraws with written notice from the Contract.
9. Listed DBE is ineligible to receive credit for the type of work required.
10. Listed DBE owner dies or becomes disabled resulting in the inability to perform the work on the Contract.
11. The LOCAL AGENCY determines other documented good cause.

CONSULTANT must use the following procedures to request the termination of a DBE or portion of a DBE's work:

1. Send a written notice to the DBE of the CONSULTANT's intent to use other forces or material sources and include one or more justifiable reasons listed above. Simultaneously send a copy of this written notice to the LOCAL AGENCY. The written notice to the DBE must request they provide any response within five (5) business days to both the CONSULTANT and the LOCAL AGENCY by either acknowledging their agreement or documenting their reasoning as to why the use of other forces or sources of materials should not occur.
2. If the DBE does not respond within five (5) business days, CONSULTANT may move forward with the request as if the DBE had agreed to CONSULTANT's written notice.
3. Submit CONSULTANT's DBE termination request by written letter to the LOCAL AGENCY and include:
    - One or more above listed justifiable reasons along with supporting documentation.
    - CONSULTANT's written notice to the DBE regarding the request, including proof of transmission and tracking documentation of CONSULTANT's written notice
    - The DBE's response to CONSULTANT's written notice, if received. If a written response was not provided, provide a statement to that effect.

The LOCAL AGENCY shall respond in writing to CONSULTANT's DBE termination request within five (5) business days.

Replacement of DBE Subconsultants

After receiving the LOCAL AGENCY's written authorization of DBE termination request, CONSULTANT must obtain the LOCAL AGENCY's written agreement for DBE replacement. CONSULTANT must find or demonstrate GFEs to find qualified DBE replacement firms to perform the work to the extent needed to meet the DBE commitment.

The following procedures shall be followed to request authorization to replace a DBE firm:

1. Submit a request to replace a DBE with other forces or material sources in writing to the LOCAL AGENCY which must include:
    a. Description of remaining uncommitted work item made available for replacement DBE solicitation and participation.
    b. The proposed DBE replacement firm's business information, the work they have agreed to perform, and the following:
        - Description of scope of work and cost proposal

- Proposed subcontract agreement and written confirmation of agreement to perform on the Contract
- Revised Exhibit 10-O2: Consultant Contract DBE Commitment

2. If CONSULTANT has not identified a DBE replacement firm, submits documentation of CONSULTANT's GFEs to use DBE replacement firms within seven (7) days of LOCAL AGENCY's authorization to terminate the DBE. CONSULTANT may request the LOCAL AGENCY's approval to extend this submittal period to a total of 14 days. Submit documentation of actions taken to find a DBE replacement firm, such as:
    - Search results of certified DBEs available to perform the original DBE work identified and or other work CONSULTANT had intended to self-perform, to the extent needed to meet DBE commitment
    - Solicitations of DBEs for performance of work identified
    - Correspondence with interested DBEs that may have included contract details and requirements
    - Negotiation efforts with DBEs that reflect why an agreement was not reached
    - If a DBE's quote was rejected, provide reasoning for the rejection, such as why the DBE was unqualified for the work, or why the price quote was unreasonable or excessive
    - Copies of each DBE's and non-DBE's price quotes for work identified, as the LOCAL AGENCY may contact the firms to verify solicitation efforts and determine if the DBE quotes are substantially higher
    - Additional documentation that supports CONSULTANT's GFE

The LOCAL AGENCY shall respond in writing to CONSULTANT's DBE replacement request within five (5) business days.

F. Commitment and Utilization

The LOCAL AGENCY's DBE program must include a monitoring and enforcement mechanism to ensure that DBE commitments reconcile to DBE utilization.

The LOCAL AGENCY shall request CONSULTANT to:

1. Notify the LOCAL AGENCY's contract administrator or designated representative of any changes to its anticipated DBE participation
2. Provide this notification before starting the affected work
3. Maintain records including:
    - Name and business address of each 1st-tier subconsultant
    - Name and business address of each DBE subconsultant, DBE vendor, and DBE trucking company, regardless of tier
    - Date of payment and total amount paid to each business (see Exhibit 9-F: Monthly Disadvantaged Business Enterprise Payment)

If CONSULTANT is a DBE CONSULTANT, they shall include the date of work performed by their own forces and the corresponding value of the work.

If a DBE is decertified before completing its work, the DBE must notify CONSULTANT in writing of the decertification date. If a business becomes a certified DBE before completing its work, the business must notify CONSULTANT in writing of the certification date. CONSULTANT shall submit the notifications to the LOCAL AGENCY. On work completion, CONSULTANT shall complete Exhibit 17-O: Disadvantaged Business Enterprises (DBE) Certification Status Change and submit the form to the LOCAL AGENCY within 30 days of contract acceptance.

Upon work completion, CONSULTANT shall complete Exhibit 17-F: Final Report – Utilization of Disadvantaged Business Enterprises (DBE), First-Tier Subcontractors and submit it to the LOCAL AGENCY within 90 days of contract acceptance. The LOCAL AGENCY will withhold $10,000 until the form is submitted. The LOCAL AGENCY will release the withhold upon submission of the completed form.

In the LOCAL AGENCY's reports of DBE participation to Caltrans, the LOCAL AGENCY must display both commitments and attainments.

G. Commercially Useful Function

DBEs must perform a commercially useful function (CUF) under 49 CFR 26.55 when performing work or supplying materials listed on the DBE Commitment form. The DBE value of work will only count toward the DBE commitment if the DBE performs a CUF. A DBE performs a CUF when it is responsible for execution of the work of the AGREEMENT and is carrying out its responsibilities by actually performing, managing, and supervising the work involved. To perform a CUF, the DBE must also be responsible, with respect to materials and supplies used on the AGREEMENT, for negotiating price, determining quality and quantity, ordering the material and installing (where applicable), and paying for the material itself.

CONSULTANT must perform CUF evaluation for each DBE working on a federal-aid contract, with or without a DBE goal. Perform a CUF evaluation at the beginning of the DBE's work and continue to monitor the performance of CUF for the duration of the project.

CONSULTANT must provide written notification to the LOCAL AGENCY at least 15 days in advance of each DBE's initial performance of work or supplying materials for the Contract. The notification must include the DBE's name, work the DBE will perform on the contract, and the location, date, and time of where their work will take place.

Within 10 days of a DBE initially performing work or supplying materials on the Contract, CONSULTANT shall submit to the LPA the initial evaluation and validation of DBE performance of a CUF using the LAPM 9-J: Disadvantaged Business Enterprise Commercially Useful Function Evaluation. Include the following information with the submittal:

- Subcontract agreement with the DBE
- Purchase orders
- Bills of lading
- Invoices
- Proof of payment

CONSULTANT must monitor all DBE's performance of CUF by conducting quarterly evaluations and validations throughout their duration of work on the Contract using the LAPM 9-J: DBE Commercially Useful Function Evaluation. CONSULTANT must submit to the LOCAL AGENCY

these quarterly evaluations and validations by the 5th of the month for the previous three months of work.

CONSULTANT must notify the LOCAL AGENCY immediately if they believe the DBE may not be performing a CUF.

The LOCAL AGENCY will verify DBEs performance of CUF by reviewing the initial and quarterly submissions of LAPM 9-J: DBE Commercially Useful Function Evaluation, submitted supporting information, field observations, and through any additional LOCAL AGENCY evaluations. The LOCAL AGENCY must evaluate DBEs and their CUF performance throughout the duration of a Contract. The LOCAL AGENCY will provide written notice to the CONSULTANT and the DBE at least two (2) business days prior to any evaluation. The CONSULTANT and the DBE must participate in the evaluation. Upon completing the evaluation, the LOCAL AGENCY must share the evaluation results with the CONSULTANT and the DBE. An evaluation could include items that must be remedied upon receipt. If the LOCAL AGENCY determines the DBE is not performing a CUF, the CONSULTANT must suspend performance of the noncompliant work.

CONSULTANT and DBEs must submit any additional CUF related records and documents within five (5) business days of LOCAL AGENCY's request such as:

- Proof of ownership or lease and rental agreements for equipment
- Tax records
- Employee rosters
- Certified payroll records
- Inventory rosters

Failure to submit required DBE Commercially Useful Function Evaluation forms or requested records and documents can result in withholding of payment for the value of work completed by the DBE.

If CONSULTANT and/or the LOCAL AGENCY determine that a listed DBE is not performing a CUF in performance of their DBE committed work, CONSULTANT must immediately suspend performance of the noncompliant portion of the work. LOCAL AGENCY may deny payment for the noncompliant portion of the work. LOCAL AGENCY will ask the CONSULTANT to submit a corrective action plan (CAP) to the LOCAL AGENGY within five (5) days of the noncompliant CUF determination. The CAP must identify how the CONSULTANT will correct the noncompliance findings for the remaining portion of the DBE's work. LOCAL AGENCY has five (5) days to review the CAP in conjunction with the CONSULTANT's review. The CONSULTANT must implement the CAP within five (5) days of the LOCAL AGENCY's approval. The LOCAL AGENCY will then authorize the prior noncompliant portion of work for the DBE's committed work.

If corrective actions cannot be accomplished to ensure the DBE performs a commercially useful function on the Contract, CONSULTANT may have good cause to request termination of the DBE.

H. A DBE does not perform a CUF if its role is limited to that of an extra participant in a transaction, AGREEMENT, or project through which funds are passed in order to obtain the appearance of DBE participation. In determining whether a DBE is such an extra participant, examine similar transactions, particularly those in which DBEs do not participate.

I. If a DBE does not perform or exercise responsibility for at least thirty percent (30%) of the total cost of its AGREEMENT with its own work force, or the DBE subcontracts a greater portion of the work

of the AGREEMENT than would be expected on the basis of normal industry practice for the type of work involved, it will be presumed that it is not performing a CUF.

J. CONSULTANT shall maintain records of materials purchased or supplied from all subcontracts entered into with certified DBEs. The records shall show the name and business address of each DBE or vendor and the total dollar amount actually paid each DBE or vendor, regardless of tier. The records shall show the date of payment and the total dollar figure paid to all firms. DBE CONSULTANT's shall also show the date of work performed by their own forces along with the corresponding dollar value of the work.

K. If a DBE subconsultant is decertified during the life of the AGREEMENT, the decertified subconsultant shall notify CONSULTANT in writing with the date of decertification. If a subconsultant becomes a certified DBE during the life of the AGREEMENT, the subconsultant shall notify CONSULTANT in writing with the date of certification. Any changes should be reported to LOCAL AGENCY's Contract Administrator within thirty (30) calendar days.

L. For projects awarded on or after March 1, 2020, but before September 1, 2023: after submitting an invoice for reimbursement that includes a payment to a DBE, but no later than the 10th of the following month, the prime contractor/consultant must complete and email Exhibit 9-F: Disadvantaged Business Enterprise Running Tally of Payments to business.support.unit@dot.ca.gov with a copy to local administering agencies.

For projects awarded on or after September 1, 2023: Exhibit 9-F is no longer required. Instead, by the 15th of the month following the month of any payment(s), the CONSULTANT must now submit Exhibit 9-P to the LOCAL AGENCY administering the contract. If the CONSULTANT does not make any payments to subconsultants, supplier(s), and/or manufacturers they must report "no payments were made to subs this month" and write this visibly and legibly on Exhibit 9-P.

M. Any subcontract entered into as a result of this AGREEMENT shall contain all of the provisions of this section.

ARTICLE XIX INSURANCE

A. Prior to commencement of the work described herein, CONSULTANT shall furnish LOCAL AGENCY a Certificate of Insurance stating that there is general comprehensive liability insurance presently in effect for CONSULTANT with a combined single limit (CSL) of not less than one million dollars ($1,000,000) per occurrence.

B. The Certificate of Insurance will provide:

1. That the insurer will not cancel the insured's coverage without thirty (30) calendar days prior written notice to LOCAL AGENCY.
2. That LOCAL AGENCY, its officers, agents, employees, and servants are included as additional insureds, but only insofar as the operations under this AGREEMENT are concerned.
3. That LOCAL AGENCY will not be responsible for any premiums or assessments on the policy.

C. CONSULTANT agrees that the bodily injury liability insurance herein provided for, shall be in effect at all times during the term of this AGREEMENT. In the event said insurance coverage expires at any time or times during the term of this AGREEMENT, CONSULTANT agrees to provide at least thirty (30) calendar days prior notice to said expiration date; and a new Certificate of Insurance evidencing insurance coverage as provided for herein, for not less than either the remainder of the term of the AGREEMENT, or for a period of not less than one (1) year. New Certificates of Insurance are subject to the approval of LOCAL AGENCY. In the event CONSULTANT fails to keep in effect at all times insurance coverage as herein provided, LOCAL AGENCY may, in addition to any other remedies it may have, terminate this AGREEMENT upon occurrence of such event.

ARTICLE XX FUNDING REQUIREMENTS

A. It is mutually understood between the parties that this AGREEMENT may have been written before ascertaining the availability of funds or appropriation of funds, for the mutual benefit of both parties, in order to avoid program and fiscal delays that would occur if the AGREEMENT were executed after that determination was made.

B. This AGREEMENT is valid and enforceable only if sufficient funds are made available to LOCAL AGENCY for the purpose of this AGREEMENT. In addition, this AGREEMENT is subject to any additional restrictions, limitations, conditions, or any statute enacted by the Congress, State Legislature, or LOCAL AGENCY governing board that may affect the provisions, terms, or funding of this AGREEMENT in any manner.

C. It is mutually agreed that if sufficient funds are not appropriated, this AGREEMENT may be amended to reflect any reduction in funds.

D. LOCAL AGENCY has the option to terminate the AGREEMENT pursuant to Article VI Termination, or by mutual agreement to amend the AGREEMENT to reflect any reduction of funds.

ARTICLE XXI CHANGE IN TERMS

A. This AGREEMENT may be amended or modified only by mutual written agreement of the parties.

B. CONSULTANT shall only commence work covered by an amendment after the amendment is executed and notification to proceed has been provided by LOCAL AGENCY's Contract Administrator.

C. There shall be no change in CONSULTANT's Project Manager or members of the project team, as listed in the approved Cost Proposal, which is a part of this AGREEMENT without prior written approval by LOCAL AGENCY's Contract Administrator.

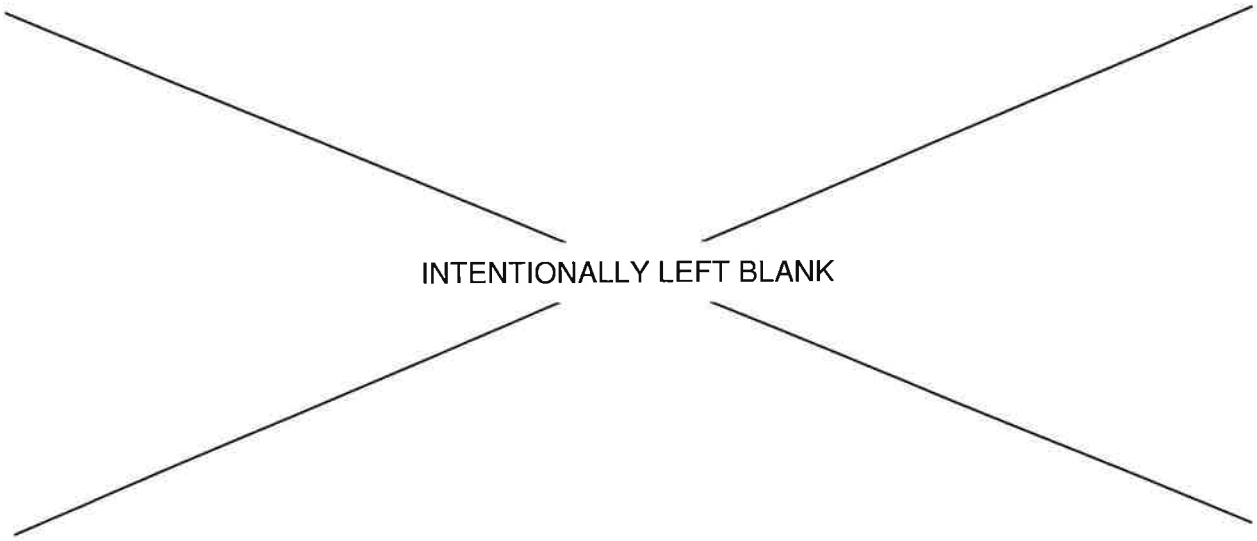
ARTICLE XXII CONTINGENT FEE

CONSULTANT warrants, by execution of this AGREEMENT that no person or selling agency has been employed, or retained, to solicit or secure this AGREEMENT upon an agreement or understanding, for a commission, percentage, brokerage, or contingent fee, excepting bona fide employees, or bona fide established commercial or selling agencies maintained by CONSULTANT for the purpose of securing

business. For breach or violation of this warranty, LOCAL AGENCY has the right to annul this AGREEMENT without liability; pay only for the value of the work actually performed, or in its discretion to deduct from the AGREEMENT price or consideration, or otherwise recover the full amount of such commission, percentage, brokerage, or contingent fee.

ARTICLE XXIII DISPUTES

Prior to either party commencing any legal action under this AGREEMENT, the parties agree to try in good faith, to settle any dispute amicably between them. If a dispute has not been settled after forty-five (45) days of good-faith negotiations and as may be otherwise provided herein, then either party may commence legal action against the other.



B. Not later than thirty (30) calendar days after completion of all deliverables necessary to complete the plans, specifications and estimate, CONSULTANT may request review by LOCAL AGENCY Governing Board of unresolved claims or disputes, other than audit. The request for review will be submitted in writing.

ARTICLE XXIV INSPECTION OF WORK

CONSULTANT and any subconsultant shall permit LOCAL AGENCY, the State, and the FHWA if federal participating funds are used in this AGREEMENT; to review and inspect the project activities and files at all reasonable times during the performance period of this AGREEMENT.

ARTICLE XXV SAFETY

A. CONSULTANT shall comply with OSHA regulations applicable to CONSULTANT regarding necessary safety equipment or procedures. CONSULTANT shall comply with safety instructions issued by LOCAL AGENCY Safety Officer and other LOCAL AGENCY representatives. CONSULTANT personnel shall wear hard hats and safety vests at all times while working on the construction project site.
B. Pursuant to the authority contained in Vehicle Code §591, LOCAL AGENCY has determined that such areas are within the limits of the project and are open to public traffic. CONSULTANT shall comply with all of the requirements set forth in Divisions 11, 12, 13, 14, and 15 of the Vehicle Code. CONSULTANT shall take all reasonably necessary precautions for safe operation of its vehicles and the protection of the traveling public from injury and damage from such vehicles.

C. Any subcontract entered into as a result of this contract, shall contain all of the provisions of this Article.

D. CONSULTANT must have a Division of Occupational Safety and Health (CAL-OSHA) permit(s), as outlined in Labor Code §6500 and §6705, prior to the initiation of any practices, work, method, operation, or process related to the construction or excavation of trenches which are five (5) feet or deeper.

ARTICLE XXVI OWNERSHIP OF DATA

A. It is mutually agreed that all materials prepared by CONSULTANT under this AGREEMENT shall become the property of the LOCAL AGENCY, and CONSULTANT shall have no property right therein whatsoever. Immediately upon termination, the LOCAL AGENCY shall be entitled to, and CONSULTANT shall deliver to the LOCAL AGENCY, reports, investigations, appraisals, inventories, studies, analyses, drawings and data estimates performed to that date, whether completed or not, and other such materials as may have been prepared or accumulated to date by CONSULTANT in performing this AGREEMENT which is not CONSULTANT's privileged information, as defined by law, or CONSULTANT's personnel information, along with all other property belonging exclusively to the LOCAL AGENCY which is in CONSULTANT's possession. Publication of the information derived from work performed or data obtained in connection with services rendered under this AGREEMENT must be approved in writing by the LOCAL AGENCY.

B. Additionally, it is agreed that the Parties intend this to be an AGREEMENT for services and each considers the products and results of the services to be rendered by CONSULTANT hereunder to be work made for hire. CONSULTANT acknowledges and agrees that the work (and all rights therein, including, without limitation, copyright) belongs to and shall be the sole and exclusive property of the LOCAL AGENCY without restriction or limitation upon its use or dissemination by the LOCAL AGENCY.

C. Nothing herein shall constitute or be construed to be any representation by CONSULTANT that the work product is suitable in any way for any other project except the one detailed in this Contract. Any reuse by the LOCAL AGENCY for another project or project location shall be at the LOCAL AGENCY's sole risk.

D. Applicable patent rights provisions regarding rights to inventions shall be included in the contracts as appropriate (48 CFR 27 Subpart 27.3 - Patent Rights under Government Contracts for federal-aid contracts).

E. LOCAL AGENCY may permit copyrighting reports or other agreement products. If copyrights are permitted; the AGREEMENT shall provide that the FHWA shall have the royalty-free nonexclusive and irrevocable right to reproduce, publish, or otherwise use; and to authorize others to use, the work for government purposes.

ARTICLE XXVII CLAIMS FILED BY LOCAL AGENCY's CONSTRUCTION CONTRACTOR

A. If claims are filed by LOCAL AGENCY's construction contractor relating to work performed by CONSULTANT's personnel, and additional information or assistance from CONSULTANT's personnel is required in order to evaluate or defend against such claims; CONSULTANT agrees to make its personnel available for consultation with LOCAL AGENCY'S construction contract administration and legal staff and for testimony, if necessary, at depositions and at trial or arbitration proceedings.

B. CONSULTANT's personnel that LOCAL AGENCY considers essential to assist in defending against construction contractor claims will be made available on reasonable notice from LOCAL AGENCY.

Consultation or testimony will be reimbursed at the same rates, including travel costs that are being paid for CONSULTANT's personnel services under this AGREEMENT.

C. Services of CONSULTANT's personnel in connection with LOCAL AGENCY's construction contractor claims will be performed pursuant to a written contract amendment, if necessary, extending the termination date of this AGREEMENT in order to resolve the construction claims.

ARTICLE XXVIII CONFIDENTIALITY OF DATA

A. All financial, statistical, personal, technical, or other data and information relative to LOCAL AGENCY's operations, which are designated confidential by LOCAL AGENCY and made available to CONSULTANT in order to carry out this AGREEMENT, shall be protected by CONSULTANT from unauthorized use and disclosure.

B. Permission to disclose information on one occasion, or public hearing held by LOCAL AGENCY relating to the AGREEMENT, shall not authorize CONSULTANT to further disclose such information, or disseminate the same on any other occasion.

C. CONSULTANT shall not comment publicly to the press or any other media regarding the AGREEMENT or LOCAL AGENCY's actions on the same, except to LOCAL AGENCY's staff, CONSULTANT's own personnel involved in the performance of this AGREEMENT, at public hearings, or in response to questions from a Legislative committee.

D. CONSULTANT shall not issue any news release or public relations item of any nature, whatsoever, regarding work performed or to be performed under this AGREEMENT without prior review of the contents thereof by LOCAL AGENCY, and receipt of LOCAL AGENCY'S written permission.

E. Any subcontract entered into as a result of this contract shall contain all of the provisions of this Article.

F. All information related to the construction estimate is confidential, and shall not be disclosed by CONSULTANT to any entity, other than LOCAL AGENCY, Caltrans, and/or FHWA. All of the materials prepared or assembled by CONSULTANT pursuant to performance of this Contract are confidential and CONSULTANT agrees that they shall not be made available to any individual or organization without the prior written approval of the LOCAL AGENCY or except by court order. If CONSULTANT or any of its officers, employees, or subcontractors does voluntarily provide information in violation of this Contract, LOCAL AGENCY has the right to reimbursement and indemnity from CONSULTANT for any damages caused by CONSULTANT releasing the information, including, but not limited to, County's attorney's fees and disbursements, including without limitation experts' fees and disbursements.

ARTICLE XXIX NATIONAL LABOR RELATIONS BOARD CERTIFICATION

In accordance with Public Contract Code §10296, CONSULTANT hereby states under penalty of perjury that no more than one final unappealable finding of contempt of court by a federal court has been issued against CONSULTANT within the immediately preceding two-year period, because of CONSULTANT's failure to comply with an order of a federal court that orders CONSULTANT to comply with an order of the National Labor Relations Board.

ARTICLE XXX EVALUATION OF CONSULTANT

CONSULTANT's performance will be evaluated by LOCAL AGENCY. A copy of the evaluation will be sent to CONSULTANT for comments. The evaluation together with the comments shall be retained as part of the AGREEMENT record.

ARTICLE XXXI PROMPT PAYMENT

A. PROMPT PAYMENT FROM LOCAL AGENCY TO CONSULTANT

The LOCAL AGENCY shall make all project progress payment within 30 days after receipt of an undisputed and properly submitted payment request from CONSULTANT on a professional service contract. If the LOCAL AGENCY fails to pay promptly, the LOCAL AGENCY shall pay interest to the CONSULTANT, which accrues at the rate of 10 percent per annum on the principal amount of a money judgment remaining unsatisfied and pro-rated as necessary. Upon receipt of the payment request, the LOCAL AGENCY shall act in accordance with both of the following:

(1) The LOCAL AGENCY shall review each payment request as soon as feasible after receipt to verify it is a proper payment request.

(2) The LOCAL AGENCY must return any payment request deemed improper by the LOCAL AGENCY to the CONSULTANT as soon as feasible, but not later than seven (7) days, after receipt. A request returned pursuant to this paragraph shall include documentation setting forth in writing the reasons why it is an improper payment request.

B. PROMPT PAYMENT CERTIFICATION

For projects awarded on or after September 1, 2023: the CONSULTANT must now submit Exhibit 9-P to the LOCAL AGENCY administering the contract by the 15th of the month following the month of any payment(s). If the CONSULTANT does not make any payments to subconsultants, supplier(s), and/or manufacturers they must report "no payments were made to subs this month" and write this visibly and legibly on Exhibit 9-P.

The LOCAL AGENCY must verify all Exhibit 9-P information, monitor compliance with prompt payment requirements for DBE and non-DBE firms, and address any shortfalls to the DBE commitment and prompt payment issues until the end of the project. The LOCAL AGENCY must email a copy of Exhibit 9-P to DBE.Forms@dot.ca.gov before the end of the month after receiving the Exhibit 9-P from the CONSULTANT.

ARTICLE XXXII TITLE VI ASSURANCES

APPENDICES A - E of the TITLE VI ASSURANCES

[The U.S. Department of Transportation Order No.1050.2A requires all federal-aid Department of Transportation contracts between an agency and a consultant to contain Appendices A and E of the Title VI Assurances. Include Appendices B, C, and D if appliable as shown below. In addition, the consultant must include the Title VI Assurances Appendices A and E, and if applicable Appendices B, C, and D in all subcontracts to perform work under the contract.

The clauses of Appendix B of this Assurance shall be included as a covenant running with the land, in any deed from the United States effecting or recording a transfer of real property, structures, use, or improvements thereon or interest therein to a LOCAL AGENCY.

The clauses set forth in Appendix C and Appendix D of this Assurance shall be included as a covenant running with the land, in any future deeds, leases, licenses, permits, or similar instruments entered into by the LOCAL AGENCY with other parties:

a. *for the subsequent transfer of real property acquired or improved under the applicable activity, project, or program; and*
b. *for the construction or use of, or access to, space on, over, or under real property acquired or improved under the applicable activity, project, or program.*]

APPENDIX A

During the performance of this Agreement, the contractor, for itself, its assignees and successors in interest (hereinafter collectively referred to as CONSULTANT) agrees as follows:

a. Compliance with Regulations: CONSULTANT shall comply with the regulations relative to nondiscrimination in federally assisted programs of the Department of Transportation, Title 49, Code of Federal Regulations, Part 21, as they may be amended from time to time, (hereinafter referred to as the REGULATIONS), which are herein incorporated by reference and made a part of this agreement.

b. Nondiscrimination: CONSULTANT, with regard to the work performed by it during the AGREEMENT, shall not discriminate on the grounds of race, color, sex, national origin, religion, age, or disability in the selection and retention of sub-applicants, including procurements of materials and leases of equipment. CONSULTANT shall not participate either directly or indirectly in the discrimination prohibited by Section 21.5 of the Regulations, including employment practices when the agreement covers a program set forth in Appendix B of the Regulations.

c. Solicitations for Sub-agreements, Including Procurements of Materials and Equipment: In all solicitations either by competitive bidding or negotiation made by CONSULTANT for work to be performed under a Sub- agreement, including procurements of materials or leases of equipment, each potential sub-applicant or supplier shall be notified by CONSULTANT of the CONSULTANT'S obligations under this Agreement and the Regulations relative to nondiscrimination on the grounds of race, color, or national origin.

d. Information and Reports: CONSULTANT shall provide all information and reports required by the Regulations, or directives issued pursuant thereto, and shall permit access to its books, records, accounts, other sources of information, and its facilities as may be determined by the recipient or FHWA to be pertinent to ascertain compliance with such Regulations or directives. Where any information required of CONSULTANT is in the exclusive possession of another who fails or refuses to furnish this information, CONSULTANT shall so certify to the recipient or FHWA as appropriate, and shall set forth what efforts CONSULTANT has made to obtain the information.

e. Sanctions for Noncompliance: In the event of CONSULTANT's noncompliance with the nondiscrimination provisions of this agreement, the recipient shall impose such agreement sanctions as it or the FHWA may determine to be appropriate, including, but not limited to:

    i. withholding of payments to CONSULTANT under the Agreement within a reasonable period of time, not to exceed 90 days; and/or

    ii. cancellation, termination or suspension of the Agreement, in whole or in part.

f. Incorporation of Provisions: CONSULTANT shall include the provisions of paragraphs (1) through (6) in every sub-agreement, including procurements of materials and leases of equipment, unless exempt by the Regulations, or directives issued pursuant thereto.

CONSULTANT shall take such action with respect to any sub-agreement or procurement as the recipient or FHWA may direct as a means of enforcing such provisions including sanctions for noncompliance, provided, however, that, in the event CONSULTANT becomes involved in, or is threatened with, litigation with a sub-applicant or supplier as a result of such direction, CONSULTANT may request the recipient enter into such litigation to protect the interests of the State, and, in addition, CONSULTANT may request the United States to enter into such litigation to protect the interests of the United States.

APPENDIX B
CLAUSES FOR DEEDS TRANSFERRING UNITED STATES PROPERTY

The following clauses will be included in deeds effecting or recording the transfer of real property, structures, or improvements thereon, or granting interest therein from the United States pursuant to the provisions of Assurance 4:

NOW THEREFORE, the U.S. Department of Transportation as authorized by law and upon the condition that the recipient will accept title to the lands and maintain the project constructed thereon in accordance with Title 23 U.S.C., the regulations for the administration of the preceding statute, and the policies and procedures prescribed by the FHWA of the U.S. Department of Transportation in accordance and in compliance with all requirements imposed by Title 49, Code of Federal Regulations, U.S. Department of Transportation, Subtitle A, Office of the Secretary, Part 21, Non-discrimination in Federally-assisted programs of the U.S. Department of Transportation pertaining to and effectuating the provisions of Title VI of the Civil Rights Act of 1964 (78 Stat. 252; 42 U.S.C. § 2000d to 2000d-4), does hereby remise, release, quitclaim and convey unto the recipient all the right, title and interest of the U.S. Department of Transportation in and to said lands described in Exhibit A attached hereto and made a part hereof.

(HABENDUM CLAUSE)

TO HAVE AND TO HOLD said lands and interests therein unto the recipient and its successors forever, subject, however, to the covenants, conditions, restrictions and reservations herein contained as follows, which will remain in effect for the period during which the real property or structures are used for a purpose for which Federal financial assistance is extended or for another purpose involving the provision of similar services or benefits and will be binding on the recipient, its successors and assigns. The recipient, in consideration of the conveyance of said lands and interest in lands, does hereby covenant and agree as a covenant running with the land for itself, its successors and assigns, that (1) no person will on the grounds of race, color, or national origin, be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination with regard to any facility located wholly or in part on, over, or under such lands hereby conveyed [,] [and]* (2) that the recipient will use the lands and interests in lands and interest in lands so conveyed, in compliance with all requirements imposed by or pursuant to Title 49, Code of Federal Regulations, U.S. Department of Transportation, Subtitle A, Office of the Secretary, Part 21, Non-discrimination in Federally-assisted programs of the U.S. Department of Transportation, Effectuation of Title VI of the Civil Rights Act of 1964, and as said Regulations and Acts may be amended [, and (3) that in the event of breach of any of the above-mentioned non-discrimination conditions, the Department will have a right to enter or re-enter said lands and facilities on said lands, and that above described land and facilities will thereon revert to and vest in and become the absolute property of the U.S. Department of Transportation and its assigns as such interest existed prior to this instruction].*

(*Reverter clause and related language to be used only when it is determined that such a clause is necessary in order to make clear the purpose of Title VI.)

APPENDIX C
CLAUSES FOR TRANSFER OF REAL PROPERTY ACQUIRED OR IMPROVED UNDER THE ACTIVITY, FACILITY, OR PROGRAM

The following clauses will be included in deeds, licenses, leases, permits, or similar instruments entered into by the recipient pursuant to the provisions of Assurance 7(a):

A. The (grantee, lessee, permittee, etc. as appropriate) for himself/herself, his/her heirs, personal representatives, successors in interest, and assigns, as a part of the consideration hereof, does hereby covenant and agree [in the case of deeds and leases add "as a covenant running with the land"] that:

    1. In the event facilities are constructed, maintained, or otherwise operated on the property described in this (deed, license, lease, permit, etc.) for a purpose for which a U.S. Department of Transportation activity, facility, or program is extended or for another purpose involving the provision of similar services or benefits, the (grantee, licensee, lessee, permittee, etc.) will maintain and operate such facilities and services in compliance with all requirements imposed by the Acts and Regulations(as may be amended) such that no person on the grounds of race, color, or national origin, will be excluded from participation in, denied the benefits of, or be otherwise subjected to discrimination in the use of said facilities.

B. With respect to licenses, leases, permits, etc., in the event of breach of any of the above Non-discrimination covenants, the recipient will have the right to terminate the (lease, license, permit, etc.) and to enter, re-enter, and repossess said lands and facilities thereon, and hold the same as if the (lease, license, permit, etc.) had never been made or issued.*

C. With respect to a deed, in the event of breach of any of the above Non-discrimination covenants, the recipient will have the right to enter or re-enter the lands and facilities thereon, and the above described lands and facilities will there upon revert to and vest in and become the absolute property of the recipient and its assigns.*

(*Reverter clause and related language to be used only when it is determined that such a clause is necessary to make clear the purpose of Title VI.)

APPENDIX D
CLAUSES FOR CONSTRUCTION/USE/ACCESS TO REAL PROPERTY ACQUIRED UNDER THE ACTIVITY, FACILITY OR PROGRAM

The following clauses will be included in deeds, licenses, permits, or similar instruments/agreements entered into by the recipient pursuant to the provisions of Assurance 7(b):

A. The (grantee, licensee, permittee, etc., as appropriate) for himself/herself, his/her heirs, personal representatives, successors in interest ,and assigns, as a part of the consideration hereof, does hereby covenant and agree (in the case of deeds and leases add, "as a covenant running with the land") that (1) no person on the ground of race, color, or national origin, will be excluded from participation in, denied the benefits of, or be otherwise subjected to discrimination in the use of said facilities, (2) that in the construction of any improvements on,

over, or under such land, and the furnishings of services thereon, no person on the ground of race, color, or national origin, will be excluded from participation in, denied the benefits or, or otherwise be subjected to discrimination, (3) that the (grantee, licensee, lessee, permittee, etc.) will use the premises in compliance with all other requirements imposed by or pursuant to the Acts and Regulations, as amended, set forth in this Assurance.

B. With respect to (licenses, leases, permits, etc.) in the event of breach of any of the above of the above Non-discrimination covenants, the recipient will have the right to terminate the (license, permits, etc., as appropriate) and to enter or re-enter and repossess said land and the facilities thereon, and hold the same as if said (license, permit, etc., as appropriate) had never been made or issued.*

C. With respect to deeds, in the event of breach of any of the above Non-discrimination covenants, the recipient will there upon revert to and vest in and become the absolute property of the recipient and its assigns.

APPENDIX E

During the performance of this contract, the CONSULTANT, for itself, its assignees, and successors in interest (hereinafter referred to as the "CONSULTANT") agrees to comply with the following non-discrimination statutes and authorities, including, but not limited to:

Pertinent Non-Discrimination Authorities:

- Title VI of the Civil Rights Act of 1964 (42 U.S.C. § 2000d et seq., 78 stat. 252), prohibits discrimination on the basis of race, color, national origin); and 49 CFR Part 21.
- The Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970, (42 U.S.C. § 4601), (prohibits unfair treatment of persons displaced or whose property has been acquired because of Federal or Federal-aid programs and projects);
- Federal-Aid Highway Act of 1973, (23 U.S.C. § 324 et seq.), prohibits discrimination on the basis of sex;
- Section 504 of the Rehabilitation Act of 1973, (29 U.S.C. § 794 et seq.), as amended, (prohibits discrimination on the basis of disability); and 49 CR Part 27;
- The Age Discrimination Act of 1975, as amended, (42 U.S.C. § 6101 et seq.), prohibits discrimination on the basis of age);
- Airport and Airway Improvement Act of 1982, (49 U.S.C. § 471, Section 47123), as amended, (prohibits discrimination based on race, creed, color, national origin, or sex);
- The Civil Rights Restoration Act of 1987, (PL 100-209), (Broadened the scope, coverage and applicability of Title VI of the Civil Rights Act of 1964, The Age Discrimination Act of 1975 and Section 504 of the Rehabilitation Act of 1973, by expanding the definition of the terms "programs or activities" to include all of the programs or activities of the Federal-aid recipients, sub-recipients and contractors, whether such programs or activities are Federally funded or not);
- Titles II and III of the Americans with Disabilities Act, which prohibit discrimination of the basis of disability in the operation of public entities, public and private transportation systems, places of

public accommodation, and certain testing entities (42 U.S.C. §§ 12131 – 12189) as implemented by Department of Transportation regulations 49 C.F.R. parts 37 and 38;

- The Federal Aviation Administration's Non-discrimination statute (49 U.S.C. § 47123) (prohibits discrimination on the basis of race, color, national origin, and sex);
- Executive Order 12898, Federal Actions to Address Environmental Justice in Minority Populations and Low-Income Populations, which ensures discrimination against minority populations by discouraging programs, policies, and activities with disproportionately high and adverse human health or environmental effects on minority and low-income populations;
- Executive Order 13166, Improving Access to Services for Persons with Limited English Proficiency, and resulting agency guidance, national origin discrimination includes discrimination because of Limited English Proficiency (LEP). To ensure compliance with Title VI, you must take reasonable steps to ensure that LEP persons have meaningful access to your programs (70 Fed. Reg. at 74087 to 74100);
- Title IX of the Education Amendments of 1972, as amended, which prohibits you from discriminating because of sex in education programs or activities (20 U.S.C.1681 et seq).

ARTICLE XXXIII NOTIFICATION

All notices hereunder and communications regarding interpretation of the terms of this AGREEMENT and changes thereto, shall be effected by the mailing thereof by registered or certified mail, return receipt requested, postage prepaid, and addressed as follows:

CONSULTANT:
STANTEC CONSULTING SERVICES, INC.
Wirt Lanning ,Project Manager
376 Hartnell Ave - Suite B
Redding, CA 96002

LOCAL AGENCY:
PLUMAS COUNTY DEPT OF PUBLIC WORKS
Rob Thorman , Contract Administrator
1834 E Main St
Quincy, CA 95971

ARTICLE XXXIV CONTRACT

The two parties to this AGREEMENT, who are the before named CONSULTANT and the before named LOCAL AGENCY, hereby agree that this AGREEMENT constitutes the entire AGREEMENT which is made and concluded in duplicate between the two parties. Both of these parties for and in consideration of the payments to be made, conditions mentioned, and work to be performed; each agree to diligently perform in accordance with the terms and conditions of this AGREEMENT as evidenced by the signatures below.

ARTICLE XXXV SIGNATURES

CONTRACTOR:

Stantec Consulting Services, Inc.,
a California Corporation

By: Lanning, Wirt Digitally signed by Lanning, Wirt Date: 2024.04.25 14:09:16 -07'00'
Name: Wirt Lanning
Title: Senior Principal
Date Signed: _____

By: Wuestehube, Mark Digitally signed by Wuestehube, Mark Date: 2024.04.25 14:04:48 -07'00'
Name: Mark Wuestehube
Title: Principal
Date Signed: _____

COUNTY:

County of Piumas, a political subdivision of the
State of California

By: _____
Name: Greg Hagwood
Title: Chair, Board of Supervisors
Date signed: 5/14/24

ATTEST:

By: _____
Name: Allen Hiskey
Title: Clerk of the Board
Date signed: 5/14/24

Approved as to form:

Craig Settlemire
Counsel

ATTACHMENT 1

COST PROPOSAL / RATE SHEET

EXHIBIT 10-H2 COST PROPOSAL

Note: Mark-ups are Not Allowed
Consultant: Stantec Consulting Services Inc. ■ Prime Consultant ☐ Subconsultant ☐ 2nd Tier Subconsultant

Project No. Plumas County DPW On-Call ES Contract No. _____ Participation Amount $ N/A Date: 4/8/2024

	Fringe Benefit		G&A		Overhead			
For Home Office Rate	33.08%	+	115.30%	+	11.10%	=	Home	159.48%
For Field Office Rate	24.52%	+	83.08%	+	9.24%	=	Field	116.84%
For Combined Rate	32.360%	+	10.940%	+	112.580%	=	Combined	155.88%

Fee	=	12%	

BILLING INFORMATION **CALCULATION INFORMATION**

Name/Classification	Loaded Hourly Billing Rates Straight	Overtime	Effective Date of Hourly Rate From	To	% Escalation Increase	Actual Hourly Rate and/or Average Hourly Rate	Hourly Range for Class
Wirt Lanning	$ 239.73	N/A	4/1/2024	12/31/2024		$ 83.65	N/A
Senior Principal	$ 251.72	N/A	1/1/2025	12/31/2025	5.00%	$ 87.83	$ - - $ -
Role - Project Director	$ 264.30	N/A	1/1/2026	12/31/2026	5.00%	$ 92.22	$ - - $ -
	$ 277.52	N/A	1/1/2027	12/31/2027	5.00%	$ 96.84	$ - - $ -
Exempt	$ 291.39	N/A	1/1/2028	12/31/2028	5.00%	$ 101.68	$ - - $ -
Mark Wuestehube	$ 211.50	N/A	4/1/2024	12/31/2024		$ 73.80	N/A
Principal	$ 222.08	N/A	1/1/2025	12/31/2025	5.00%	$ 77.49	$ - - $ -
Role - Project Manager; CEQA/NEPA; Permits	$ 233.18	N/A	1/1/2026	12/31/2026	5.00%	$ 81.36	$ - - $ -
	$ 244.84	N/A	1/1/2027	12/31/2027	5.00%	$ 85.43	$ - - $ -
Exempt	$ 257.08	N/A	1/1/2028	12/31/2028	5.00%	$ 89.70	$ - - $ -
Alisa Reynolds	$ 260.79	N/A	4/1/2024	12/31/2024		$ 91.00	N/A
Senior Principal	$ 273.83	N/A	1/1/2025	12/31/2025	5.00%	$ 95.55	$ - - $ -
Role - Cultural Resources Lead	$ 287.52	N/A	1/1/2026	12/31/2026	5.00%	$ 100.33	$ - - $ -
	$ 301.90	N/A	1/1/2027	12/31/2027	5.00%	$ 105.34	$ - - $ -

EXHIBIT 10-H2 COST PROPOSAL

Note: Mark-ups are Not Allowed
Consultant: Stantec Consulting Services Inc. ■ Prime Consultant ☐ Subconsultant ☐ 2nd Tier Subconsultant

Project No. Plumas County DPW On-Call ES Contract No. _____ Participation Amount $ N/A Date: 4/8/2024

	Fringe Benefit		G&A		Overhead			
For Home Office Rate	33.08%	+	115.30%	+	11.10%	=	Home	159.48%
For Field Office Rate	24.52%	+	83.08%	+	9.24%	=	Field	116.84%
For Combined Rate	32.360%	+	10.940%	+	112.580%	=	Combined	155.88%

	Fee	=	12%

BILLING INFORMATION **CALCULATION INFORMATION**

Name/Classification	Loaded Hourly Billing Rates Straight	Overtime	Effective Date of Hourly Rate From	To	% Escalation Increase	Actual Hourly Rate and/or Average Hourly Rate	Hourly Range for Class
Exempt	$ 317.00	N/A	1/1/2028	12/31/2028	5.00%	$ 110.61	$ - - $ -
Connie MacGregor	$ 168.08	N/A	4/1/2024	12/31/2024		$ 58.65	N/A
Associate Planner	$ 176.49	N/A	1/1/2025	12/31/2025	5.00%	$ 61.58	$ - - $ -
Role - CEQA/NEPA and Permitting Lead	$ 185.31	N/A	1/1/2026	12/31/2026	5.00%	$ 64.66	$ - - $ -
	$ 194.58	N/A	1/1/2027	12/31/2027	5.00%	$ 67.89	$ - - $ -
Exempt	$ 204.31	N/A	1/1/2028	12/31/2028	5.00%	$ 71.29	$ - - $ -
Neil Doran	$ 231.30	N/A	4/1/2024	12/31/2024		$ 80.71	N/A
Principal Geologist	$ 242.87	N/A	1/1/2025	12/31/2025	5.00%	$ 84.75	$ - - $ -
Role - Hazardous Materials Lead	$ 255.01	N/A	1/1/2026	12/31/2026	5.00%	$ 88.98	$ - - $ -
	$ 267.76	N/A	1/1/2027	12/31/2027	5.00%	$ 93.43	$ - - $ -
Non-Exempt	$ 281.15	N/A	1/1/2028	12/31/2028	5.00%	$ 98.10	$ - - $ -
Sarah Tona	$ 137.48	N/A	4/1/2024	12/31/2024		$ 47.97	N/A
Senior Biologist	$ 144.35	N/A	1/1/2025	12/31/2025	5.00%	$ 50.37	$ - - $ -
Role - Wetlands/Botanical Lead	$ 151.57	N/A	1/1/2026	12/31/2026	5.00%	$ 52.89	$ - - $ -

EXHIBIT 10-H2 COST PROPOSAL

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Project No. Plumas County DPW On-Call ES Contract No. _____ Participation Amount $ N/A Date: 4/8/2024

	Fringe Benefit		G&A		Overhead			
For Home Office Rate	33.08%	+	115.30%	+	11.10%	=	Home	159.48%
For Field Office Rate	24.52%	+	83.08%	+	9.24%	=	Field	116.84%
For Combined Rate	32.360%	+	10.940%	+	112.580%	=	Combined	155.88%

	Fee	=	12%

BILLING INFORMATION **CALCULATION INFORMATION**

Name/Classification	Loaded Hourly Billing Rates Straight	Overtime	Effective Date of Hourly Rate From	To	% Escalation Increase	Actual Hourly Rate and/or Average Hourly Rate	Hourly Range for Class
	$ 159.14	N/A	1/1/2027	12/31/2027	5.00%	$ 55.53	$ - - $ -
Non-Exempt	$ 167.10	N/A	1/1/2028	12/31/2028	5.00%	$ 58.31	$ - - $ -
Chariss Femino	$ 127.22	N/A	4/1/2024	12/31/2024		$ 44.39	N/A
Senior Associate Biologist	$ 133.58	N/A	1/1/2025	12/31/2025	5.00%	$ 46.61	$ - - $ -
Role - Terrestial BiologyLead	$ 140.25	N/A	1/1/2026	12/31/2026	5.00%	$ 48.94	$ - - $ -
	$ 147.27	N/A	1/1/2027	12/31/2027	5.00%	$ 51.39	$ - - $ -
Non-Exempt	$ 154.63	N/A	1/1/2028	12/31/2028	5.00%	$ 53.96	$ - - $ -
David Pluth	$ 113.89	N/A	4/1/2024	12/31/2024		$ 39.74	N/A
Associate Biologist	$ 119.58	N/A	1/1/2025	12/31/2025	5.00%	$ 41.73	$ - - $ -
Role - Aquatic Biology Lead	$ 125.56	N/A	1/1/2026	12/31/2026	5.00%	$ 43.81	$ - - $ -
	$ 131.84	N/A	1/1/2027	12/31/2027	5.00%	$ 46.00	$ - - $ -
Non-Exempt	$ 138.43	N/A	1/1/2028	12/31/2028	5.00%	$ 48.30	$ - - $ -
Sylvia Langford	$ 111.51	N/A	4/1/2024	12/31/2024		$ 38.91	N/A
Technical Editor	$ 117.09	N/A	1/1/2025	12/31/2025	5.00%	$ 40.86	$ - - $ -

EXHIBIT 10-H2 COST PROPOSAL

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Project No. Plumas County DPW On-Call ES Contract No. _____ Participation Amount $ N/A Date: 4/8/2024

	Fringe Benefit		G&A		Overhead			
For Home Office Rate	33.08%	+	115.30%	+	11.10%	=	Home	159.48%
For Field Office Rate	24.52%	+	83.08%	+	9.24%	=	Field	116.84%
For Combined Rate	32.360%	+	10.940%	+	112.580%	=	Combined	155.88%

	Fee	=	12%

BILLING INFORMATION **CALCULATION INFORMATION**

Name/Classification	Loaded Hourly Billing Rates Straight	Overtime	Effective Date of Hourly Rate From	To	% Escalation Increase	Actual Hourly Rate and/or Average Hourly Rate	Hourly Range for Class
Role - Technical Editing	$ 122.94	N/A	1/1/2026	12/31/2026	5.00%	$ 42.90	$ - - $ -
	$ 129.09	N/A	1/1/2027	12/31/2027	5.00%	$ 45.04	$ - - $ -
Non-Exempt	$ 135.54	N/A	1/1/2028	12/31/2028	5.00%	$ 47.30	$ - - $ -
Senior Principal	$ 287.39	N/A	4/1/2024	12/31/2024		$ 100.28	$ 92.19 - $ 107.18
Engineer/Scientist/Planner/Consultant	$ 301.76	N/A	1/1/2025	12/31/2025	5.00%	$ 105.29	$ 96.80 - $ 112.54
	$ 316.85	N/A	1/1/2026	12/31/2026	5.00%	$ 110.56	$ 101.64 - $ 118.17
	$ 332.69	N/A	1/1/2027	12/31/2027	5.00%	$ 116.09	$ 106.72 - $ 124.07
Exempt	$ 349.32	N/A	1/1/2028	12/31/2028	5.00%	$ 121.89	$ 112.06 - $ 130.28
Principal Engineer	$ 246.29	N/A	4/1/2024	12/31/2024		$ 85.94	$ 79.69 - $ 92.18
Engineer/Scientist/Planner/Consultant	$ 258.61	N/A	1/1/2025	12/31/2025	5.00%	$ 90.24	$ 83.67 - $ 96.79
	$ 271.54	N/A	1/1/2026	12/31/2026	5.00%	$ 94.75	$ 87.86 - $ 101.63
	$ 285.11	N/A	1/1/2027	12/31/2027	5.00%	$ 99.49	$ 92.25 - $ 106.71
Exempt	$ 299.37	N/A	1/1/2028	12/31/2028	5.00%	$ 104.46	$ 96.86 - $ 112.05
Senior Associate II	$ 214.05	N/A	4/1/2024	12/31/2024		$ 74.69	$ 69.69 - $ 79.68

EXHIBIT 10-H2 COST PROPOSAL

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Project No. Plumas County DPW On-Call ES Contract No. _____ Participation Amount $ N/A Date: 4/8/2024

	Fringe Benefit		G&A		Overhead			
For Home Office Rate	33.08%	+	115.30%	+	11.10%	=	Home	159.48%
For Field Office Rate	24.52%	+	83.08%	+	9.24%	=	Field	116.84%
For Combined Rate	32.360%	+	10.940%	+	112.580%	=	Combined	155.88%

	Fee	=	12%

BILLING INFORMATION **CALCULATION INFORMATION**

Name/Classification	Loaded Hourly Billing Rates Straight	Overtime	Effective Date of Hourly Rate From	To	% Escalation Increase	Actual Hourly Rate and/or Average Hourly Rate	Hourly Range for Class
Engineer/Scientist/Planner/Consultant	$ 224.75	N/A	1/1/2025	12/31/2025	5.00%	$ 78.42	$ 73.17 - $ 83.66
	$ 235.99	N/A	1/1/2026	12/31/2026	5.00%	$ 82.35	$ 76.83 - $ 87.85
	$ 247.79	N/A	1/1/2027	12/31/2027	5.00%	$ 86.46	$ 80.67 - $ 92.24
Exempt	$ 260.18	N/A	1/1/2028	12/31/2028	5.00%	$ 90.79	$ 84.71 - $ 96.85
Senior Associate I	$ 187.54	N/A	4/1/2024	12/31/2024		$ 65.44	$ 61.19 - $ 69.68
Engineer/Scientist/Planner/Consultant	$ 196.92	N/A	1/1/2025	12/31/2025	5.00%	$ 68.71	$ 64.25 - $ 73.16
	$ 206.76	N/A	1/1/2026	12/31/2026	5.00%	$ 72.15	$ 67.46 - $ 76.82
	$ 217.10	N/A	1/1/2027	12/31/2027	5.00%	$ 75.75	$ 70.84 - $ 80.66
Exempt	$ 227.96	N/A	1/1/2028	12/31/2028	5.00%	$ 79.54	$ 74.38 - $ 84.70
Associate III	$ 168.08	N/A	4/1/2024	12/31/2024		$ 58.65	$ 53.69 - $ 61.18
Engineer/Scientist/Planner/Consultant	$ 176.49	N/A	1/1/2025	12/31/2025	5.00%	$ 61.58	$ 56.37 - $ 64.24
	$ 185.31	N/A	1/1/2026	12/31/2026	5.00%	$ 64.66	$ 59.19 - $ 67.45
	$ 194.58	N/A	1/1/2027	12/31/2027	5.00%	$ 67.89	$ 62.15 - $ 70.82
Exempt	$ 204.31	N/A	1/1/2028	12/31/2028	5.00%	$ 71.29	$ 65.26 - $ 74.36

EXHIBIT 10-H2 COST PROPOSAL

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Project No. Plumas County DPW On-Call ES Contract No. _____ Participation Amount $ N/A Date: 4/8/2024

	Fringe Benefit		G&A		Overhead			
For Home Office Rate	33.08%	+	115.30%	+	11.10%	=	Home	159.48%
For Field Office Rate	24.52%	+	83.08%	+	9.24%	=	Field	116.84%
For Combined Rate	32.360%	+	10.940%	+	112.580%	=	Combined	155.88%

	Fee	=	12%

BILLING INFORMATION **CALCULATION INFORMATION**

Name/Classification	Loaded Hourly Billing Rates Straight	Overtime	Effective Date of Hourly Rate From	To	% Escalation Increase	Actual Hourly Rate and/or Average Hourly Rate	Hourly Range for Class
Associate II	$ 145.27	N/A	4/1/2024	12/31/2024		$ 50.69	$ 47.69 - $ 53.68
Engineer/Scientist/Planner/Consultant	$ 152.53	N/A	1/1/2025	12/31/2025	5.00%	$ 53.22	$ 50.07 - $ 56.36
	$ 160.16	N/A	1/1/2026	12/31/2026	5.00%	$ 55.89	$ 52.58 - $ 59.18
	$ 168.17	N/A	1/1/2027	12/31/2027	5.00%	$ 58.68	$ 55.21 - $ 62.14
Exempt	$ 176.58	N/A	1/1/2028	12/31/2028	5.00%	$ 61.61	$ 57.97 - $ 65.25
Associate I	$ 129.51	N/A	4/1/2024	12/31/2024		$ 45.19	$ 42.69 - $ 47.68
Engineer/Scientist/Planner/Consultant	$ 135.98	N/A	1/1/2025	12/31/2025	5.00%	$ 47.45	$ 44.82 - $ 50.06
	$ 142.78	N/A	1/1/2026	12/31/2026	5.00%	$ 49.82	$ 47.07 - $ 52.57
	$ 149.92	N/A	1/1/2027	12/31/2027	5.00%	$ 52.31	$ 49.42 - $ 55.20
Exempt/Non-Exempt	$ 157.42	N/A	1/1/2028	12/31/2028	5.00%	$ 54.93	$ 51.89 - $ 57.96
Staff III	$ 116.61	N/A	4/1/2024	12/31/2024		$ 40.69	$ 38.69 - $ 42.68
Engineer/Scientist/Planner/Consultant	$ 122.44	N/A	1/1/2025	12/31/2025	5.00%	$ 42.72	$ 40.62 - $ 44.81
	$ 128.56	N/A	1/1/2026	12/31/2026	5.00%	$ 44.86	$ 42.66 - $ 47.05
	$ 134.99	N/A	1/1/2027	12/31/2027	5.00%	$ 47.10	$ 44.79 - $ 49.41

EXHIBIT 10-H2 COST PROPOSAL

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Project No. Plumas County DPW On-Call ES Contract No. _____ Participation Amount $ N/A Date: 4/8/2024

	Fringe Benefit		G&A		Overhead			
For Home Office Rate	33.08%	+	115.30%	+	11.10%	=	Home	159.48%
For Field Office Rate	24.52%	+	83.08%	+	9.24%	=	Field	116.84%
For Combined Rate	32.360%	+	10.940%	+	112.580%	=	Combined	155.88%

Fee	=	12%	

BILLING INFORMATION **CALCULATION INFORMATION**

Name/Classification	Loaded Hourly Billing Rates Straight	Overtime	Effective Date of Hourly Rate From	To	% Escalation Increase	Actual Hourly Rate and/or Average Hourly Rate	Hourly Range for Class
Exempt/Non-Exempt	$ 141.74	N/A	1/1/2028	12/31/2028	5.00%	$ 49.46	$ 47.03 - $ 51.88
Staff II	$ 105.86	N/A	4/1/2024	12/31/2024		$ 36.94	$ 35.19 - $ 38.68
Engineer/Scientist/Planner/Consultant	$ 111.16	N/A	1/1/2025	12/31/2025	5.00%	$ 38.79	$ 36.95 - $ 40.61
	$ 116.72	N/A	1/1/2026	12/31/2026	5.00%	$ 40.73	$ 38.80 - $ 42.64
	$ 122.55	N/A	1/1/2027	12/31/2027	5.00%	$ 42.76	$ 40.74 - $ 44.78
Exempt/Non-Exempt	$ 128.68	N/A	1/1/2028	12/31/2028	5.00%	$ 44.90	$ 42.77 - $ 47.02
Staff I	$ 96.55	N/A	4/1/2024	12/31/2024		$ 33.69	$ 32.19 - $ 35.18
Engineer/Scientist/Planner/Consultant	$ 101.38	N/A	1/1/2025	12/31/2025	5.00%	$ 35.37	$ 33.80 - $ 36.94
	$ 106.45	N/A	1/1/2026	12/31/2026	5.00%	$ 37.14	$ 35.49 - $ 38.79
	$ 111.77	N/A	1/1/2027	12/31/2027	5.00%	$ 39.00	$ 37.26 - $ 40.73
Exempt/Non-Exempt	$ 117.36	N/A	1/1/2028	12/31/2028	5.00%	$ 40.95	$ 39.13 - $ 42.76
Technician III	$ 87.95	N/A	4/1/2024	12/31/2024		$ 30.69	$ 29.19 - $ 32.18
Engineer/Scientist/Planner/Consultant	$ 92.35	N/A	1/1/2025	12/31/2025	5.00%	$ 32.22	$ 30.65 - $ 33.79
	$ 96.97	N/A	1/1/2026	12/31/2026	5.00%	$ 33.84	$ 32.18 - $ 35.48

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Project No. Plumas County DPW On-Call ES Contract No. _____ Participation Amount $ N/A Date: 4/8/2024

	Fringe Benefit		G&A		Overhead			
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For Combined Rate	32.360%	+	10.940%	+	112.580%	=	Combined	155.88%

	Fee	=	12%

BILLING INFORMATION **CALCULATION INFORMATION**

Name/Classification	Loaded Hourly Billing Rates Straight	Overtime	Effective Date of Hourly Rate From	To	% Escalation Increase	Actual Hourly Rate and/or Average Hourly Rate	Hourly Range for Class
	$ 101.82	N/A	1/1/2027	12/31/2027	5.00%	$ 35.53	$ 33.79 - $ 37.25
Exempt/Non-Exempt	$ 106.91	N/A	1/1/2028	12/31/2028	5.00%	$ 37.30	$ 35.48 - $ 39.11
Technician II	$ 80.07	N/A	4/1/2024	12/31/2024		$ 27.94	$ 26.69 - $ 29.18
Engineer/Scientist/Planner/Consultant	$ 84.08	N/A	1/1/2025	12/31/2025	5.00%	$ 29.34	$ 28.02 - $ 30.64
	$ 88.28	N/A	1/1/2026	12/31/2026	5.00%	$ 30.80	$ 29.43 - $ 32.17
	$ 92.69	N/A	1/1/2027	12/31/2027	5.00%	$ 32.34	$ 30.90 - $ 33.78
Exempt	$ 97.33	N/A	1/1/2028	12/31/2028	5.00%	$ 33.96	$ 32.44 - $ 35.47
Technician I	$ 72.88	N/A	4/1/2024	12/31/2024		$ 25.43	$ 24.18 - $ 26.68
Engineer/Scientist/Planner/Consultant	$ 76.52	N/A	1/1/2025	12/31/2025	5.00%	$ 26.70	$ 25.39 - $ 28.01
	$ 80.35	N/A	1/1/2026	12/31/2026	5.00%	$ 28.04	$ 26.66 - $ 29.41
	$ 84.37	N/A	1/1/2027	12/31/2027	5.00%	$ 29.44	$ 27.99 - $ 30.89
Exempt	$ 88.58	N/A	1/1/2028	12/31/2028	5.00%	$ 30.91	$ 29.39 - $ 32.43
Clerical/Tech. Editor	$ 120.39	N/A	4/1/2024	12/31/2024		$ 42.01	$ 38.26 - $ 45.75
	$ 126.41	N/A	1/1/2025	12/31/2025	5.00%	$ 44.11	$ 40.17 - $ 48.04

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Project No. Plumas County DPW On-Call ES Contract No. _____ Participation Amount $ N/A Date: 4/8/2024

	Fringe Benefit		G&A		Overhead			
For Home Office Rate	33.08%	+	115.30%	+	11.10%	=	Home	159.48%
For Field Office Rate	24.52%	+	83.08%	+	9.24%	=	Field	116.84%
For Combined Rate	32.360%	+	10.940%	+	112.580%	=	Combined	155.88%

Fee	=	12%	

BILLING INFORMATION **CALCULATION INFORMATION**

Name/Classification	Loaded Hourly Billing Rates Straight	Overtime	Effective Date of Hourly Rate From	To	% Escalation Increase	Actual Hourly Rate and/or Average Hourly Rate	Hourly Range for Class
	$ 132.74	N/A	1/1/2026	12/31/2026	5.00%	$ 46.32	$ 42.18 - $ 50.44
	$ 139.37	N/A	1/1/2027	12/31/2027	5.00%	$ 48.63	$ 44.29 - $ 52.96
Exempt/Non-Exempt	$ 146.34	N/A	1/1/2028	12/31/2028	5.00%	$ 51.06	$ 46.51 - $ 55.61
Administrative Assistant	$ 65.91	N/A	4/1/2024	12/31/2024		$ 23.00	$ 9.00 - $ 37.00
	$ 69.21	N/A	1/1/2025	12/31/2025	5.00%	$ 24.15	$ 9.45 - $ 38.85
	$ 72.67	N/A	1/1/2026	12/31/2026	5.00%	$ 25.36	$ 9.92 - $ 40.79
	$ 76.30	N/A	1/1/2027	12/31/2027	5.00%	$ 26.63	$ 10.42 - $ 42.83
Non-Exempt	$ 80.12	N/A	1/1/2028	12/31/2028	5.00%	$ 27.96	$ 10.94 - $ 44.97

1. Names and classifications of consultant (key staff) team members must be listed. Provide separate sheets for prime and all subconsultant firms.
2. Billing rate = actual hourly rate * (1+ ICR) * (1+ Fee). Agreed upon billing rates are not adjustable for the term of contract.
3. For named employees enter the actual hourly rate. For classifications only, enter the average hourly rate for that classification.

Note:
• Denote all employees subject to prevailing wage with an asterisks (*)

EXHIBIT 10-H2 COST PROPOSAL

Note: Mark-ups are Not Allowed
Consultant: Stantec Consulting Services Inc. ■ Prime Consultant ☐ Subconsultant ☐ 2nd Tier Subconsultant

Project No. Plumas County DPW On-Call ES Contract No. _____ Participation Amount $ N/A Date: 4/8/2024

	Fringe Benefit		G&A		Overhead			
For Home Office Rate	33.08%	+	115.30%	+	11.10%	=	Home	159.48%
For Field Office Rate	24.52%	+	83.08%	+	9.24%	=	Field	116.84%
For Combined Rate	32.360%	+	10.940%	+	112.580%	=	Combined	155.88%

	Fee	=	12%

BILLING INFORMATION **CALCULATION INFORMATION**

Name/Classification	Loaded Hourly Billing Rates		Effective Date of Hourly Rate		% Escalation Increase	Actual Hourly Rate and/or Average Hourly Rate	Hourly Range for Class
	Straight	Overtime	From	To			

• For "Other Direct Cost" listing, see page 2 of this Exhibit

EXHIBIT 10-H2 COST PROPOSAL

Consultant: Stantec Consulting Services Inc. ■ Prime Consultant ☐ Subconsultant ☐ 2nd Tier Subconsultant

Project No. _____ Contract No. _____ Date: 3/27/2024

SCHEDULE OF OTHER DIRECT COST ITEMS (Add additional pages as necessary)				
Description of Item	**Quantity**	**Unit**	**Unit Cost**	**Total**
Mileage Costs	1		Current IRS Rate	TBD
Equipment Rental and Supplies	1		At Cost	TBD
Permit Fees	1		At Cost	TBD
Travel				
A. Tolls	1		At Cost	TBD
B. Parking	1		At Cost	TBD
C. Rental Vehicle and Gas	1		At Cost	TBD
D. Lodging	1		At Cost	TBD
E. Meals	1		At Cost	TBD
F. Other Incidentals	1		At Cost	TBD
Document Production				
A. Color: 8 1/2 x 11 / 11 x 17 (internal)	1		$0.25 / $0.50	TBD
B. Color: 8 1/2 x 11 / 11 x 17 (internal)	1		$0.05 / $0.10	TBD
C. Printing (outside services)	1		At Cost	TBD
D. Postage/Shipping	1		At Cost	TBD
Subconsultant 1: Area West Environmental, Inc.				TBD
Subconsultant 2: Earthview Science				TBD
Subconsultant 3: JRP Historical Consulting Inc.				TBD
Subconsultant 4:				$ -
Subconsultant 5:				$ -

NOTES:

1. List direct cost items with estimated costs. These costs should be competitive in their respective industries and supported with appropriate documentations.
2. Proposed ODC items should be consistently billed regardless of client and contract type.
3. Items when incurred for the same purpose, in like circumstance, should not be included in any indirect cost pool or in the overhead rate.
4. Items such as special tooling, will be reimbursed at actual cost with supporting documentation (invoice)
5. Items listed above that would be considered "tools of the trade" are not reimburseable as other direct cost.

EXHIBIT 10-H2 COST PROPOSAL Page 1 of 3
SPECIFIC RATE OF COMPENSATION (USE FOR ON-CALL OR AS-NEEDED CONTRACTS)
(CONSTRUCTION ENGINEERING AND INSPECTION CONTRACTS)

Note: Mark-ups are Not Allowed

Consultant Area West Environmental, Inc. | Prime Consultant **Subconsultant X** | 2nd Tier Subconsultant
Project No. tbd | Contract No. tbd | Participation Amount | Date 4/8/2024
On-Call Environmental Consulting Services for Miscellaneous Public Works and Road Improvement Projects | Plumas County Department of Public Works

	Fringe %		Overhead %		G&A %		
For Combined Rate	46.28%	+	109.11%	+	0.00%	=	Combined ICR % 155.39%
			OR				
For Home Office Rate	Fringe %	+	Overhead %	+	G&A %	=	Home Office ICR % 0.00%
For Field Office Rate	Fringe %	+	Overhead %	+	G&A %	=	Field Office ICR % 0.00%

Fee =	12%
% Increase =	5.0%

BILLING INFORMATION / **CALCULATION INFORMATION**

Name/Job Title/Classification[1]	Hourly Billing Rates[2] Straight[3]	OT(1.5x)	OT(2x)	Effective Date of Hourly Rate From	To	Actual **or** Avg. Hourly Rate[4]	% or $ Increase	Hourly Range - for Classifications Only
Aiken, Mikhela W.	$85.81	$128.72	$171.62	1/1/2024	12/31/2024	$30.00		Not Applicable
Technician	$90.10	$135.15	$180.20	1/1/2025	12/31/2025	$31.50	5.0%	
Analyst	$94.61	$141.91	$189.21	1/1/2026	12/31/2026	$33.08	5.0%	
	$99.34	$149.01	$198.67	1/1/2027	12/31/2027	$34.73	5.0%	
Hire Date: 11/28/2018	$104.30	$156.46	$208.61	1/1/2028	12/31/2028	$36.47	5.0%	
Non-Exempt								
Bailey, Mary L.	$171.62	$257.43	$343.24	1/1/2024	12/31/2024	$60.00		Not Applicable
Archaeologist III/Cultural Resources Specialist	$180.20	$270.30	$360.41	1/1/2025	12/31/2025	$63.00	5.0%	
Senior Scientist	$189.21	$283.82	$378.43	1/1/2026	12/31/2026	$66.15	5.0%	
	$198.67	$298.01	$397.35	1/1/2027	12/31/2027	$69.46	5.0%	
Hire Date: 06/05/2012	$208.61	$312.91	$417.22	1/1/2028	12/31/2028	$72.93	5.0%	
Non-Exempt								
Brown, Elizabeth L.	$80.09	$120.14	$160.18	1/1/2024	12/31/2024	$28.00		Not Applicable
Technician	$84.09	$126.14	$168.19	1/1/2025	12/31/2025	$29.40	5.0%	
Analyst	$88.30	$132.45	$176.60	1/1/2026	12/31/2026	$30.87	5.0%	
	$92.71	$139.07	$185.43	1/1/2027	12/31/2027	$32.41	5.0%	
Hire Date: 03/15/2019	$97.35	$146.03	$194.70	1/1/2028	12/31/2028	$34.03	5.0%	
Non-Exempt								
Church, Amanda J.	$91.53	N/A	N/A	1/1/2024	12/31/2024	$32.00		Not Applicable
Project Accountant I	$96.11	N/A	N/A	1/1/2025	12/31/2025	$33.60	5.0%	
Analyst	$100.91	N/A	N/A	1/1/2026	12/31/2026	$35.28	5.0%	
	$105.96	N/A	N/A	1/1/2027	12/31/2027	$37.04	5.0%	

BILLING INFORMATION				CALCULATION INFORMATION				
Name/Job Title/Classification[1]	Hourly Billing Rates[2]			Effective Date of Hourly Rate		Actual **or** Avg.	% or $	Hourly Range -
	Straight[3]	OT(1.5x)	OT(2x)	From	To	Hourly Rate[4]	Increase	for Classifications Only
Hire Date: 7/11/2022	$111.26	N/A	N/A	1/1/2028	12/31/2028	$38.90	5.0%	
Exempt								
Dour-Smith, Aimee A.	$190.33	$285.49	$380.66	1/1/2024	12/31/2024	$66.54		Not Applicable
CEQA/NEPA Specialist	$199.85	$299.77	$399.69	1/1/2025	12/31/2025	$69.87	5.0%	
Senior Scientist	$209.84	$314.76	$419.68	1/1/2026	12/31/2026	$73.36	5.0%	
	$220.33	$330.49	$440.66	1/1/2027	12/31/2027	$77.03	5.0%	
Hire Date: 02/14/2012	$231.35	$347.02	$462.69	1/1/2028	12/31/2028	$80.88	5.0%	
Non-Exempt								
Hecox, Jessica A.	$71.51	$107.26	$143.02	1/1/2024	12/31/2024	$25.00		Not Applicable
Technician	$75.08	$112.63	$150.17	1/1/2025	12/31/2025	$26.25	5.0%	
Analyst	$78.84	$118.26	$157.68	1/1/2026	12/31/2026	$27.56	5.0%	
	$82.78	$124.17	$165.56	1/1/2027	12/31/2027	$28.94	5.0%	
Hire Date: 03/04/2024	$86.92	$130.38	$173.84	1/1/2028	12/31/2028	$30.39	5.0%	
Non-Exempt								
Hinkley, Christine M.	$108.69	N/A	N/A	1/1/2024	12/31/2024	$38.00		Not Applicable
Accounting Lead	$114.13	N/A	N/A	1/1/2025	12/31/2025	$39.90	5.0%	
Analyst	$119.84	N/A	N/A	1/1/2026	12/31/2026	$41.90	5.0%	
	$125.83	N/A	N/A	1/1/2027	12/31/2027	$43.99	5.0%	
Hire Date: 08/27/2018	$132.12	N/A	N/A	1/1/2028	12/31/2028	$46.19	5.0%	
Exempt								
Kodsuntie, Claudia	$85.81	$128.72	$171.62	1/1/2024	12/31/2024	$30.00		Not Applicable
Technician	$90.10	$135.15	$180.20	1/1/2025	12/31/2025	$31.50	5.0%	
Analyst	$94.61	$141.91	$189.21	1/1/2026	12/31/2026	$33.08	5.0%	
	$99.34	$149.01	$198.67	1/1/2027	12/31/2027	$34.73	5.0%	
Hire Date: 07/31/2008	$104.30	$156.46	$208.61	1/1/2028	12/31/2028	$36.47	5.0%	
Non-Exempt								
Kodsuntie, Crystal	$85.81	$128.72	$171.62	1/1/2024	12/31/2024	$30.00		Not Applicable
Technician	$90.10	$135.15	$180.20	1/1/2025	12/31/2025	$31.50	5.0%	
Analyst	$94.61	$141.91	$189.21	1/1/2026	12/31/2026	$33.08	5.0%	
	$99.34	$149.01	$198.67	1/1/2027	12/31/2027	$34.73	5.0%	
Hire Date: 07/31/2008	$104.30	$156.46	$208.61	1/1/2028	12/31/2028	$36.47	5.0%	
Non-Exempt								
Kodsuntie, Tawatchai	$175.80	N/A	N/A	1/1/2024	12/31/2024	$61.46		Not Applicable
Sr. Graphic Designer	$184.59	N/A	N/A	1/1/2025	12/31/2025	$64.53	5.0%	
Analyst	$193.82	N/A	N/A	1/1/2026	12/31/2026	$67.76	5.0%	
	$203.51	N/A	N/A	1/1/2027	12/31/2027	$71.15	5.0%	
Hire Date: 07/31/2008	$213.68	N/A	N/A	1/1/2028	12/31/2028	$74.71	5.0%	
Exempt								
Laverty, Heather R.	$88.67	$133.01	$177.34	1/1/2024	12/31/2024	$31.00		Not Applicable
Technician	$93.10	$139.66	$186.21	1/1/2025	12/31/2025	$32.55	5.0%	
Analyst	$97.76	$146.64	$195.52	1/1/2026	12/31/2026	$34.18	5.0%	
	$102.65	$153.97	$205.30	1/1/2027	12/31/2027	$35.89	5.0%	
Hire Date: 05/01/2023	$107.78	$161.67	$215.56	1/1/2028	12/31/2028	$37.68	5.0%	

BILLING INFORMATION				CALCULATION INFORMATION				
Name/Job Title/Classification[1]	Hourly Billing Rates[2]			Effective Date of Hourly Rate		Actual **or** Avg.	% or $	Hourly Range -
	Straight[3]	OT(1.5x)	OT(2x)	From	To	Hourly Rate[4]	Increase	for Classifications Only
Non-Exempt								
Mays, Kimberly A.	$102.97	N/A	N/A	1/1/2024	12/31/2024	$36.00		Not Applicable
Planner II/Project Coordinator	$108.12	N/A	N/A	1/1/2025	12/31/2025	$37.80	5.0%	
Analyst	$113.53	N/A	N/A	1/1/2026	12/31/2026	$39.69	5.0%	
	$119.20	N/A	N/A	1/1/2027	12/31/2027	$41.67	5.0%	
Hire Date: 07/05/2021	$125.16	N/A	N/A	1/1/2028	12/31/2028	$43.76	5.0%	
Exempt								
McNeill, Kale N.	$100.11	$150.17	$200.23	1/1/2024	12/31/2024	$35.00		Not Applicable
Biologist I	$105.12	$157.68	$210.24	1/1/2025	12/31/2025	$36.75	5.0%	
Analyst	$110.37	$165.56	$220.75	1/1/2026	12/31/2026	$38.59	5.0%	
	$115.89	$173.84	$231.79	1/1/2027	12/31/2027	$40.52	5.0%	
Hire Date: 05/11/2023	$121.69	$182.53	$243.38	1/1/2028	12/31/2028	$42.54	5.0%	
Non-Exempt								
Mendoza, Ryan J.	$85.81	$128.72	$171.62	1/1/2024	12/31/2024	$30.00		Not Applicable
Biologist I	$90.10	$135.15	$180.20	1/1/2025	12/31/2025	$31.50	5.0%	
Analyst	$94.61	$141.91	$189.21	1/1/2026	12/31/2026	$33.08	5.0%	
	$99.34	$149.01	$198.67	1/1/2027	12/31/2027	$34.73	5.0%	
Hire Date: 12/11/2023	$104.30	$156.46	$208.61	1/1/2028	12/31/2028	$36.47	5.0%	
Non-Exempt								
Morford, Samantha J.	$117.28	N/A	N/A	1/1/2024	12/31/2024	$41.00		Not Applicable
Biologist III	$123.14	N/A	N/A	1/1/2025	12/31/2025	$43.05	5.0%	
Senior Scientist	$129.30	N/A	N/A	1/1/2026	12/31/2026	$45.20	5.0%	
	$135.76	N/A	N/A	1/1/2027	12/31/2027	$47.46	5.0%	
Hire Date: 12/18/2020	$142.55	N/A	N/A	1/1/2028	12/31/2028	$49.84	5.0%	
Exempt								
Pertl, Bianca V.	$72.94	$109.41	$145.88	1/1/2024	12/31/2024	$25.50		Not Applicable
Technician	$76.59	$114.88	$153.17	1/1/2025	12/31/2025	$26.78	5.0%	
Analyst	$80.42	$120.62	$160.83	1/1/2026	12/31/2026	$28.11	5.0%	
	$84.44	$126.65	$168.87	1/1/2027	12/31/2027	$29.52	5.0%	
Hire Date: 06/08/2023	$88.66	$132.99	$177.32	1/1/2028	12/31/2028	$31.00	5.0%	
Non-Exempt								
Prior, Alyssa M.	$74.37	$111.55	$148.74	1/1/2024	12/31/2024	$26.00		Not Applicable
Technician	$78.09	$117.13	$156.18	1/1/2025	12/31/2025	$27.30	5.0%	
Analyst	$81.99	$122.99	$163.98	1/1/2026	12/31/2026	$28.67	5.0%	
	$86.09	$129.14	$172.18	1/1/2027	12/31/2027	$30.10	5.0%	
Hire Date: 4/30/2021	$90.40	$135.60	$180.79	1/1/2028	12/31/2028	$31.60	5.0%	
Non-Exempt								
Putnam, Evan B.	$57.21	$85.81	$114.41	1/1/2024	12/31/2024	$20.00		Not Applicable
Technician	$60.07	$90.10	$120.14	1/1/2025	12/31/2025	$21.00	5.0%	
Analyst	$63.07	$94.61	$126.14	1/1/2026	12/31/2026	$22.05	5.0%	
	$66.22	$99.34	$132.45	1/1/2027	12/31/2027	$23.15	5.0%	
Hire Date: 06/19/2022	$69.54	$104.30	$139.07	1/1/2028	12/31/2028	$24.31	5.0%	
Non-Exempt								

BILLING INFORMATION				CALCULATION INFORMATION				
Name/Job Title/Classification[1]	Hourly Billing Rates[2]			Effective Date of Hourly Rate		Actual **or** Avg.	% or $	Hourly Range -
	Straight[3]	OT(1.5x)	OT(2x)	From	To	Hourly Rate[4]	Increase	for Classifications Only
Rabbass, Elise C. (Chaim)	$85.81	$128.72	$171.62	1/1/2024	12/31/2024	$30.00		Not Applicable
Biologist I	$90.10	$135.15	$180.20	1/1/2025	12/31/2025	$31.50	5.0%	
Analyst	$94.61	$141.91	$189.21	1/1/2026	12/31/2026	$33.08	5.0%	
	$99.34	$149.01	$198.67	1/1/2027	12/31/2027	$34.73	5.0%	
Hire Date: 08/22/2019	$104.30	$156.46	$208.61	1/1/2028	12/31/2028	$36.47	5.0%	
Non-Exempt								
Richardson, Arthur L.	$91.53	$137.30	$183.06	1/1/2024	12/31/2024	$32.00		Not Applicable
Biologist I	$96.11	$144.16	$192.22	1/1/2025	12/31/2025	$33.60	5.0%	
Analyst	$100.91	$151.37	$201.83	1/1/2026	12/31/2026	$35.28	5.0%	
	$105.96	$158.94	$211.92	1/1/2027	12/31/2027	$37.04	5.0%	
Hire Date: 09/21/2011	$111.26	$166.89	$222.51	1/1/2028	12/31/2028	$38.90	5.0%	
Non-Exempt								
Rogers, Matthew S.	$117.28	$175.91	$234.55	1/1/2024	12/31/2024	$41.00		Not Applicable
Biologist III	$123.14	$184.71	$246.28	1/1/2025	12/31/2025	$43.05	5.0%	
Senior Scientist	$129.30	$193.94	$258.59	1/1/2026	12/31/2026	$45.20	5.0%	
	$135.76	$203.64	$271.52	1/1/2027	12/31/2027	$47.46	5.0%	
Hire Date: 05/24/2021	$142.55	$213.82	$285.10	1/1/2028	12/31/2028	$49.84	5.0%	
Non-Exempt								
Rozumowicz-Kodsuntie, Rebecca J.*	$218.56	N/A	N/A	1/1/2024	12/31/2024	$76.41		Not Applicable
Principal/Biological Resources Lead	$229.49	N/A	N/A	1/1/2025	12/31/2025	$80.23	5.0%	
Senior Scientist	$240.96	N/A	N/A	1/1/2026	12/31/2026	$84.24	5.0%	
	$253.01	N/A	N/A	1/1/2027	12/31/2027	$88.45	5.0%	
Hire Date: 04/01/2007	$265.66	N/A	N/A	1/1/2028	12/31/2028	$92.88	5.0%	
Exempt								
Sankbeil, Colena M.	$98.68	N/A	N/A	1/1/2024	12/31/2024	$34.50		Not Applicable
Planner II/Project Coordinator	$103.62	N/A	N/A	1/1/2025	12/31/2025	$36.23	5.0%	
Analyst	$108.80	N/A	N/A	1/1/2026	12/31/2026	$38.04	5.0%	
	$114.24	N/A	N/A	1/1/2027	12/31/2027	$39.94	5.0%	
Hire Date: 11/27/22	$119.95	N/A	N/A	1/1/2028	12/31/2028	$41.93	5.0%	
Exempt								
Schue, Aubrey L.	$85.81	$128.72	$171.62	1/1/2024	12/31/2024	$30.00		Not Applicable
Biologist I	$90.10	$135.15	$180.20	1/1/2025	12/31/2025	$31.50	5.0%	
Analyst	$94.61	$141.91	$189.21	1/1/2026	12/31/2026	$33.08	5.0%	
	$99.34	$149.01	$198.67	1/1/2027	12/31/2027	$34.73	5.0%	
Hire Date: 01/18/2024	$104.30	$156.46	$208.61	1/1/2028	12/31/2028	$36.47	5.0%	
Non-Exempt								
Slayton, Sarah L.	$80.09	$120.14	$160.18	1/1/2024	12/31/2024	$28.00		Not Applicable
Technician	$84.09	$126.14	$168.19	1/1/2025	12/31/2025	$29.40	5.0%	
Analyst	$88.30	$132.45	$176.60	1/1/2026	12/31/2026	$30.87	5.0%	
	$92.71	$139.07	$185.43	1/1/2027	12/31/2027	$32.41	5.0%	
Hire Date: 09/08/2022	$97.35	$146.03	$194.70	1/1/2028	12/31/2028	$34.03	5.0%	
Non-Exempt								

BILLING INFORMATION				CALCULATION INFORMATION					
Name/Job Title/Classification[1]	Hourly Billing Rates[2]			Effective Date of Hourly Rate		Actual **or** Avg.	% or $	Hourly Range -	
	Straight[3]	OT(1.5x)	OT(2x)	From	To	Hourly Rate[4]	Increase	for Classifications Only	
Open Classification I	$128.72	$193.07	$257.43	1/1/2024	12/31/2024	$45.00		$25.00	$65.00
-	$135.15	$202.73	$270.30	1/1/2025	12/31/2025	$47.25	5.0%	$26.25	$68.25
Analyst	$141.91	$212.87	$283.82	1/1/2026	12/31/2026	$49.61	5.0%	$27.56	$71.66
	$149.01	$223.51	$298.01	1/1/2027	12/31/2027	$52.09	5.0%	$28.94	$75.25
-	$156.46	$234.68	$312.91	1/1/2028	12/31/2028	$54.70	5.0%	$30.39	$79.01
Non-Exempt								$31.91	$82.96
Open Classification II	$200.23	$300.34	$400.45	1/1/2024	12/31/2024	$70.00		$30.00	$110.00
-	$210.24	$315.36	$420.47	1/1/2025	12/31/2025	$73.50	5.0%	$31.50	$115.50
Senior Scientist	$220.75	$331.12	$441.50	1/1/2026	12/31/2026	$77.18	5.0%	$33.08	$121.28
	$231.79	$347.68	$463.57	1/1/2027	12/31/2027	$81.03	5.0%	$34.73	$127.34
-	$243.38	$365.06	$486.75	1/1/2028	12/31/2028	$85.09	5.0%	$36.47	$133.71
Non-Exempt								$38.29	$140.39

NOTES:

1. Key Personnel **must** be marked with an asterisk (*), employees that are subject to prevailing wage requirements must be marked with two asterisks (**). All costs must comply with the Federal cost principles. Subconsultants will provide their own cost proposals.

2. The cost proposal format shall not be amended.

3. Billing rate = actual hourly rate * (1+ICR) * (1+Fee). Indirect cost rates shall be updated on an annual basis in accordance with the consultant's annual accounting period and established by a cognizant agency or accepted by Caltrans. All costs must comply with the Federal cost principles for reimbursement.

4. For named employees and key personnel enter the actual hourly rate. For classifications only, enter the Average Hourly Rate for that classification.

5. Escalation for personnel subject to prevailing wage (***) shall follow the annual DIR determinations.

Note: This cost proposal assumes that no work performed under this contract is subject to prevailing wage law or wages.

COST PROPOSAL - Page 1 of 3

SPECIFIC RATE OF COMPENSATION (USE FOR ON-CALL OR AS-NEEDED CONTRACTS)
(NON- PREVAILING WAGE CONSTRUCTION ENGINEERING AND INSPECTION CONTRACTS)

Consultant Earthview Science ☐ Prime Consultant ☒ Subconsultant ☐ 2nd Tier Subconsultant

Project No. Plumas County DPW On-Call Env. Services Contract No. _____ Participation Amount $ N/A Date 3/27/2024

For Combined Rate							
	Fringe Benefit % + General &Administrative %				=	Combined ICR %	
OR							
For Home Office Rate							
	Fringe Benefit	40.00%	+	General &Administrative	70.00%	=	Home Office ICR 110.00%
For Field Office Rate							
	Fringe Benefit	N/A	+	General &Administrative	N/A	=	Field Office ICR N/A
				Fee		=	12%

BILLING INFORMATION / CALCULATION INFORMATION

Name/Job Title/Classification1	Hourly Billing Rates[2] Straight[3]	To(1.5x)	To(2x)	Effective date of hourly rate From	To	Actual or Avg. hourly rate[4]	% or $ increase	Hourly range – for Classification only
MariaElena Conserva	$ 172.87	NA	NA	3/1/2024	12/31/2024	$ 73.50	0%	Not Applicable
Sr Visual Resources/Sr Paleo	$ 181.52	NA	NA	1/1/2025	12/31/2025	$ 77.18	5%	
Visual Resources/Paleo	$ 190.59	NA	NA	1/1/2026	12/31/2026	$ 81.03	5%	
	$ 200.12	NA	NA	1/1/2027	12/31/2027	$ 85.09	5%	
	$ 210.13	NA	NA	1/1/2028	12/31/2028	$ 89.34	5%	
Name	$ 2.31	NA	NA	3/1/2024	12/31/2024	$ 1.00	0%	Not Applicable
Job Title	$ 2.43	NA	NA	1/1/2025	12/31/2025	$ 1.05	5%	
Role	$ 2.55	NA	NA	1/1/2026	12/31/2026	$ 1.10	5%	
	$ 2.67	NA	NA	1/1/2027	12/31/2027	$ 1.16	5%	
	$ 2.81	NA	NA	1/1/2028	12/31/2028	$ 1.22	5%	
Name	$ 2.31	NA	NA	3/1/2024	12/31/2024	$ 1.00	0%	Not Applicable
Job Title	$ 2.43	NA	NA	1/1/2025	12/31/2025	$ 1.05	5%	
Role	$ 2.55	NA	NA	1/1/2026	12/31/2026	$ 1.10	5%	
	$ 2.67	NA	NA	1/1/2027	12/31/2027	$ 1.16	5%	
	$ 2.81	NA	NA	1/1/2028	12/31/2028	$ 1.22	5%	

Name	$ 2.31	NA	NA	3/1/2024	12/31/2024	$ 1.00	0%	Not Applicable
Job Title	$ 2.43	NA	NA	1/1/2025	12/31/2025	$ 1.05	5%	
Role	$ 2.55	NA	NA	1/1/2026	12/31/2026	$ 1.10	5%	
	$ 2.67	NA	NA	1/1/2027	12/31/2027	$ 1.16	5%	
	$ 2.81	NA	NA	1/1/2028	12/31/2028	$ 1.22	5%	
Name	$ 2.31	NA	NA	3/1/2024	12/31/2024	$ 1.00	0%	Not Applicable
Job Title	$ 2.43	NA	NA	1/1/2025	12/31/2025	$ 1.05	5%	
Role	$ 2.55	NA	NA	1/1/2026	12/31/2026	$ 1.10	5%	
	$ 2.67	NA	NA	1/1/2027	12/31/2027	$ 1.16	5%	
	$ 2.81	NA	NA	1/1/2028	12/31/2028	$ 1.22	5%	
Name	$ 2.31	NA	NA	3/1/2024	12/31/2024	$ 1.00	0%	Not Applicable
Job Title	$ 2.43	NA	NA	1/1/2025	12/31/2025	$ 1.05	5%	
Role	$ 2.55	NA	NA	1/1/2026	12/31/2026	$ 1.10	5%	
	$ 2.67	NA	NA	1/1/2027	12/31/2027	$ 1.16	5%	
	$ 2.81	NA	NA	1/1/2028	12/31/2028	$ 1.22	5%	
Name	$ 2.31	NA	NA	3/1/2024	12/31/2024	$ 1.00	0%	Not Applicable
Job Title	$ 2.43	NA	NA	1/1/2025	12/31/2025	$ 1.05	5%	
Role	$ 2.55	NA	NA	1/1/2026	12/31/2026	$ 1.10	5%	
	$ 2.67	NA	NA	1/1/2027	12/31/2027	$ 1.16	5%	
	$ 2.81	NA	NA	1/1/2028	12/31/2028	$ 1.22	5%	
Name	$ 2.31	NA	NA	3/1/2024	12/31/2024	$ 1.00	0%	Not Applicable
Job Title	$ 2.43	NA	NA	1/1/2025	12/31/2025	$ 1.05	5%	
Role	$ 2.55	NA	NA	1/1/2026	12/31/2026	$ 1.10	5%	
	$ 2.67	NA	NA	1/1/2027	12/31/2027	$ 1.16	5%	
	$ 2.81	NA	NA	1/1/2028	12/31/2028	$ 1.22	5%	
Name	$ 2.31	NA	NA	3/1/2024	12/31/2024	$ 1.00	0%	Not Applicable
Job Title	$ 2.43	NA	NA	1/1/2025	12/31/2025	$ 1.05	5%	
Role	$ 2.55	NA	NA	1/1/2026	12/31/2026	$ 1.10	5%	
	$ 2.67	NA	NA	1/1/2027	12/31/2027	$ 1.16	5%	
	$ 2.81	NA	NA	1/1/2028	12/31/2028	$ 1.22	5%	
Name	$ 2.31	NA	NA	3/1/2024	12/31/2024	$ 1.00	0%	Not Applicable
Job Title	$ 2.43	NA	NA	1/1/2025	12/31/2025	$ 1.05	5%	
Role	$ 2.55	NA	NA	1/1/2026	12/31/2026	$ 1.10	5%	
	$ 2.67	NA	NA	1/1/2027	12/31/2027	$ 1.16	5%	
	$ 2.81	NA	NA	1/1/2028	12/31/2028	$ 1.22	5%	

Name	$ 2.31	NA	NA	3/1/2024	12/31/2024	$ 1.00	0%	Not Applicable
Job Title	$ 2.43	NA	NA	1/1/2025	12/31/2025	$ 1.05	5%	
Role	$ 2.55	NA	NA	1/1/2026	12/31/2026	$ 1.10	5%	
	$ 2.67	NA	NA	1/1/2027	12/31/2027	$ 1.16	5%	
	$ 2.81	NA	NA	1/1/2028	12/31/2028	$ 1.22	5%	
Name	$ 2.31	NA	NA	3/1/2024	12/31/2024	$ 1.00	0%	Not Applicable
Job Title	$ 2.43	NA	NA	1/1/2025	12/31/2025	$ 1.05	5%	
Role	$ 2.55	NA	NA	1/1/2026	12/31/2026	$ 1.10	5%	
	$ 2.67	NA	NA	1/1/2027	12/31/2027	$ 1.16	5%	
	$ 2.81	NA	NA	1/1/2028	12/31/2028	$ 1.22	5%	
Name	$ 2.31	NA	NA	3/1/2024	12/31/2024	$ 1.00	0%	Not Applicable
Job Title	$ 2.43	NA	NA	1/1/2025	12/31/2025	$ 1.05	5%	
Role	$ 2.55	NA	NA	1/1/2026	12/31/2026	$ 1.10	5%	
	$ 2.67	NA	NA	1/1/2027	12/31/2027	$ 1.16	5%	
	$ 2.81	NA	NA	1/1/2028	12/31/2028	$ 1.22	5%	
Name	$ 2.31	NA	NA	3/1/2024	12/31/2024	$ 1.00	0%	Not Applicable
Job Title	$ 2.43	NA	NA	1/1/2025	12/31/2025	$ 1.05	5%	
Role	$ 2.55	NA	NA	1/1/2026	12/31/2026	$ 1.10	5%	
	$ 2.67	NA	NA	1/1/2027	12/31/2027	$ 1.16	5%	
	$ 2.81	NA	NA	1/1/2028	12/31/2028	$ 1.22	5%	
Name	$ 2.31	NA	NA	3/1/2024	12/31/2024	$ 1.00	0%	Not Applicable
Job Title	$ 2.43	NA	NA	1/1/2025	12/31/2025	$ 1.05	5%	
Role	$ 2.55	NA	NA	1/1/2026	12/31/2026	$ 1.10	5%	
	$ 2.67	NA	NA	1/1/2027	12/31/2027	$ 1.16	5%	
	$ 2.81	NA	NA	1/1/2028	12/31/2028	$ 1.22	5%	
Name	$ 2.31	NA	NA	3/1/2024	12/31/2024	$ 1.00	0%	Not Applicable
Job Title	$ 2.43	NA	NA	1/1/2025	12/31/2025	$ 1.05	5%	
Role	$ 2.55	NA	NA	1/1/2026	12/31/2026	$ 1.10	5%	
	$ 2.67	NA	NA	1/1/2027	12/31/2027	$ 1.16	5%	
	$ 2.81	NA	NA	1/1/2028	12/31/2028	$ 1.22	5%	
Name	$ 2.31	NA	NA	3/1/2024	12/31/2024	$ 1.00	0%	Not Applicable
Job Title	$ 2.43	NA	NA	1/1/2025	12/31/2025	$ 1.05	5%	
Role	$ 2.55	NA	NA	1/1/2026	12/31/2026	$ 1.10	5%	
	$ 2.67	NA	NA	1/1/2027	12/31/2027	$ 1.16	5%	
	$ 2.81	NA	NA	1/1/2028	12/31/2028	$ 1.22	5%	

Name	$ 2.31	NA	NA	3/1/2024	12/31/2024	$ 1.00	0%	Not Applicable
Job Title	$ 2.43	NA	NA	1/1/2025	12/31/2025	$ 1.05	5%	
Role	$ 2.55	NA	NA	1/1/2026	12/31/2026	$ 1.10	5%	
	$ 2.67	NA	NA	1/1/2027	12/31/2027	$ 1.16	5%	
	$ 2.81	NA	NA	1/1/2028	12/31/2028	$ 1.22	5%	
Name	$ 2.31	NA	NA	3/1/2024	12/31/2024	$ 1.00	0%	Not Applicable
Job Title	$ 2.43	NA	NA	1/1/2025	12/31/2025	$ 1.05	5%	
Role	$ 2.55	NA	NA	1/1/2026	12/31/2026	$ 1.10	5%	
	$ 2.67	NA	NA	1/1/2027	12/31/2027	$ 1.16	5%	
	$ 2.81	NA	NA	1/1/2028	12/31/2028	$ 1.22	5%	
Name	$ 2.31	NA	NA	3/1/2024	12/31/2024	$ 1.00	0%	34.00 - 40.00
Job Title	$ 2.43	NA	NA	1/1/2025	12/31/2025	$ 1.05	5%	35.70 - 42.00
Role	$ 2.55	NA	NA	1/1/2026	12/31/2026	$ 1.10	5%	37.49 - 44.10
	$ 2.67	NA	NA	1/1/2027	12/31/2027	$ 1.16	5%	39.36 - 46.31
	$ 2.81	NA	NA	1/1/2028	12/31/2028	$ 1.22	5%	41.33 - 48.62
Name	$ 2.31	NA	NA	3/1/2024	12/31/2025	$ 1.00	0%	75.00 - 80.00
Job Title	$ 2.43	NA	NA	1/1/2026	12/31/2026	$ 1.05	5%	78.75 - 84.00
Role	$ 2.55	NA	NA	1/1/2027	12/31/2027	$ 1.10	5%	82.69 - 88.20
	$ 2.67	NA	NA	1/1/2028	12/31/2028	$ 1.16	5%	86.82 - 92.61
	$ 2.81	NA	NA	1/1/2028	12/31/2028	$ 1.22	5%	91.16 - 97.24
Name	$ 2.31	NA	NA	3/1/2024	12/31/2024	$ 1.00	0%	64.00 - 72.00
Job Title	$ 2.43	NA	NA	1/1/2025	12/31/2025	$ 1.05	5%	67.20 - 75.60
Role	$ 2.55	NA	NA	1/1/2026	12/31/2026	$ 1.10	5%	70.56 - 79.38
	$ 2.67	NA	NA	1/1/2027	12/31/2027	$ 1.16	5%	74.09 - 83.35
	$ 2.81	NA	NA	1/1/2028	12/31/2028	$ 1.22	5%	77.79 - 87.52
Name	$ 2.31	NA	NA	3/1/2024	12/31/2024	$ 1.00	0%	45.00 - 55.00
Job Title	$ 2.43	NA	NA	1/1/2025	12/31/2025	$ 1.05	5%	47.25 - 57.75
Role	$ 2.55	NA	NA	1/1/2026	12/31/2026	$ 1.10	5%	49.61 - 60.64
	$ 2.67	NA	NA	1/1/2027	12/31/2027	$ 1.16	5%	52.09 - 63.67
	$ 2.81	NA	NA	1/1/2028	12/31/2028	$ 1.22	5%	54.70 - 66.85

NOTES:

1. Key personnel must be marked with an asterisk (*) and employees that are subject to prevailing wage requirements must be marked with two asterisks (**). All costs must comply with the Federal cost principles. Subconsultants will provide their own cost proposals.
2. The cost proposal format shall not be amended.
3. Billing rate = actual hourly rate * (1+ ICR) * (1+ Fee). Indirect cost rates shall be updated on an annual basis in accordance with the consultant's annual accounting period and established by a cognizant agency or accepted by Caltrans. All costs must comply with the Federal cost principles for reimbursement.
4. For named employees and key personnel enter the actual hourly rate. For classifications only, enter the Average Hourly Rate for that classification.

COST PROPOSAL Page 2 of 3

SPECIFIC RATE OF COMPENSATION (USE FOR ON-CALL OR AS-NEEDED CONTRACTS)
(CONSTRUCTION ENGINEERING AND INSPECTION CONTRACTS)

Consultant Earthview Science ☐ Prime Consultant ☒ Subconsultant

Project No. Plumas County On-Call Contract No. _____ Date 3/25/2024

SCHEDULE OF OTHER DIRECT COST ITEMS (Add additional pages as necessary)				
Description of Item	**Quantity**	**Unit**	**Unit Cost**	**Total**
Mileage Costs	1	Mile	Federal Rate	$TBD
Per Diem	1	Day	CT Travel Guide	$TBD
Reproduction	1	Ea	At Cost	$TBD
Delivery	1	Ea	At Cost	$TBD
Subconsultant 1:				$TBD
Subconsultant 2:				$TBD
Subconsultant 3:				$TBD

Note: Add additional pages if necessary.

NOTES:

1. List other direct cost items with estimated costs. These costs should be competitive in their respective industries and supported with appropriate documentation.
2. Proposed ODC items should be consistently billed regardless of client and contract type.
3. Items when incurred for the same purpose, in like circumstance, should not be included in any indirect cost pool or in the overhead rate.
4. Items such as special tooling, will be reimbursed at actual cost with supporting documentation (invoice).
5. Items listed above that would be considered "tools of the trade" are not reimbursable as other direct cost.
6. Travel costs should be pre-approved by the contracting agency and shall not exceed current State Department of Personnel Administration rules.
7. If mileage is claimed, the rate should be properly supported by the consultant's calculation of their actual costs for company vehicles. In addition, the miles claimed should be supported by mileage logs.
8. If a consultant proposes rental costs for a vehicle, the company must demonstrate that this is its standard procedure for all of their contracts and that they do not own any vehicles that could be used for the same purpose.
9. The cost proposal format shall not be amended. All costs must comply with the Federal cost principles.
10. Add additional pages if necessary.
11. Subconsultants must provide their own cost proposals.

COST PROPOSAL - Page 1 of 3

SPECIFIC RATE OF COMPENSATION (USE FOR ON-CALL OR AS-NEEDED CONTRACTS)
(NON- PREVAILING WAGE CONSTRUCTION ENGINEERING AND INSPECTION CONTRACTS)

Consultant JRP Historical Consulting, LLC ☐ Prime Consultant ☒ Subconsultant ☐ 2nd Tier Subconsultant

Project No. Plumas County DPW On-Call Env. Services Contract No. _____ Participation Amount $ N/A Date 4/2/2024

For Combined Rate

Fringe Benefit % + General &Administrative % = Combined ICR %

OR

For Home Office Rate

Fringe Benefit 60.10% + General &Administrative 57.91% = Home Office ICR 118.01%

For Field Office Rate

Fringe Benefit + General &Administrative = Field Office ICR 0.00%

Fee = 12%

BILLING INFORMATION

CALCULATION INFORMATION

Name/Job Title/Classification[1]	Hourly Billing Rates[2] Straight[3]	To(1.5x)	To(2x)	Effective date of hourly rate From	To	Actual or Avg. hourly rate[4]	% or $ increase	Hourly range – for Classification only
Meta Bunse*	$ 203.96	NA	NA	3/1/2024	12/31/2024	$ 83.53	0%	Not Applicable
Principal Architectural Historian	$ 214.15	NA	NA	1/1/2025	12/31/2025	$ 87.71	5%	
	$ 224.86	NA	NA	1/1/2026	12/31/2026	$ 92.09	5%	
	$ 236.10	NA	NA	1/1/2027	12/31/2027	$ 96.70	5%	
	$ 247.91	NA	NA	1/1/2028	12/31/2028	$ 101.53	5%	
Christopher McMorris*	$ 198.95	NA	NA	3/1/2024	12/31/2024	$ 81.48	0%	Not Applicable
Principal Architectural Historian	$ 208.90	NA	NA	1/1/2025	12/31/2025	$ 85.55	5%	
	$ 219.34	NA	NA	1/1/2026	12/31/2026	$ 89.83	5%	
	$ 230.31	NA	NA	1/1/2027	12/31/2027	$ 94.32	5%	
	$ 241.83	NA	NA	1/1/2028	12/31/2028	$ 99.04	5%	
Bryan Larson*	$ 187.94	NA	NA	3/1/2024	12/31/2024	$ 76.97	0%	Not Applicable
Principal Architectural Historian	$ 197.34	NA	NA	1/1/2025	12/31/2025	$ 80.82	5%	
	$ 207.20	NA	NA	1/1/2026	12/31/2026	$ 84.86	5%	
	$ 217.56	NA	NA	1/1/2027	12/31/2027	$ 89.10	5%	
	$ 228.44	NA	NA	1/1/2028	12/31/2028	$ 93.56	5%	

Scott Miltenberger Principal Architectural Historian	$ 180.61	NA	NA	3/1/2024	12/31/2024	$ 73.97	0%	Not Applicable
	$ 189.64	NA	NA	1/1/2025	12/31/2025	$ 77.67	5%	
	$ 199.13	NA	NA	1/1/2026	12/31/2026	$ 81.55	5%	
	$ 209.08	NA	NA	1/1/2027	12/31/2027	$ 85.63	5%	
	$ 219.54	NA	NA	1/1/2028	12/31/2028	$ 89.91	5%	
Senior Historian / Architectural Historian II*	$ 131.85	$ 197.78	$ 263.70	3/1/2024	12/31/2024	$ 54.00	0%	48.00 - 60.00
	$ 138.45	$ 207.67	$ 276.89	1/1/2025	12/31/2025	$ 56.70	5%	50.40 - 63.00
	$ 145.37	$ 218.05	$ 290.73	1/1/2026	12/31/2026	$ 59.54	5%	52.92 - 66.15
	$ 152.64	$ 228.95	$ 305.27	1/1/2027	12/31/2027	$ 62.51	5%	55.57 - 69.46
	$ 160.27	$ 240.40	$ 320.53	1/1/2028	12/31/2028	$ 65.64	5%	58.34 - 72.93
Senior Historian / Architectural Historian I*	$ 114.76	$ 172.14	$ 229.52	3/1/2024	12/31/2025	$ 47.00	0%	39.00 - 55.00
	$ 120.50	$ 180.75	$ 241.00	1/1/2026	12/31/2026	$ 49.35	5%	40.95 - 57.75
	$ 126.52	$ 189.79	$ 253.05	1/1/2027	12/31/2027	$ 51.82	5%	43.00 - 60.64
	$ 132.85	$ 199.27	$ 265.70	1/1/2028	12/31/2028	$ 54.41	5%	45.15 - 63.67
	$ 139.49	$ 209.24	$ 278.98	1/1/2028	12/31/2028	$ 57.13	5%	47.40 - 66.85
Historian / Architectural Historian III*	$ 107.44	$ 161.15	$ 214.87	3/1/2024	12/31/2024	$ 44.00	0%	37.00 - 51.00
	$ 112.81	$ 169.21	$ 225.61	1/1/2025	12/31/2025	$ 46.20	5%	38.85 - 53.55
	$ 118.45	$ 177.67	$ 236.89	1/1/2026	12/31/2026	$ 48.51	5%	40.79 - 56.23
	$ 124.37	$ 186.55	$ 248.74	1/1/2027	12/31/2027	$ 50.94	5%	42.83 - 59.04
	$ 130.59	$ 195.88	$ 261.18	1/1/2028	12/31/2028	$ 53.48	5%	44.97 - 61.99
Historian / Architectural Historian II*	$ 85.46	$ 128.19	$ 170.92	3/1/2024	12/31/2024	$ 35.00	0%	30.00 - 40.00
	$ 89.73	$ 134.60	$ 179.47	1/1/2025	12/31/2025	$ 36.75	5%	31.50 - 42.00
	$ 94.22	$ 141.33	$ 188.44	1/1/2026	12/31/2026	$ 38.59	5%	33.08 - 44.10
	$ 98.93	$ 148.40	$ 197.86	1/1/2027	12/31/2027	$ 40.52	5%	34.73 - 46.31
	$ 103.88	$ 155.82	$ 207.75	1/1/2028	12/31/2028	$ 42.54	5%	36.47 - 48.62
Contracts Manager*	$ 87.90	$ 131.85	$ 175.80	3/1/2024	12/31/2024	$ 36.00	0%	30.00 - 42.00
	$ 92.30	$ 138.45	$ 184.59	1/1/2025	12/31/2025	$ 37.80	5%	31.50 - 44.10
	$ 96.91	$ 145.37	$ 193.82	1/1/2026	12/31/2026	$ 39.69	5%	33.08 - 46.31
	$ 101.76	$ 152.64	$ 203.51	1/1/2027	12/31/2027	$ 41.67	5%	34.73 - 48.62
	$ 106.84	$ 160.27	$ 213.69	1/1/2028	12/31/2028	$ 43.76	5%	36.47 - 51.05
Graphics / GIS Technician*	$ 80.58	$ 120.86	$ 161.15	3/1/2024	12/31/2025	$ 33.00	0%	26.00 - 40.00
	$ 84.61	$ 126.91	$ 169.21	1/1/2026	12/31/2026	$ 34.65	5%	27.30 - 42.00
	$ 88.84	$ 133.25	$ 177.67	1/1/2027	12/31/2027	$ 36.38	5%	28.67 - 44.10
	$ 93.28	$ 139.92	$ 186.55	1/1/2028	12/31/2028	$ 38.20	5%	30.10 - 46.31
	$ 97.94	$ 146.91	$ 195.88	1/1/2028	12/31/2028	$ 40.11	5%	31.60 - 48.62
Historian / Architectural Historian I*	$ 78.13	$ 117.20	$ 156.27	3/1/2024	12/31/2024	$ 32.00	0%	29.00 - 35.00
	$ 82.04	$ 123.06	$ 164.08	1/1/2025	12/31/2025	$ 33.60	5%	30.45 - 36.75
	$ 86.14	$ 129.22	$ 172.29	1/1/2026	12/31/2026	$ 35.28	5%	31.97 - 38.59
	$ 90.45	$ 135.68	$ 180.90	1/1/2027	12/31/2027	$ 37.04	5%	33.57 - 40.52
	$ 94.97	$ 142.46	$ 189.95	1/1/2028	12/31/2028	$ 38.90	5%	35.25 - 42.54
Assistant Contracts Manager*	$ 70.81	$ 106.21	$ 141.62	3/1/2024	12/31/2024	$ 29.00	0%	26.00 - 32.00
	$ 74.35	$ 111.53	$ 148.70	1/1/2025	12/31/2025	$ 30.45	5%	27.30 - 33.60
	$ 78.07	$ 117.10	$ 156.14	1/1/2026	12/31/2026	$ 31.97	5%	28.67 - 35.28
	$ 81.97	$ 122.96	$ 163.94	1/1/2027	12/31/2027	$ 33.57	5%	30.10 - 37.04

	$ 86.07	$ 129.10	$ 172.14	1/1/2028	12/31/2028	$ 35.25	5%	31.60 -	38.90
Research Assistant III*	$ 70.81	$ 106.21	$ 141.62	3/1/2024	12/31/2024	$ 29.00	0%	26.00 -	32.00
	$ 74.35	$ 111.53	$ 148.70	1/1/2025	12/31/2025	$ 30.45	5%	27.30 -	33.60
	$ 78.07	$ 117.10	$ 156.14	1/1/2026	12/31/2026	$ 31.97	5%	28.67 -	35.28
	$ 81.97	$ 122.96	$ 163.94	1/1/2027	12/31/2027	$ 33.57	5%	30.10 -	37.04
	$ 86.07	$ 129.10	$ 172.14	1/1/2028	12/31/2028	$ 35.25	5%	31.60 -	38.90
Research Assistant II*	$ 61.04	$ 91.56	$ 122.09	3/1/2024	12/31/2025	$ 25.00	0%	23.00 -	27.00
	$ 64.09	$ 96.14	$ 128.19	1/1/2026	12/31/2026	$ 26.25	5%	24.15 -	28.35
	$ 67.30	$ 100.95	$ 134.60	1/1/2027	12/31/2027	$ 27.56	5%	25.36 -	29.77
	$ 70.66	$ 106.00	$ 141.33	1/1/2028	12/31/2028	$ 28.94	5%	26.63 -	31.26
	$ 74.20	$ 111.30	$ 148.40	1/1/2028	12/31/2028	$ 30.39	5%	27.96 -	32.82
Research Assistant I*	$ 53.72	$ 80.58	$ 107.44	3/1/2024	12/31/2024	$ 22.00	0%	19.00 -	25.00
	$ 56.40	$ 84.61	$ 112.81	1/1/2025	12/31/2025	$ 23.10	5%	19.95 -	26.25
	$ 59.22	$ 88.84	$ 118.45	1/1/2026	12/31/2026	$ 24.26	5%	20.95 -	27.56
	$ 62.18	$ 93.28	$ 124.37	1/1/2027	12/31/2027	$ 25.47	5%	21.99 -	28.94
	$ 65.29	$ 97.94	$ 130.59	1/1/2028	12/31/2028	$ 26.74	5%	23.09 -	30.39
Intern Research Assistant	$ 48.83	$ 73.25	$ 97.67	3/1/2024	12/31/2024	$ 20.00	0%	18.00 -	22.00
	$ 51.28	$ 76.91	$ 102.55	1/1/2025	12/31/2025	$ 21.00	5%	18.90 -	23.10
	$ 53.84	$ 80.76	$ 107.68	1/1/2026	12/31/2026	$ 22.05	5%	19.85 -	24.26
	$ 56.53	$ 84.80	$ 113.06	1/1/2027	12/31/2027	$ 23.15	5%	20.84 -	25.47
	$ 59.36	$ 89.04	$ 118.72	1/1/2028	12/31/2028	$ 24.31	5%	21.88 -	26.74

NOTES:

1. Key personnel must be marked with an asterisk (*) and employees that are subject to prevailing wage requirements must be marked with two asterisks (**). All costs must comply with the Federal cost principles. Subconsultants will provide their own cost proposals.
2. The cost proposal format shall not be amended.
3. Billing rate = actual hourly rate * (1+ ICR) * (1+ Fee). Indirect cost rates shall be updated on an annual basis in accordance with the consultant's annual accounting period and established by a cognizant agency or accepted by Caltrans. All costs must comply with the Federal cost principles for reimbursement.
4. For named employees and key personnel enter the actual hourly rate. For classifications only, enter the Average Hourly Rate for that classification.

COST PROPOSAL Page 2 of 3

SPECIFIC RATE OF COMPENSATION (USE FOR ON-CALL OR AS-NEEDED CONTRACTS)
(CONSTRUCTION ENGINEERING AND INSPECTION CONTRACTS)

Consultant JRP Historical Consulting, LLC ☐ Prime Consultant ☒ Subconsultant

Project No. Plumas County On-Call Contract No. _____ Date 3/25/2024

SCHEDULE OF OTHER DIRECT COST ITEMS (Add additional pages as necessary)				
Description of Item	**Quantity**	**Unit**	**Unit Cost**	**Total**
Mileage Costs	1	Mile	Federal Rate	$TBD
Per Diem	1	Day	CT Travel Guide	$TBD
Parking / Tolls	1	Ea	At Cost	$TBD
Research Fees	1	Ea	At Cost	$TBD
Equipment Rental and Supplies	1	Ea	At Cost	$TBD
Reproduction	1	Ea	At Cost	$TBD
Delivery	1	Ea	At Cost	$TBD
Subconsultant 1:				$TBD
Subconsultant 2:				$TBD
Subconsultant 3:				$TBD

Note: Add additional pages if necessary.

NOTES:

1. List other direct cost items with estimated costs. These costs should be competitive in their respective industries and supported with appropriate documentation.
2. Proposed ODC items should be consistently billed regardless of client and contract type.
3. Items when incurred for the same purpose, in like circumstance, should not be included in any indirect cost pool or in the overhead rate.
4. Items such as special tooling, will be reimbursed at actual cost with supporting documentation (invoice).
5. Items listed above that would be considered "tools of the trade" are not reimbursable as other direct cost.
6. Travel costs should be pre-approved by the contracting agency and shall not exceed current State Department of Personnel Administration rules.
7. If mileage is claimed, the rate should be properly supported by the consultant's calculation of their actual costs for company vehicles. In addition, the miles claimed should be supported by mileage logs.
8. If a consultant proposes rental costs for a vehicle, the company must demonstrate that this is its standard procedure for all of their contracts and that they do not own any vehicles that could be used for the same purpose.
9. The cost proposal format shall not be amended. All costs must comply with the Federal cost principles.
10. Add additional pages if necessary.
11. Subconsultants must provide their own cost proposals.

TASK ORDER No. 1
to the
PROFESSIONAL SERVICES AGREEMENT

On-Call Environmental/CEQA & NEPA Services
for the
Quincy Junction Road Safety Improvement Project

The May 14, 2024, PROFESSIONAL SERVICES AGREEMENT, by and between the COUNTY OF PLUMAS ("County") and Stantec Consulting Services, Inc., a California Corporation ("Consultant"), is hereby amended as follows:

Project Background

The Federal Highway Administration, Central Federal Lands Highway Division (FHWA-CFLHD), in cooperation with Plumas County, is proposing pavement improvements and widening of one mile of Quincy Junction Road from Bell Lane to Chandler Road near the town of Quincy in Plumas County, California. The existing roadway typical section has a paved width of 22 feet (two 11-foot lanes and no shoulders). The proposed roadway improvements would widen the paved width to 30 feet to add roadway shoulders (two 11-foot lanes and 4-foot shoulders).

The project is federally funded through the Federal Lands Access Program (FLAP), with financing allocated from the Federal Highway Trust Fund. FHWA-CFLHD will be completing environmental studies and preparing National Environmental Policy Act (NEPA) documentation for the project. This task order is to assist the County with preparing California Environmental Quality Act (CEQA) documentation for the project.

Scope of Work

The Scope of Work shall consist of preparation of required California Environmental Quality Act documentation identified in the Scope of Work, which is attached hereto as Exhibit "A".

Compensation

Consultant shall be paid in accordance with the Fee Schedule, which is attached hereto as Exhibit "B" and incorporated herein by this reference. The cost is Thirty-Six Thousand Seven Hundred Ninety-Nine Dollars and Ninety-Eight Cents ($36,799.98)

Consultant shall submit an invoice to County no more frequently than each calendar month, and County shall issue payment to Consultant within thirty (30) days of County's receipt of an undisputed invoice. Each invoice must specify the hours worked, services purchased from sub-consultants, or other expenses incurred consistent with the Scope of Work.

Publicworks

MW Consultants Initials

County Initials

Project Schedule.

The Consultant shall complete the work, set forth above in the Project Schedule which is attached hereto as Exhibit "C".

Term. The term of this Agreement commences on execution and shall remain in effect through June 30, 2025, unless terminated earlier pursuant to this Agreement.

Other Contract Provisions.

All other contract provisions set forth in the May 14, 2024, Professional Services Agreement first referenced above remain unchanged.

IN WITNESS WHEREOF, the parties hereto have caused this Task Order No. 1 to be executed by and through their respective authorized officers, as of the date first above written.

CONTRACTOR:

Stantec Consulting Services Inc.

By: Lanning, Wirt Digitally signed by Lanning, Wirt
Name: Wirt Lanning Date: 2024.11.07 10:50:13 -08'00'
Title: Senior Principal
Date signed:

By: Wuesteh ube, Mark Digitally signed by Wuestehube, Mark
Name: Mark Wuestehube Date: 2024.11.07 10:45:30 -08'00'
Title: Principal
Date signed:

COUNTY:

County of Plumas, a political subdivision of the State of California

By:
Greg Hagwood, Chair
Board of Supervisors
Date signed: 11/05/2024

ATTEST:

By:
Allen Hiskey
Clerk of the Board of Supervisors
Date signed: 11/05/2024

Approved as to form:

Joshua Brechtel, Attorney
County Counsel's Office

Taxpayer ID Number – 11-2167170

Attachments: Exhibit A - Scope of Work
Exhibit B - Fee Schedule
Exhibit C - Project Schedule

MW Consultants Initials

County Initials

PLUMAS COUNTY PUBLIC WORKS DEPARTMENT
CA FLAP PLU 406(1) Quincy Junction Road Project
Environmental Services Support
September 11, 2024

EXHIBIT A
Scope of Work

Plumas County Department of Public Works (County), under an existing on-call agreement with Stantec Consulting Services Inc. (Stantec), is requesting environmental services support for the CA FLAP PLU 406(1) Quincy Junction Road Project.

The Federal Highway Administration, Central Federal Lands Highway Division (FHWA-CFLHD), in cooperation with Plumas County, is proposing pavement improvements and widening of one mile of Quincy Junction Road from Bell Lane to Chandler Road near the town of Quincy in Plumas County, California. The existing roadway typical section has a paved width of 22 feet (two 11-foot lanes and no shoulders). The proposed roadway improvements would widen the paved width to 30 feet to add roadway shoulders (two 11-foot lanes and 4-foot shoulders).

The project is federally funded through the Federal Lands Access Program (FLAP), with financing allocated from the Federal Highway Trust Fund. FHWA-CFLHD will be completing environmental studies and preparing National Environmental Policy Act (NEPA) documentation for the project. This task order is to assist the County with preparing California Environmental Quality Act (CEQA) documentation for the project.

Task 1: Prepare CEQA Documentation

Based on the assumption that there are no significant, unmitigable environmental impacts or significant public controversy associated with the project, CEQA documentation will be an Initial Study/Mitigated Negative Declaration (IS/MND). It is assumed that the environmental studies, technical reports, project description, and NEPA documentation prepared by FHWA-CFLHD will be provided to Stantec prior to completion of the IS/MND. This task does not include any environmental studies prepared by Stantec.

Stantec will assist the County in preparing the IS/MND by completing the following:

1. **Project Management**: This includes, but is not limited to, managing internal kick-off, staffing, delivery schedule, quality control reviews of deliverables, and communications and coordination with County staff.

2. **Prepare Administrative Draft IS/MND**: Stantec will prepare an Administrative Draft IS/MND using the environmental checklist form included as Appendix G of the 2024 CEQA Guidelines (or other format preferred by the County). The document will be prepared in a narrative format that describes the environmental setting for the study area, summarizes the results of the technical studies prepared by CFHLD (e.g., cultural resources, biological resources, aquatic resources, hazardous materials), identifies potential impacts resulting from the proposed project, and recommends mitigation measures (as appropriate). Each issue area covered in the environmental checklist (Appendix G) will be evaluated at a suitable level of detail to address the potential impacts of the proposed project. An administrative draft IS/MND will be submitted to the County for review.



3. **Prepare Draft Initial Study and Notice of Intent to Adopt a Mitigated Negative Declaration**: After the County completes the review of the Administrative Draft IS/MND, Stantec will address comments and prepare a public draft IS/MND. Stantec will also prepare a Notice of Intent to Adopt a Mitigated Negative Declaration (NOI). Stantec will compile the NOI together with the public draft IS/MND. A screen-check copy of the IS/MND and NOI will be submitted to the County for approval prior to distribution to the public. Stantec will also complete the Notice of Completion (NOC) form on behalf of the County. It is assumed that the County will submit the documents to the State Clearinghouse using the County's CEQA Submit account. It is also assumed that Stantec's attendance at any public meetings will not be required.

4. **Prepare Final Initial Study/Mitigated Negative Declaration**: After the close of the public comment period and assuming comments warranting substantial revision or recirculation of the IS/MND are not received, Stantec will review the public and agency comments with the County, compile and number all substantive comments, and provide written responses for each comment provided (note: cost estimate assumes no more than 16 hours of technical staff time to respond to comments). Stantec will provide the County with a draft set of responses to comments for review and approval. The draft IS/MND will become the final IS/MND and the final written responses to comments will be included as an appendix.

   Stantec will prepare a Mitigation Monitoring and Reporting Plan (MMRP) that summarizes all of the project mitigation measures, the responsible parties for implementing each measure, and the timing for each measure. The MMRP will be appended to the final IS/MND.

   It is assumed that the County will coordinate adoption of the final IS/MND and that Stantec's attendance at the Board of Supervisors' meeting will not be required. Stantec will prepare a Notice of Determination (NOD) for the County to submit to the State Clearinghouse using the County's CEQA Submit account. The County will be responsible for payment of all filing fees.

   Deliverables: Electronic copies (Word.doc, PDF) of the administrative draft IS/MND, public draft IS/MND, NOI, NOC, and MMRP; and final IS/MND and NOD.
   Meeting(s): Not applicable

EXHIBIT B
Fee Schedule

Task 1 (Prepare CEQA Documentation), as outlined in Exhibit A, will be completed on a time-and-materials basis. The total estimated cost is Thirty Six Thousand Seven Hundred Ninety Nine Dollars and Ninety Eight Cents ($36,799.98). A line item cost breakdown showing labor hours and hourly rates is provided in the attached cost spreadsheet.

Stantec

CA FLAP PLU 406(1) Quincy Junction Road Project
Cost Proposal - Labor Hour Worksheet

Professional Environmental Consulting Services

	Billing Level	15	14	12	12	12	11	10	9	9	8	7				
Task	Task Description	Senior Principal (Lanning)	Principal (Wuestehube)	Associate Planner (MacGregor)	Associate II (Tech Editor Staff)	Associate II	Associate II (Cultums)	Associate I (Mooney)	Staff III (Keller)	Staff III	Staff II	Staff I	Total Hours			
		$ 83.65	$ 72.85	$ 56.89	$ 56.89	$ 54.83	$ 47.12	$ 42.73	$ 37.37	$ 40.04	$ 29.64	$ 22.89				
1a	Project Management	4	16	8					8				36	$ 2,288	$ 3,648	$ 6,648
1b	Admin Draft IS/MND	2	12	12	12		60	24					122	$ 6,314	$ 10,069	$ 16,349
1c	Public Draft IS/MND, NOI, and NOC	1	8	8	4		24	4					49	$ 2,680	$ 4,274	$ 7,788
1d	Final IS/MND and NOD	1	4	4	2		12	2					25	$ 1,382	$ 2,204	$ 4,015
													0	$ -	$ -	$ -
													0	$ -	$ -	$ -
													0	$ -	$ -	$ -
													0	$ -	$ -	$ -
															$ -	$ -
	Total Hours	8	40	32	18	0	96	30	8	0	0	0	232	$ 12,663	$ 20,194	$36,799.88
														ODC/Subcontractors		$ -
																$36,799.88

EXHIBIT C
Project Schedule

Stantec will initiate work on the tasks identified in this scope of work following notice-to-proceed and receipt of a stable project description. Completion of the draft IS/MND will be dependent on timing for receipt of the environmental studies/technical reports and NEPA documentation prepared by FHWA-CFLHD. Stantec estimates that the draft IS/MND will be available 8 weeks after receipt of notice to proceed (assuming FHWA-CFLHD documents received within 4 weeks after receipt of notice to proceed). Stantec estimates that final deliverables will be available within 2 weeks of receipt of County comments on draft deliverables.

TASK ORDER NO. 2
to the
PROFESSIONAL SERVICES AGREEMENT

On-Call Environmental/CEQA & NEPA Services
for the
Graeagle-Johnsville Road Rehabilitation Project

The May 14, 2024, PROFESSIONAL SERVICES AGREEMENT, by and between the COUNTY OF PLUMAS ("County") and Stantec Consulting Services, Inc., a California Corporation ("Consultant"), is hereby amended as follows:

Project Background

The County, in coordination with the California Department of Transportation (Caltrans) and Federal Highway Administration (FHWA), proposes to rehabilitate Graeagle-Johnsville Road from post mile (PM) 1.82 to PM 5.15 in Plumas County, California. The project is in Caltrans District 2 and the Federal Aid Number is RPSTPL-5909(116). The project is on lands managed by the Plumas National Forest (PNF) (PM 1.82–2.85) and Plumas-Eureka State Park (PM 2.85–5.15). The project is federally funded through the federalized State Transportation Improvement Program: Regional Improvement Program (RPSTPL), which is administered by Caltrans. The study area for the project is approximately 39.56 acres.

Scope of Work

The Scope of Work shall consist of preparation of an Initial Site Assessment (ISA) Checklist. identified in the Scope of Work, which is attached hereto as Exhibit "A".

Compensation

Consultant shall be paid in accordance with the Fee Schedule, which is attached hereto as Exhibit "B" and incorporated herein by this reference. The cost is Ten Thousand Eighty-Five Dollars and Seventy-Nine Cents ($10,085.79).

Consultant shall submit an invoice to the County no more frequently than each calendar month, and County shall issue payment to Consultant within thirty (30) days of County's receipt of an undisputed invoice. Each invoice must specify the hours worked, services purchased from sub-consultants, or other expenses incurred consistent with the Scope of Work.

Project Schedule

The Consultant shall complete the work, set forth above in the Project Schedule which is attached hereto as Exhibit "C".

Term

The term of this Agreement commences November 1, 2024, and shall remain in effect through June 30, 2025, unless terminated earlier pursuant to this Agreement. County's Board of

WL
_____Consultants Initials

RWT County Initials

Publicworks

Supervisors hereby ratifies, and approves for payment, services provided by Contractor from November 1, 2024, to the date of approval of this Agreement by the Board of Supervisors.

Other Contract Provisions.

All other contract provisions set forth in the May 14, 2024, Professional Services Agreement first referenced above remain unchanged.

IN WITNESS WHEREOF, the parties hereto have caused this Task Order No. 2 to be executed by and through their respective authorized officers, as of the date first above written.

CONTRACTOR:

Stantec Consulting Services Inc.

By: _____
Name: Wirt Lanning
Title: Senior Principal
Date signed: 11/22/2024

By: _____
Name: Mark Wuestehube
Title: Principal
Date signed: 11/18/24

COUNTY:

County of Plumas, a political subdivision of the State of California

By: _____
Greg Hagwood, Chair
Board of Supervisors
Date signed: 03DEC2024

ATTEST:

By: _____
Allen Hiskey
Clerk of the Board of Supervisors
Date signed: 03DEC2024

Approved as to form:
_____
Craig Settlemire
Counsel

Taxpayer ID Number – 11-2167170

Attachments: Exhibit A - Scope of Work
Exhibit B - Fee Schedule
Exhibit C - Project Schedule

WL
_____Consultants Initials

RWT County Initials

PLUMAS COUNTY PUBLIC WORKS DEPARTMENT
Graeagle-Johnsville Road Rehabilitation Project
Environmental Services Support
November 6, 2024

EXHIBIT A
Scope of Work

Plumas County Department of Public Works (County), under an existing on-call agreement with Stantec Consulting Services Inc. (Stantec), is requesting environmental services support for the Graeagle-Johnsville Road Rehabilitation Project (project).

The County, in coordination with the California Department of Transportation (Caltrans) and Federal Highway Administration (FHWA), proposes to rehabilitate Graeagle-Johnsville Road from post mile (PM) 1.82 to PM 5.15 in Plumas County, California. The project is in Caltrans District 2 and the Federal Aid Number is RPSTPL-5909(116). The project is on lands managed by the Plumas National Forest (PNF) (PM 1.82–2.85) and Plumas-Eureka State Park (PM 2.85–5.15). The project is federally funded through the federalized State Transportation Improvement Program: Regional Improvement Program (RPSTPL), which is administered by Caltrans. The study area for the project is approximately 39.56 acres.

Task 1: Prepare Initial Site Assessment (ISA) Checklist

Stantec will assist the County in preparing the ISA Checklist by completing the following:

1. **Project Management**: This includes, but is not limited to, managing internal kick-off, staffing, delivery schedule, quality control reviews of deliverables, and communications and coordination with County staff.

2. **Prepare ISA Checklist**: Based on the comment from Ms. Kiara Cuerpo-Hadsall of Caltrans, Stantec will prepare an Initial Site Assessment Technical Memorandum to identify historical mining operations. This will include the completion of the ISA Checklist (attached). Stantec will review an environmental database, historical aerial photographs and historical topographic maps to determine if hazardous materials are suspected in the site location. Due to the rushed timeline and the concern of historical activities on the project site, Stantec is not proposing a site visit at this time, and this portion of the ISA checklist will not be completed.

3. **Deliverables:** Electronic copies (PDF) of the ISA Checklist and associated attachments.

4. **Meeting(s):** Not applicable

EXHIBIT B
Fee Schedule

Task 1 (Prepare ISA Checklist), as outlined in Exhibit A, will be completed on a time-and-materials basis. The total estimated cost is Ten Thousand Eighty Five Dollars and Seventy Nine Cents ($10,085.79). A line item cost breakdown showing labor hours and hourly rates is provided in the attached cost spreadsheet.



Stantec

Graeagle-Johnsville Road Rehabilitation Project
Cost Proposal - Labor Hour Worksheet

Professional Environmental Consulting Services

Billing Level

Task	Task Description		Principal (Wuestehube)	Principal (Doran)	Senior Associate I (Stout)	Associate III (Ackerman)	Associate III (GIS) (Glendening)	Administrative Assistant (Kelly)	Administrative Assistant (Hargrave)	Staff II (Keller)			Total Hours			
			$ 73.90	$ 80.71	$ 64.91	$ 58.20	$ 51.21	$ 32.59	$ 31.20	$ 37.87						
1a	*Project Management*		4	8	2			1		1			16	$ 1,141	$ 1,820	$ 3,316
1b	*ISA Checklist*			2	16	2	4	1	4	1			30	$ 1,717	$ 2,739	$ 4,991
1c	*Report Revisions*			1	4	1							6	$ 399	$ 636	$ 1,158
													0	$ -	$ -	$ -
													0	$ -	$ -	$ -
													0	$ -	$ -	$ -
													0	$ -	$ -	$ -
															$ -	$ -
														$ -	$ -	$ -
	Total Hours	0	4	11	22	3	4	2	4	2	0	0	52	$ 3,257	$ 5,194	$9,465.79
														ODC/Subcontractors		$ 620
																$10,085.79

EXHIBIT C
Project Schedule

Stantec will initiate work on the tasks identified in this scope of work following notice-to-proceed. The ISA Checklist will be completed in 10 business days for submittal to the County to review. If comments are received, Stantec will revise the report within 2 business days for submittal to Caltrans. If Caltrans comments are received, Stantec will revise the report within 2 business days for final submittal to the County and Caltrans.



TASK ORDER NO. 3
to the
PROFESSIONAL SERVICES AGREEMENT

On-Call Environmental/CEQA & NEPA Services
for the
Graeagle-Johnsville Road Rehabilitation Project

The May 14, 2024, PROFESSIONAL SERVICES AGREEMENT, by and between the COUNTY OF PLUMAS ("County") and Stantec Consulting Services, Inc., a California Corporation ("Consultant"), is hereby amended as follows:

Proiect Background

The County, in coordination with the California Department of Transportation (Caltrans) and Federal Highway Administration (FHWA), proposes to rehabilitate Graeagle-Johnsville Road from post mile (PM) 1 .82 to PM 5.1 5 in Plumas County, California. The project is in Caltrans District 2 and the Federal Aid Number is RPSTPL-5909(116). The project is on lands managed by the Plumas National Forest (PNF) (PM 1.82—2.85) and Plumas-Eureka State Park (PM 2.85—5.15). The project is federally funded through the federalized State Transportation Improvement Program: Regional Improvement Program (RPSTPL), which is administered by Caltrans. The study area for the project is approximately 39.56 acres.

Scope of Work

The Scope of Work shall consist of conducting a site visit, providing supplemental archaeological information, technical assistance and further coordination with Caltrans as identified in the Scope of Work, which is attached hereto as Exhibit "A".

Compensation

Consultant shall be paid in accordance with the Fee Schedule, which is attached hereto as Exhibit "B" and incorporated herein by this reference. The cost is Fifty-two Thousand Three Hundred and Forty-three Dollars and Twenty-One Cents ($52,343.21).

Consultant shall submit an invoice to the County no more frequently than each calendar month, and County shall issue payment to Consultant within thirty (30) days of County's receipt of an undisputed invoice. Each invoice must specify the hours worked, services purchased from sub-consultants, or other expenses incurred consistent with the Scope of Work.

Protect Schedule

The Consultant shall complete the work, set forth above in the Project Schedule which is attached hereto as Exhibit "C".

Term

The term of this Agreement commences November 1, 2024, and shall remain in effect through June 30, 2025, unless terminated earlier pursuant to this Agreement. County's Board of

Supervisors hereby ratifies, and approves for payment, services provided by Contractor from November 1, 2024, to the date of approval of this Agreement by the Board of Supervisors.

Other Contract Provisions.

All other contract provisions set forth in the May 14, 2024, Professional Services Agreement first referenced above remain unchanged.

IN WITNESS WHEREOF, the parties hereto have caused this Task Order No. 3 to be executed by and through their respective authorized officers, as of the date first above written.

CONTRACTOR:

Stantec Consulting Services Inc.

By: _____
Name: Wirt Lancing
Title: Senior Principal
Date signed: 1/16/2025

By: _____
Name: Mark Wuestehube
Title: Principal
Date signed: 1/16/25

COUNTY:

County of Plumas, a political subdivision of the State of California

By: _____
Board of Supervisors
Date signed: 07 JAN 2025

ATTEST:

By: _____
Allen Hiskey
Clerk of the Board of Supervisors
Date signed: 07 JAN 2025

Approved as to form:

_____
Joshua Brechtel, Attorney
County Counsel's Office

Taxpayer ID Number — 1 I -21 67170

Attachments: Exhibit A - Scope of Work
Exhibit B - Fee Schedule
Exhibit C - Project Schedule

PLUMAS COUNTY PUBLIC WORKS DEPARTMENT
Graeagle - Johnsville Road Rehabilitation Project.
Environmental Services Support
November 26, 2024

EXHIBIT A
Scope of Work

Plumas County Department of Public Works (County), under an existing on-call agreement with Stantec Consulting Services Inc. (Stantec), is requesting environmental services support for the Graeagle - Johnsville Road Rehabilitation Project.

The County, in coordination with Caltrans and Federal Highway Administration (FHWA), proposes to rehabilitate Graeagle-Johnsville Road from post mile (PM) 1.82 to PM 5.15 in Plumas County, California. The Project is in Caltrans District 2 and the Federal Aid Number is RPSTPL-5909(116). The Project is on lands managed by the Plumas National Forest (PNF) (PM 1.82–2.85) and Plumas-Eureka State Park (PM 2.85–5.15). The Project is federally funded through the federalized State Transportation Improvement Program: Regional Improvement Program (RPSTPL), which is administered by Caltrans. The study area for the project is the area of direct impact, including plus the proposed staging areas, which is approximately 33 acres (Subject Property).

Task 1: Conduct Site Investigation

In November 2024 Stantec prepared an Initial Site Assessment which recommended additional investigation of a mine located within or near the project area to assess shallow soil for arsenic, lead, and mercury. Stantec will assist the County in a Site Investigation by completing the following:

1. **Project Management**: This task consists of project management activities such as resource management, subcontractor coordination (including contracting), quality control, accounting, administrative activities, and project scheduling and coordination (internal and with County and Caltrans staff). This task also includes pre-field activities such as preparation of a Work Plan, site-specific health and safety plan (HASP), preliminary site inspection to identify borehole locations, site markout and obtaining a one-call dig ticket. All field work will be completed under a Stantec site-specific HASP, and in accordance with HAZWOPER regulations 29 CFR, 1910.120 and following State of California Title 8, Section 5192 guidelines.

2. **Field Investigation and Laboratory Analysis**: Stantec proposes assessment of shallow soil conditions to address the findings of note identified in the ISA. At all investigation areas, boreholes will be advanced using a hand auger and soil samples will be collected into laboratory-supplied glassware. Samples will be immediately assigned a unique sample ID, logged onto a chain of custody form, and placed into a pre-chilled cooler pending transport to the analytical laboratory. Boreholes will be logged in accordance with the Unified Soil Classification System and soil classifications, sample intervals, and related observations will be recorded on borehole logs. Reusable equipment will be appropriately decontaminated between samples and boreholes will be backfilled with native materials to match existing grade.

   Stantec's sampling protocol includes first the analysis of shallow samples and retaining deeper samples for potential analysis based on the data from the shallow samples. Soil chemical data will be compared to risk-

based screening levels established by California Department of Toxic Substances Control (DTSC). If concentrations of one or more compounds exceed corresponding risk-based screening levels, the deeper soil sample from that borehole will also be analyzed to provide vertical delineation of chemical results. If field evidence of chemical impact (i.e., staining, odors, or other indicators of impact) are observed, a sample from the impacted interval will be retained for chemical analysis.

Stantec will advance 15 soil borings (see Figure 1) via hand auger to a terminal depth of 1.5 feet below ground surface (ft bgs) in the area of a slope repair, access road, and staging area. A shallow soil sample will be collected from the upper six inches and a deeper sample will be collected from 1.5 ft bgs. The deeper soil samples will be held by the analytical laboratory, and the shallow sample will be analyzed for the following compounds by the corresponding analytical method. Two shallow duplicate samples will also be analyzed.

- Arsenic, Lead, and Mercury by EPA Methods 6020 and 7471A.

3. **Reporting:** Stantec will prepare a Site Investigation report to document the sampling procedures and findings of the assessment. The report will include a detailed description of the work performed, sample locations, sampling technique employed, analytical reports, tabulated analytical results, data interpretation, and validation. A draft of the report will be provided to County for review and comment no later than three weeks after the receipt of the final laboratory analytical data. Stantec will incorporate one round of comments from County and prepare a final report. The proposal assumes effort after submittal of the report, such as an additional consultation or preparation of a revised report, if applicable, are not included in this proposal.

4. **Meeting(s):** Not applicable

5. **Assumptions:**

   - Client will arrange access to the Site. If site reconnaissance is delayed or Stantec personnel have to return to the Site, additional charges may accrue.
   - A Plumas County Soil Boring Permit is not required.
   - Traffic control or a right of way permit is not required.
   - Assume work can be completed Monday through Friday from 7am to 5pm.

Task 2: Prepare Supplemental Archaeological Information/Coordinate with Caltrans

An Archaeological Survey Report, Finding of Effect, and Historic Property Survey Report have been previously completed and approved by Caltrans. Based on the understanding that Caltrans may require additional documentation or reporting of potential cultural resources effects due to hazardous material testing in or near the

project area of potential effects (APE), Stantec will assist the County in cultural resources Section 106 support by completing the following:

1. **Project Management**: This includes, but is not limited to, managing internal kick-off, staffing, delivery schedule, quality control reviews of deliverables, and communications and coordination with County staff.

   Deliverables: Not applicable
   Meeting(s): Three 1-hour meetings with the County and Caltrans

2. **Prepare Archaeological Memo and/or Supplemental Archaeological Survey Report (ASR)**: Stantec will prepare a memo or report to support Section 106 findings of the additional hazardous material testing plan. The document will be prepared in a narrative format that describes the background of previous studies and the findings. An administrative draft will be submitted to the County for review. Following County review, the draft will be submitted to Caltrans for review and approval. It is assumed that a new cultural records search, Native American outreach, or testing for archaeological resources will not be required.

   Deliverables: Electronic copies (Word.doc, PDF) Revised Section 106 memo or ASR
   Meeting(s): Two 1-hour meetings with the County and Caltrans

Task 3: Technical Assistance

The purpose of this task item is to provide technical assistance to the County as needed. Technical assistance may include, but is not limited to, attending project meetings, responding to informational requests from Caltrans, conducting field reviews/meetings, resource monitoring during ground-disturbing activities and associated reporting, etc. Technical assistance will be provided only as requested by the County. The cost estimate for this task item assumes that technical assistance will not exceed 80 total hours of Stantec staff time and other direct costs will not exceed $1,000.00.

Deliverables: Technical assistance as requested by the County
Meeting(s): To be determined

EXHIBIT B
Fee Schedule

Tasks 1–3, as outlined in Exhibit A, will be completed on a time-and-materials basis. The total estimated cost is Fifty-Two Thousand Three Hundred Forty-Three Dollars and Twenty-One Cents ($52,343.21). A line-item cost breakdown showing labor hours and hourly rates is provided in the attached cost spreadsheet.



Stantec

Graeagle-Johnsville Road Rehabilitation Project
Cost Proposal - Labor Hour Worksheet

Professional Environmental Consulting Services

Billing Level		16	15	14	14	13	12	11	10	9	8	7				
Task	Task Description	Senior Principal (BL 16)	Senior Principal/Principal (BL 15)	Principal (BL 14)	Senior Associate II (BL 14)	Senior Associate I (BL 13)	Associate III (BL 12)	Associate II (BL 11)	Associate I (BL 10)	Staff III (BL 9)	Staff II (BL 8)	Staff I (BL 7)	Total Hours			
		$ 107.18	$ 92.18	$ 79.68	$ 79.68	$ 64.68	$ 61.18	$ 53.68	$ 47.68	$ 42.68	$ 38.68	$ 33.18				
1	*Site Investigation*		8	6		34		34		1		5	88	$ 6,041	$ 9,633	$ 17,555
2	*Supplemental Arch / Caltrans Coordination*	8	4	8				36	8	12			76	$ 4,690	$ 7,479	$ 13,629
3	*Technical Assistance*	20	4	20			24	4	8				80	$ 6,170	$ 9,841	$ 17,932
													0	$ -	$ -	$ -
													0	$ -	$ -	$ -
													0	$ -	$ -	$ -
													0	$ -	$ -	$ -
															$ -	$ -
	Total Hours	28	16	34	0	34	24	74	16	13	0	5	244	$ 16,901	$ 26,953	$49,116.21
														ODC/Subcontractors		$ 3,227
																$52,343.21

EXHIBIT C
Project Schedule

Stantec will initiate work on the tasks identified in this scope of work following notice-to-proceed. Task 1 (Site Investigation) will be completed in 20 business days following the receipt of analytical data for submittal to the County to review. If comments are received, Stantec will revise the report within 2 business days for submittal to Caltrans. If Caltrans comments are received, Stantec will revise the report within 2 business days for final submittal to the County and Caltrans.

The completion schedule for Task 2 (Prepare Supplemental Archaeological Information/Coordinate with Caltrans) and Task 3 (Technical Assistance) is to be determined.





Project Area
ADI
Staging Area

N

0 200 400 Feet

1:3,600

(At original document size of 8.5x11)

Stantec

Project Location
T22N, R11E, S24
Plumas County, CA

Prepared by PG on 2024-11-21
TR by KS on 2024-11-22

Client/Project
Plumas County Department of Public Works
Graeagle-Johnsville Road Rehabilitation Project

Figure No
1

Page 1 of 1

Title
Proposed Sampling Locations

Disclaimer: This document has been prepared based on information provided by others as cited in the Notes section. Stantec has not verified the accuracy and/or completeness of this information and shall not be responsible for any errors or omissions which may be incorporated herein as a result. Stantec assumes no responsibility for data supplied in electronic format, and the recipient accepts full responsibility for verifying the accuracy and completeness of the data.

EXHIBIT 10-H1 COST PROPOSAL PAGE 1 OF 2

ACTUAL COST-PLUS-FIXED FEE OR LUMP SUM (FIRM FIXED PRICE) CONTRACTS

(DESIGN, ENGINEERING AND ENVIRONMENTAL STUDIES) Graeagle-Johnsville Road Rehabilitation Project

Note: Mark-ups are Not Allowed ☐ Prime Consultant ☐ Subconsultant ☐ 2nd Tier Subconsultant

Consultant Stantec Consulting Services Inc.

Project No PRSTL-5909[116] Contract No. _____ Date 11/26/2024

DIRECT LABOR

Classification/Title	Hours	Actual Hourly Rate	Total
Senior Principal (BL 16) - max raw rate $107.18	28	$ 107.18	$3,001.04
Senior Principal (BL 15) max raw rate $92.18	8	$ 92.18	$737.44
Principal (BL 15) max raw rate $92.18	8	$ 92.18	$737.44
Principal (BL 14) max raw rate $79.68	34	$ 79.68	$2,709.12
Senior Associate II (BL 14) max raw rate $79.68	0	$ 79.68	$0.00
Senior Associate I (BL 13) max raw rate $69.68	34	$ 69.68	$2,369.12
Associate III (BL 12) max raw rate $61.18	24	$ 61.18	$1,468.32
Associate II (BL11) max raw rate $53.68	74	$ 53.68	$3,972.32
Associate I (BL10) max raw rate $47.68	16	$ 47.68	$762.88
Staff III (BL 9) max raw rate $42.68	13	$ 42.68	$554.84
Staff II (BL 8) max raw rate $38.68	0	$ 38.68	$0.00
Staff I (BL 7) max raw rate $35.18	5	$35.18	$175.90

LABOR COSTS Total hours: 244

a) Subtotal Direct Labor Costs $16,488.42

b) Anticipated Salary Increases (see page 2 for sample) $412.21

c) TOTAL DIRECT LABOR COSTS [(a) + (b)] $16,900.63

FRINGE BENEFITS

d) Fringe Benefits (Rate 33.08%) **e) Total Fringe Benefits** [(c) x (d)] $5,590.73

INDIRECT COSTS

f) Overhead (Rate: 11.10%) g) Overhead [(c) x (f)] $1,875.97

h) General and Administrative (Rate: 115.30%) i) Gen & Admin [(c) x (h)] $19,486.43

j) **Total Indirect Costs** [(e) + (g) + (i)] $26,953.13

FEE (Profit)

q) (Rate: 12.0%) k) **TOTAL FIXED PROFIT** [(c) + (j)] x (q)] $5,262.45

OTHER DIRECT COSTS (ODC)

	Description	Unit(s)	Unit Cost	Total
l)	Travel/Mileage Costs (supported by consultant actual costs) (Itemized below)			$402.00
m)	Equipment Rental and Supplies (itemized below)			$1,205.00
n)	Permit Fees (itemize)			$0.00
o)	Subconsultant Costs (detailed cost proposal attached for each subconsultant)			$1,620.00

p) **Total Other Direct Costs** [(l) + (m) + (n) + (o)] $3,227.00

TOTAL COST [(c) + (j) + (k) + (p)] $52,343.21

ITEMIZATION - OTHER DIRECT COSTS (ODC)

Description

l) Travel/Mileage Costs (supported by consultant actual costs)

	Unit(s)	Unit Cost	Total
Mileage	600	$0.670	$402.00
Per Diem	0	$136.000	$0.00
		$0.000	$0.00
Car Rental	0	$100.000	$0.00
			$0.00
			$0.00
			$0.00
		Subtotal (l)	$402.00

m) Equipment Rental and Supplies (itemize)

	Unit(s)	Unit Cost	Total
Black and white copies (8.5 x 11)	0	$0.060	$0.00
Black and white copies (11 x 17)	0	$0.110	$0.00
Color copies (8.5 x 11)	0	$0.750	$0.00
Color copies (11 x 17)	0	$1.500	$0.00
Graphics (Poster Boards)	0	$45.000	$0.00
Survey Supplies	1	$205.000	$205.00
Other Equipment/Supplies	1	$1,000.000	$1,000.00
Miscellaneous (Conf. Call/Mailing)	0	$10.000	$0.00
		Subtotal (m)	$1,205.00

n) Permit Fees (itemize)

	Unit(s)	Unit Cost	Total
	0	$0.00	$0.00
	0	$0.00	$0.00
	0	$0.00	$0.00
		Subtotal (n)	$0.00

o) Subconsultant Costs

	Unit(s)	Unit Cost	Total
Laboratory	1	$1,620.00	$1,620.00
		$0.00	$0.00
		Subtotal (o)	$1,620.00

EXHIBIT 10-H COST PROPOSAL

ACTUAL COST-PLUS-FIXED FEE OR LUMP SUM (FIRM FIXED PRICE) CONTRACTS

(CALCULATIONS FOR ANTICIPATED SALARY INCREASES)

Consultant Stantec Consulting Services Inc. Contract No. _____ Date 11/26/2024

Prime Consultant

1. Calculate Average Hourly Rate for 1st year of the contract (Direct Labor Subtotal divided by total hours)

Direct Labor Subtotal per Cost Proposal		Total Hours per Cost Proposal		Avg Hourly Rate	5 Year Contract Duration
$16,488.42		244	=	$67.58	Year 1 Avg Hourly Rate

2. Calculate hourly rate for all years (Increase the Average Hourly Rate for a year by proposed escalation %

	Avg Hourly Rate		Proposed Escalation			
Year 1	$67.58	+	5%	=	$70.95	Year 2 Avg Hourly Rate
Year 2	$70.95	+	5%	=	$74.50	Year 3 Avg Hourly Rate
Year 3	$74.50	+	5%	=	$78.23	Year 4 Avg Hourly Rate
Year 4	$78.23	+	5%	=	$82.14	Year 5 Avg Hourly Rate

3. Calculate estimated hours per year (Multiply estimate % each year by total hours)

	Estimated % Completed Each Year		Total Hours per Cost Proposal		Total Hours per Year	
Year 1	50.00%	*	244.0	=	122.0	Estimated Hours Year 1
Year 2	50.00%	*	244.0	=	122.0	Estimated Hours Year 2
Year 3	0.00%	*	244.0	=	0.0	Estimated Hours Year 3
Year 4	0.00%	*	244.0	=	0.0	Estimated Hours Year 4
Year 5	0.00%	*	244.0	=	0.0	Estimated Hours Year 5
Total	100%		Total	=	244.0	

4. Calculate Total Costs including Escalation (Multiply Average Hourly Rate by the number of hours)

	Avg Hourly Rate (calculated above)		Estimated hours (calculated above)		Cost per Year	
Year 1	$67.58	*	122	=	$8,244.21	Estimated Hours Year 1
Year 2	$70.95	*	122	=	$8,656.42	Estimated Hours Year 2
Year 3	$74.50	*	0	=	$0.00	Estimated Hours Year 3
Year 4	$78.23	*	0	=	$0.00	Estimated Hours Year 4
Year 5	$82.14	*	0	=	$0.00	Estimated Hours Year 5
	Total Direct Labor Cost with Escalation			=	$16,900.63	
	Direct Labor Subtotal before Escalation			=	$16,488.42	
	Estimated total of Direct Labor Salary Increase			=	**$412.21**	Transfer to Page 1

TASK ORDER NO. 4
to the
PROFESSIONAL SERVICES AGREEMENT

On-Call Environmental/CEQA & NEPA Services
for the
Graeagle-Johnsville Road Rehabilitation Project

This Task Order is issued pursuant to the May 14, 2024, PROFESSIONAL SERVICES AGREEMENT, by and between the COUNTY OF PLUMAS, a political subdivision of the State of California, by and through its **Department of Public Works** ("County"), and **Stantec Consulting Services, Inc.**, a California Corporation ("Consultant"), and incorporates the following scope, schedule, and compensation.

Proiect Background

The County, in coordination with the California Department of Transportation (Caltrans) and Federal Highway Administration (FHWA), proposes to rehabilitate Graeagle-Johnsville Road from post mile (PM) 1 .82 to PM 5.15 in Plumas County, California. The project is in Caltrans District 2 and the Federal Aid Number is RPSTPL-5909(116). The project is on lands managed by the Plumas National Forest (PNF) (PM 1.82—2.85) and Plumas-Eureka State Park (PM 2.85—5.15). The project is federally funded through the federalized State Transportation Improvement Program: Regional Improvement Program (RPSTPL), which is administered by Caltrans. The study area for the project is approximately 39.56 acres.

Scope of Work

The Scope of Work shall consist of Project Management/Coordination, preparing Section 4(f) De Minimis evaluation, Maintaining the Environmental Commitments Record and further coordination with Caltrans as identified in the Scope of Work, which is attached hereto as Exhibit "A".

Compensation

Consultant shall be paid in accordance with the Fee Schedule, which is attached hereto as Exhibit "B" and incorporated herein by this reference. The cost is Twenty-three Thousand and Twenty-six Dollars and Thirty-nine Cents ($23,026.39).

Consultant shall submit an invoice to the County no more frequently than each calendar month, and County shall issue payment to Consultant within thirty (30) days of County's receipt of an undisputed invoice. Each invoice must specify the hours worked, services purchased from sub-consultants, or other expenses incurred consistent with the Scope of Work.

Protect Schedule

The Consultant shall complete the work, set forth above in the Project Schedule which is attached hereto as Exhibit "C".

Term

The term of this Agreement commences November 1, 2025, and shall remain in effect through

June 30, 2026.

Other Contract Provisions.

All other contract provisions set forth in the May 14, 2024, Professional Services Agreement first referenced above remain unchanged.

IN WITNESS WHEREOF, the parties hereto have caused this Task Order No. 4 to be executed by and through their respective authorized officers, as of the date first above written.

CONTRACTOR:

Stantec Consulting Services Inc.

By:_____
Name: Wirt Lancing
Title: Senior Principal
Date signed: _____

By:_____
Name: Mark Wuestehube
Title: Principal
Date signed: _____

COUNTY:

County of Plumas, a political subdivision of the State of California

By:_____
Kevin Goss
Chair, Board of Supervisors
Date signed: _____

ATTEST:

By:_____
Allen Hiskey
Clerk of the Board of Supervisors
Date signed: _____

Approved as to form:

_____
Stephen Schofield, Attorney
County Counsel's Office

Taxpayer ID Number — 1 I -21 67170

Attachments: Exhibit A - Scope of Work
Exhibit B - Fee Schedule
Exhibit C - Project Schedule

_____Consultants _____County Initials

June 30, 2026.

Other Contract Provisions.

All other contract provisions set forth in the May 14, 2024, Professional Services Agreement first referenced above remain unchanged.

IN WITNESS WHEREOF, the parties hereto have caused this Task Order No. 4 to be executed by and through their respective authorized officers, as of the date first above written.

CONTRACTOR:

Stantec Consulting Services Inc.

By:_____
Name: Wirt Lanning
Title: Senior Principal
Date signed: 10/16/2025

By:_____
Name: Mark Wuestehube
Title: Principal
Date signed: 10/16/25

COUNTY:

County of Plumas, a political subdivision of the State of California

By:_____
Kevin Goss
Chair, Board of Supervisors
Date signed: _____

ATTEST:

By:_____
Allen Hiskey
Clerk of the Board of Supervisors
Date signed: _____

Taxpayer ID Number —1 I -21 67170

Attachments: Exhibit A - Scope of Work
Exhibit B - Fee Schedule
Exhibit C - Project Schedule

PLUMAS COUNTY PUBLIC WORKS DEPARTMENT
Task Order 4: Graeagle-Johnsville Road Rehabilitation Project
Environmental Services Support
October 9, 2025

EXHIBIT A
Scope of Work

Plumas County Public Works Department (County), under an existing on-call agreement with Stantec Consulting Services Inc. (Stantec), is requesting additional environmental services support for the Graeagle-Johnsville Road Rehabilitation Project (project). The project involves a portion of County Road 506 (Graeagle-Johnsville Road), extending from post mile (PM) 1.82 to PM 5.15, located between the communities of Johnsville and Mohawk in Plumas County, California. It is on lands managed by the U.S. Forest Service, Plumas National Forest (PNF) (PM 1.82–2.85) and Plumas-Eureka State Park (PM 2.85–5.15).

The project is funded through the federalized State Transportation Improvement Program: Regional Improvement Program (prefix RPSTPL), which is administered by Caltrans. The scope of work (SOW) proposed by Stantec under Task Order 4 (TO4) will support project compliance for federally-funded projects affecting park or recreation lands (i.e., Section 4[f]) and provide for preparation of an Environmental Commitment Record (ECR) that tracks the project's environmental mitigation, compensation, and enhancement commitments to demonstrate compliance with the National Environmental Policy Act (NEPA) and other regulations like the California Environmental Policy Act (CEQA).

Assumptions

This scope of work and cost estimate are based on the following assumptions.

- If needed for the proposed SOW, the County will provide to Stantec with current AutoCAD or other GIS-suitable format files (e.g., shapefile) depicting the project layout and will identify any areas where the project differs from the one previously analysed. Delays in obtaining this information may affect the schedule for the technical reports.
- Tasks described herein assume the signed Area of Potential Effects (APE) boundaries remain unchanged (04/18/2021) (attached).
- The County will be responsible for paying any required permitting and filing fees.
- Unless otherwise noted, all deliverables will be in electronic format (e.g., Word and pdf).
- Unless otherwise noted, all meetings are assumed to be conducted virtually (e.g., Microsoft Teams).

Task 1: Project Management/Coordination

Under this task, Stantec will maintain an open line of communication with the County and Caltrans District 2 Office of Local Assistance during completion of the technical studies and NEPA/CEQA compliance process described in this

SOW. Stantec's Project Manager will participate in conference calls with the County to discuss the project and will review and submit monthly invoices.

Deliverables: Electronic Copies - Meeting notes, e-mails summarizing conversations

Meetings: Up to two one-hour conference calls between County, Caltrans (if appropriate), and the Stantec Project Manager, as needed.

Task 2: Prepare Section 4(f) De Minimis Evaluation

Since the project encroaches on public lands associated with the Plumas National Forest and Plumas Eureka State Park, compliance with Section 4(f) is required. Under our earlier project contract (2020) with the County, Stantec prepared a draft Section 4(f) de minimis evaluation that was reviewed by Caltrans in 2025. Comments were received after the agreement had expired; thus, this task is included to allow for Stantec's completion of the revised evaluation.

Under Task 2, Stantec will review and respond to comments received from the County and Caltrans on the Section 4(f) Evaluation (March 19, 2025). Stantec will also provide support to the County as needed to obtain written concurrence from PNF and state park officials with jurisdiction over properties included in the project area. Affected agencies will be asked to provide a written statement that the project will not adversely affect the activities, features, or attributes that qualify their respective property for protection under 4(f). Concurrence will be incorporated into the final Section 4(f) evaluation to support the de minimis finding. Stantec will prepare a revised draft evaluation for the County's and Caltrans' review and approval. The Caltrans District/Region Senior Environmental Planner is authorized to approve de minimis findings.

Additionally, the public must be afforded the opportunity to review and comment on the effects of the project on the identified 4(f) resource(s). Stantec will prepare a public notice for posting at the project site and County office and website (if applicable) that includes: a description of the project, purpose and need, and beneficiaries; project location; name of public agency approving the project; name of public agency implementing the project; governing statute and reason for public notice; and comment submittal period (e.g., 30-day comment period). The results of the Section 4(f) outreach will be summarized in a brief technical memorandum for submittal to the County, along with a summary of conversations and copies of written correspondence with the affected public land manager(s), and any feedback received in response to the public notice. After the County comments are addressed, Stantec will submit a draft technical memorandum summarizing the public notice effort for review and approval by Caltrans.

Deliverables: Electronic copy of the draft and revised draft letter and Section 4(f) memorandum; up to two (2) hard copies and an electronic copy (PDF) of the final evaluation and Section 4(f) public notice memorandum

Meeting(s): Not Applicable

Task 3: Maintain the Environmental Commitments Record

Stantec will prepare an ECR using the Caltrans ECR sample form (revised June 2020 or newer). The ECR identifies and summarizes environmental mitigation, compensation, and enhancement commitments to demonstrate compliance with the National Environmental Policy Act (NEPA) and other regulations like the California



Environmental Policy Act (CEQA). It describes in table format how each environmental commitment made for the project will be met and documents the project's construction stage at the time each commitment was completed. The draft ECR will be submitted to the County and Caltrans for review and comment. If necessary, Stantec will address comments and prepare a final ECR for Caltrans approval.

Deliverables: Electronic copies– Draft, revised, and final ECR

Meeting(s): Not Applicable

EXHIBIT B
Fee Schedule

The estimated cost for the Scope of Work, as outlined in Exhibit A, shall be completed on a time-and-materials basis, and shall not exceed twenty three thousand twenty six dollars and thirty nine cents ($23,026.39). A line item cost estimate breakdown showing labor hours, hourly rates, and expenses is provided in the attached cost spreadsheet in Caltrans Exhibit 10-H1 format. Estimate cost by task is summarized below:

Base Tasks	Cost
Task 1: Project Management/Coordination	$1,991.74
Task 2: Prepare Section 4(f) De Minimis Evaluation	$9,160.73
Task 3: Maintain the Environmental Commitments Record	$11,873.92
TOTAL	**$23,026.39**

EXHIBIT C
Project Schedule

Stantec will initiate work on the tasks identified in this scope of work following notice-to-proceed. We assume approximately two weeks to respond to County comments and 2–4 weeks to respond to Caltrans comments; Caltrans' review periods may range from 20–60 days depending on staff commitments. Provided below are tentative completion schedules to complete draft documents for the tasks described in this SOW.

Base Tasks	Duration to Complete Draft
Task 1: Project Management/Coordination	Ongoing
Task 2: Prepare Section 4(f) De Minimis Evaluation	4 weeks
Task 3: Maintain the Environmental Commitments Record	14 weeks

EXHIBIT 10-H1 COST PROPOSAL PAGE 1 OF 2

ACTUAL COST-PLUS-FIXED FEE OR LUMP SUM (FIRM FIXED PRICE) CONTRACTS

(DESIGN, ENGINEERING AND ENVIRONMENTAL STUDIES) Graeagle-Johnsville Road Rehabilitation Project - TO4

Note: Mark-ups are Not Allowed ☑ Prime Consultant ☐ Subconsultant ☐ 2nd Tier Subconsultant

Consultant Stantec Consulting Services Inc.

Project No RPSTPL-5909 (116) Contract No. _____ Date 10/8/2025

DIRECT LABOR

Classification/Title	Hours	Actual Hourly Rate	Total
Principal-In-Charge (BL 17)	0	$ 117.00	$0.00
Sr. Project Manager (BL 16)	0	$ 102.00	$0.00
Principal Professional (BL 15)	2	$ 86.00	$172.00
Senior Professional II (BL 14)	24	$ 76.02	$1,824.48
Senior Professional I (BL 13)	0	$ 67.00	$0.00
Project Professional II (BL 12)	84	$ 60.41	$5,074.44
Project Professional I (BL 11)	14	$ 44.65	$625.10
Assoc. Project Professional (BL 10)	2	$ 45.32	$90.64
Staff Professional II (BL 9)	4	$ 35.88	$143.52
Assoc. Staff Professional (BL 8)	0	$ 37.00	$0.00
Tech/Admin/Clerical (BL 7)	0	$ 34.00	$0.00
			$0.00

LABOR COSTS Total hours: 130

a) Subtotal Direct Labor Costs $7,930.18

b) Anticipated Salary Increases (see page 2 for sample) $134.81

c) TOTAL DIRECT LABOR COSTS [(a) + (b)] $8,064.99

FRINGE BENEFITS

d) Fringe Benefits (Rate 32.97%) **e) Total Fringe Benefits** [(c) x (d)] $2,659.03

INDIRECT COSTS

f) Overhead (Rate: 111.30%) g) Overhead [(c) x (f)] $8,976.34

h) General and Administrative (Rate: 10.65%) i) Gen & Admin [(c) x (h)] $858.92

j) Total Indirect Costs [(e) + (g) + (i)] $12,494.29

FEE (Profit)

q) (Rate: 12.0%) **k) TOTAL FIXED PROFIT** [(c) + (j)] x (q)] $2,467.11

OTHER DIRECT COSTS (ODC)

Description		Unit(s)	Unit Cost	Total
l)	Travel/Mileage Costs (supported by consultant actual costs) (Itemized below)			$0.00
m)	Equipment Rental and Supplies (itemized below)			$0.00
n)	Permit Fees (itemize)			$0.00
o)	Subconsultant Costs (detailed cost proposal attached for each subconsultant)			$0.00

p) Total Other Direct Costs [(l) + (m) + (n) + (o)] $0.00

TOTAL COST [(c) + (j) + (k) + (p)] $23,026.39

ITEMIZATION - OTHER DIRECT COSTS (ODC)

Description

l) Travel/Mileage Costs (supported by consultant actual costs)

	Unit(s)	Unit Cost	Total
Mileage		$0.700	$0.00
Per Diem		$136.000	$0.00
Car Rental		$100.000	$0.00
			$0.00
			$0.00
			$0.00
		Subtotal (l)	$0.00

m) Equipment Rental and Supplies (itemize)

	Unit(s)	Unit Cost	Total
Black and white copies (8.5 x 11)	0	$0.060	$0.00
Black and white copies (11 x 17)	0	$0.110	$0.00
Color copies (8.5 x 11)	0	$0.750	$0.00
Color copies (11 x 17)	0	$1.500	$0.00
Graphics (Poster Boards)	0	$45.000	$0.00
CHRIS Record Search	0	$1,500.000	$0.00
EDR Database	0	$1.000	$0.00
Miscellaneous (Traffic Count Vendor)	0	$1.000	$0.00
		Subtotal (m)	$0.00

n) Permit Fees (itemize)

	Unit(s)	Unit Cost	Total
	0	$0.00	$0.00
	0	$0.00	$0.00
	0	$0.00	$0.00
		Subtotal (n)	$0.00

o) Subconsultant Costs

	Unit(s)	Unit Cost	Total
	0	$0.00	$0.00
		Subtotal (o)	$0.00

ACTUAL COST-PLUS-FIXED FEE OR LUMP SUM (FIRM FIXED PRICE) CONTRACTS

(CALCULATIONS FOR ANTICIPATED SALARY INCREASES)

Consultant Stantec Consulting Services Inc. Contract No. _____ Date 6/9/2025

Prime Consultant

1. Calculate Average Hourly Rate for 1st year of the contract (Direct Labor Subtotal divided by total hours)

Direct Labor Subtotal per Cost Proposal		Total Hours per Cost Proposal		Avg Hourly Rate	5 Year Contract Duration
$7,930.18		130	=	$61.00	Year 1 Avg Hourly Rate

2. Calculate hourly rate for all years (Increase the Average Hourly Rate for a year by proposed escalation %

	Avg Hourly Rate		Proposed Escalation			
Year 1	$61.00	+	4.25%	=	$63.59	Year 2 Avg Hourly Rate
Year 2	$63.59	+	4.25%	=	$66.30	Year 3 Avg Hourly Rate
Year 3	$66.30	+	4.25%	=	$69.11	Year 4 Avg Hourly Rate
Year 4	$69.11	+	4.25%	=	$72.05	Year 5 Avg Hourly Rate

3. Calculate estimated hours per year (Multiply estimate % each year by total hours)

	Estimated % Completed Each Year		Total Hours per Cost Proposal		Total Hours per Year	
Year 1	60.00%	*	130.0	=	78.0	Estimated Hours Year 1
Year 2	40.00%	*	130.0	=	52.0	Estimated Hours Year 2
Year 3	0.00%	*	130.0	=	0.0	Estimated Hours Year 3
Year 4	0.00%	*	130.0	=	0.0	Estimated Hours Year 4
Year 5	0.00%	*	130.0	=	0.0	Estimated Hours Year 5
Total	100%		Total	=	130.0	

4. Calculate Total Costs including Escalation (Multiply Average Hourly Rate by the number of hours)

	Avg Hourly Rate (calculated above)		Estimated hours (calculated above)		Cost per Year	
Year 1	$61.00	*	78	=	$4,758.11	Estimated Hours Year 1
Year 2	$63.59	*	52	=	$3,306.89	Estimated Hours Year 2
Year 3	$66.30	*	0	=	$0.00	Estimated Hours Year 3
Year 4	$69.11	*	0	=	$0.00	Estimated Hours Year 4
Year 5	$72.05	*	0	=	$0.00	Estimated Hours Year 5
	Total Direct Labor Cost with Escalation			=	$8,064.99	
	Direct Labor Subtotal before Escalation			=	$7,930.18	
	Estimated total of Direct Labor Salary Increase			=	**$134.81**	Transfer to Page 1

Certification of Direct Costs:

I, the undersigned, certify to the best of my knowledge and belief that all direct costs identified on the cost proposal(s) in this contract are actual, reasonable, allowable, and allocable to the contract in accordance with the contract terms and the following requirements:

1. Generally Accepted Accounting Principles (GAAP)
2. Terms and conditions of the contract
3. Title 23 United States Code Section 112 - Letting of Contracts
4. 48 Code of Federal Regulations Part 31 - Contract Cost Principles and Procedures
5. 23 Code of Federal Regulations Part 172 - Procurement, Management, and Administration of Engineering and Design Related Service
6. 48 Code of Federal Regulations Part 9904 - Cost Accounting Standards Board (when applicable)

All costs must be applied consistently and fairly to all contracts. All documentation of compliance must be retained in the project files and be in compliance with applicable federal and state requirements. Costs that are noncompliant with the federal and state requirements are not eligible for reimbursement.

Local governments are responsible for applying only cognizant agency approved or Caltrans accepted Indirect Cost Rate(s).

Prime Consultant or Subconsultant Certifying:

Name: Rusty Benkosky Title*: Senior Vice President

Signature: _____ Date of Certification: _____

Email: rusty.benkosky@stantec.com Phone Number: (916) 669-5959

Address: 555 Capitol Mall, Suite 650, Sacramento, CA 95814-4583

*An individual executive or financial officer of the consultant's or subconsultant's organization at a level no lower than a Vice President or a Chief Financial Officer, or equivalent, who has authority to represent the financial information utilized to establish the cost proposal for the contract.

List services the consultant is providing under the proposed contract:

Prime consultant to the City completing various technical studies to support CEQA and NEPA compliance.

PLUMAS COUNTY
PUBLIC WORKS DEPARTMENT
MEMORANDUM

TO:	**Honorable Chair and Board of Supervisors**
FROM:	**Rob Thorman, Director of Public Works**
MEETING DATE:	**November 4, 2025**
SUBJECT:	**Approve and Authorize the Department of Public Works to recruit and fill funded and allocated extra-help snow removal workers throughout its maintenance districts in excess of 29 hours per week; No General Fund impact; as approved in the FY 25/26 adopted budget; Road funds.**

Recommendation:
The Director of Public Works respectfully recommends that the Board of Supervisors authorize the Department to recruit and fill extra-help snow removal workers for all of its maintenance districts.

Background and Discussion:
Every year, the Public Works Department seeks extra-help employees to work during the Winter months to help with snow removal across all of its maintenance districts in the County.

The Department is requesting to recruit and fill these positions for the winter months of fiscal year 25/26.

Funding for these positions is allocated in the FY 25/26 Public Works budget as adopted by the Board of Supervisors on September 30, 2025.

Action:

Approve and Authorize the Department of Public Works to recruit and fill funded and allocated extra-help snow removal workers throughout its maintenance districts in excess of 29 hours per week; No General Fund impact; as approved in the FY 25/26 adopted budget; Road funds.

Fiscal Impact:

No General Fund impact, as approved in the FY 25/26 adopted budget; Road funds.

Attachments:
None

PLUMAS COUNTY
PUBLIC HEALTH AGENCY
MEMORANDUM

TO:	**Honorable Chair and Board of Supervisors**
FROM:	**Audrey Rice, Management Analyst I**
MEETING DATE:	**November 4, 2025**
SUBJECT:	**Approve and authorize Chair to sign Amendment No. 2 to University Agreement No. 007082 between Plumas County Public Health Agency and The Regents of the University of California to extend the term of the agreement from September 5, 2025, through September 4, 2026; (No General Fund Impact) (RW Part C); approved as to form by County Counsel.**

Recommendation:
The Director of the Public Health Agency respectfully recommends that the Chair sign Amendment No. 2 to University Agreement No. 007082 to extend the term to September 4, 2026.

Background and Discussion:
As the Board is aware, Plumas County Public Health Agency has served as fiscal and administrative agent for the various HIV/AIDS programs within the five (5) county regions of Modoc, Sierra, Lassen, Plumas, and Siskiyou counties. Plumas County Public Health Agency will continue to serve our five-county region for the Ryan White Program. Ryan White Part C funds provide for direct outpatient HIV primary care that includes HIV counseling, testing & referral, medical evaluation and clinical care, and referral to specialty and other health services. The program maintains four HIV clinic sites within the five-county region to provide these services. Services available to clients include primary medical care, HIV specialty care, laboratory services, medications, dental care, nutrition counseling, psychosocial counseling, health education and risk reduction counseling, medication adherence counseling, and nutritional supplements.

Action:

Approve and authorize Chair to sign Amendment No. 2 to University Agreement No. 007082 between Plumas County Public Health Agency and The Regents of the University of California to extend the term of the agreement from September 5, 2025, through September 4, 2026; (No General Fund Impact) (RW Part C); approved as to form by County Counsel.

Fiscal Impact:

(No General Fund Impact) (RW Part C)

Attachments:
1. 007082 AMD 2 Plumas County Public Health Agency
2. PARTC2324UCD

Amendment No. 2 to UNIVERSITY Agreement No. 007082

Parties to this Amendment:	The Regents of the University of California, acting for and on behalf of University of California, Davis Health ("UNIVERSITY"). and Plumas County Public Health Agency ("COUNTY").
Original Agreement:	Services Agreement (UNIVERSITY Agreement No. 007082) with an effective date of September 5, 2023, first amended with an effective date of September 5, 2024 ("Agreement").
Effective Date of this Amendment:	September 5, 2025 ("Effective Date").

WHEREAS, the Parties hereto desire to amend certain terms of the Agreement; and

THEREFORE, the Parties hereby agree as follows:

1. Defined Terms. Capitalized terms used but not defined herein shall have the respective meanings ascribed to such terms in the Agreement.

2. Amendment(s) to the Agreement.

   A. The term of the Agreement shall be extended from September 5, 2025 through September 4, 2026.

   B. All other terms and conditions shall remain the same.

3. Ratification of the Agreement. Except as expressly set forth in this Amendment 2, the Agreement shall remain unmodified and in full force and effect.

4. Counterparts. This Amendment 2 may be executed in counterparts, each of which shall be deemed to be an original, but all of which constitute one instrument. In the event that any signature is delivered by facsimile transmission or by e-mail delivery of a ".pdf" format data file, such signature shall create a valid and binding obligation of the party executing (or on whose behalf such signature is executed) with the same force and effect as if such facsimile or ".pdf" signature page were an original thereof.

//////////////////////SIGNATURE PAGE TO FOLLOW//////////////////////

IN WITNESS WHEREOF, the duly authorized representatives of UNIVERSITY and COUNTY have executed this Amendment as of the last date of signature written below.

AGREED:

THE REGENTS OF THE UNIVERSITY OF CALIFORNIA ON BEHALF OF UNIVERSITY OF CALIFORNIA DAVIS HEALTH

By_____
Erick Jenkins, JD, MS
Associate Director, UC Davis Health Contracts

Date October 16, 2025

PLUMAS COUNTY

By_____
Nicole Reinert
Director, Public Health Agency

Date 9/19/2025

By_____
Kevin Goss
Chair, Plumas County Board of Supervisors

Date_____

ATTEST:

By_____
Allen Hiskey
Clerk of the Board

Date_____

Approved as to form:

_____
Joshua Brechtel, Attorney
County Counsel's Office

SERVICES AGREEMENT

This Services Agreement ("Agreement") is made by and between The Regents of the University of California, a corporation described in California Constitution Article IX, Section 9, acting for and on behalf of University of California, Davis Health ("UNIVERSITY"), and Plumas County Public Health Agency, ("COUNTY"). UNIVERSITY and COUNTY are referred to individually as a "Party" and collectively as the "Parties".

WHEREAS, COUNTY desires that UNIVERSITY provide professional medical services in the field of HIV specialty services (Services) for clients with HIV in the Mountain Counties region of Lassen, Modoc, Plumas, Sierra and Siskiyou counties; and,

WHEREAS, UNIVERSITY is fully qualified and desires to provide such services to COUNTY;

WHEREAS, UNIVERSITY has determined that the provision of such services shall not adversely affect the conduct of UNIVERSITY activities; and

WHEREAS, UNIVERSITY has determined that furnishing of services requested by COUNTY is consistent with one or more of UNIVERSITY's missions.

THEREFORE, the Parties agree to the terms and conditions contained herein.

TERMS AND CONDITIONS

1. SCOPE OF SERVICES

During the term of this Agreement, UNIVERSITY shall render services in accordance with the Scope of Work and Budget attached hereto and incorporated herein as Exhibit A ("Services").

2. TERM

The term of this Agreement shall commence on the date of last signature of the Parties below (the "Effective Date") and shall continue for a period of one (1) year, unless earlier terminated. This Agreement may be extended by mutual written agreement of the Parties.

3. TERMINATION

Either Party may terminate this Agreement without cause by giving thirty (30) calendar days' written notice to the other. To effect termination in the event of a material breach of this Agreement, the aggrieved party must provide written notice of the breach to the offending party and allow the offending party ten (10) business days to cure the breach. If the offending party does not cure the breach within ten (10) business days, the Agreement will immediately and

automatically terminate on the eleventh (11th) day. This Agreement shall be subject to immediate termination in the event that any Party is excluded from participation in any federal healthcare or procurement program. Termination or expiration of this Agreement shall not affect any rights or obligations of the Parties that accrued prior to the date of termination.

4. COMPENSATION

A. COUNTY shall pay UNIVERSITY for Services provided in accordance with the compensation terms in Exhibit A.

B. COUNTY shall pay such compensation within thirty (30) calendar days of receipt of an invoice(s) setting forth the project number for the Services performed and the Agreement number corresponding with the Services. Such payment shall be made by check payable to **The Regents of the University of California** and sent to the address indicated on the invoice. All consideration due UNIVERSITY will be payable in United States Dollars, which will not be reduced by any taxes, fees, or other charges imposed by the government of such country, in order to remit the entire amount owed to UNIVERSITY. COUNTY also will be responsible for all bank transfer charges. COUNTY shall also reimburse UNIVERSITY for all necessary and reasonable business expense incurred by UNIVERSITY pursuant to UNIVERSITY's duties under this Agreement, provided that such expenses have been approved in advance by COUNTY and are properly itemized and documented.

C. COUNTY shall pay UNIVERSITY for all Services rendered and obligations incurred under the Agreement that cannot reasonably be terminated immediately upon notice of termination up to the date of termination of this Agreement, regardless of the reason for termination.

5. CONFIDENTIALITY OF INFORMATION

During the term of this Agreement and for a period of three (3) years after termination or expiration hereof, UNIVERSITY shall use its reasonable efforts, consistent with its established policies and procedures, to protect the confidentiality of any information furnished to it by COUNTY in connection with this Agreement and expressly designated by COUNTY, in writing, as confidential ("Confidential Information"). Upon completion or termination of this Agreement UNIVERSITY shall, upon request, destroy or return to COUNTY all such Confidential Information. If COUNTY receives confidential or proprietary information from UNIVERSITY, COUNTY shall use the same level of care, but in no event less than reasonable care, to protect UNIVERSITY confidential information as it uses to protect its own Confidential Information and COUNTY shall not disclose UNIVERSITY's confidential information.

UNIVERSITY shall have no obligation to protect the confidentiality of any information that: (a) is in the public domain through no fault of UNIVERSITY; (b) is received by UNIVERSITY

from a third party under no obligation of confidentiality to COUNTY; (c) is required by law, legal process, subpoena, warrant, or court order to be disclosed; (d) was known by UNIVERSITY prior to the time of first disclosure by COUNTY; or (e) is independently developed by UNIVERSITY.

6. UNIVERSITY'S RIGHT TO USE DATA

UNIVERSITY shall have the unrestricted right to use for its own purposes (excluding Confidential Information), including publication, any data or information it may develop in connection with or as a result of performing the Services described in Exhibit A. UNIVERSITY agrees to submit a copy of intended publication materials to COUNTY for review and comment at least sixty (60) calendar days prior to submission for publication; provided, however, that COUNTY shall have no editorial rights over publication materials but may request, and UNIVERSITY will agree to, an additional delay of up to thirty (30) calendar days to allow for filing of regulatory documents or to secure patent protection on patentable subject matter resulting from this Agreement.

7. USE OF UNIVERSITY'S NAME

COUNTY shall not use the name or logos of the UNIVERSITY, including but not limited to The Regents of the University of California, University of California or UC Davis, in any form or manner in any publicity, advertisements, reports or other information released to the public without UNIVERSITY's prior written approval. California Education Code Section 92000 prohibits use of UNIVERSITY's name(s) to suggest that UNIVERSITY endorses a product or service. COUNTY agrees to submit materials for all proposed uses of UNIVERSITY's names (including those of UNIVERSITY's employees), likenesses, logos, insignias, trade names, abbreviation, nicknames or trademarks of other identifying mark to UNIVERSITY's Public Affairs & Marketing office at hs-marketing@ucdavis.edu.

8. INDEMNIFICATION

The Parties agree to defend, indemnify and hold one another harmless from and against any and all liability, loss, expense, attorneys' fees, or claims for injury or damages arising from the performance of this Agreement, but only in proportion to and to the extent such liability, loss, expense, attorneys' fees, or claims for injury or damages are caused by or result from the negligent or intentional acts or omissions of the indemnifying Party, its officers, agents or employees.

9. INSURANCE

Each Party, at its sole cost and expense, shall insure its activities in connection with this Agreement and obtain, keep in force and maintain insurance or self-insure during the term hereof as follows:

A. General Liability:

Comprehensive or Commercial Form (MINIMUM LIMITS)

(1) Each Occurrence	$1,000,000
(2) Products Completed Operations Aggregate	$2,000,000*
(3) Personal and Advertising Injury	$1,000,000
(4) General Aggregate	$2,000,000*

* ($1,000,000 for comprehensive form)

However, if such insurance is written on a claims-made form, following termination of the Agreement, coverage shall survive for a period of not less than three (3) years. Coverage shall provide for a retroactive date of placement prior to or coinciding with the Effective Date of the Agreement.

B. Workers' compensation insurance as required under applicable state law.

C. The limits and coverages required herein shall in no way limit the liability of the Parties, including the Parties' indemnification obligations herein.

D. Upon request, each Party shall supply to the other a certificate, or certificates, of insurance/self-insurance evidencing coverage in the amounts and for the perils listed above.

10. DISCLAIMER OF WARRANTY

UNIVERSITY MAKES NO WARRANTY AS TO RESULTS TO BE OBTAINED BY COUNTYFROM THE USE OF ANY SERVICES PROVIDED BY UNIVERSITY UNDER THIS AGREEMENT, AND EXPRESSLY DISCLAIMS ANY AND ALL IMPLIED WARRANTIES INCLUDING, BUT NOT LIMITED TO, THE WARRANTIES OF MERCHANTABILITY AND FITNESS FOR A PARTICULAR PURPOSE.

11. RELATIONSHIP OF THE PARTIES

The Parties to this Agreement shall be and remain at all times independent contractors, neither being the employee, agent, representative, or sponsor of the other in their relationship under this Agreement.

12. NO REQUIREMENT FOR REFERRALS

Nothing in this Agreement or in any other related written or oral agreement requires the admission or referral of patients or business by any Party to the other. This Agreement and the remuneration provided are not intended to influence the decision of any Party in choosing the

hospital, health care facility or other provider/supplier of health care goods and services deemed by such Party as the best qualified to deliver goods or services, and the rights of any Party under this Agreement shall not depend in any way on the referral of patients or business to the other.

13. EXCLUSION

Each Party represents that neither it nor its employees or agents providing services under this Agreement is excluded from participation in any governmental sponsored program, including, without limitation, the Medicare, Medicaid, or TRICARE programs (https://exclusions.oig.hhs.gov/) and the System for Award Management (https://www.sam.gov).

14. FAIR MARKET VALUE

The Parties represent and warrant as follows:

A. COUNTY has determined that it has a bona fide commercially reasonable business purpose for the Services set forth in this Agreement;

B. COUNTY has determined that the Services set forth in this Agreement do not exceed those that are reasonably necessary to accomplish the commercially reasonable business purpose of the Services;

C. Each Party has determined that the compensation to be paid under this Agreement is consistent with fair market value in arms-length transactions;

D. Each Party warrants and represents that the compensation to be paid under this Agreement has not been determined in a manner that takes into account the volume or value of any past or future referrals or business otherwise generated or to be generated between the parties for which payment may be made in whole or in part under Medicare, Medicaid or other Federal health care programs; and

E. COUNTY certifies through execution of this Agreement that any funds utilized to procure services from UNIVERSITY are not restricted in any manner that would preclude the use of the funds for that purpose.

15. APPLICABLE LAW

The Parties to this Agreement specifically intend to comply with all applicable laws, rules, and regulations, including the federal anti-kickback statute (42 USC Section 1320a-7b) and the related safe harbor regulations.

16. NON-DISCRIMINATION

Both Parties agree not to discriminate in their performance under this Agreement on the basis of race, color, national origin, religion, sex, sexual orientation, disability, age, veterans' status, medical condition (e.g., cancer-related) as defined in section 12926 of the California Government Code, ancestry, marital status or citizenship.

17. ALTERATION, AMENDMENT

This Agreement may be amended at any time by agreement of the Parties, expressed in writing and signed by both Parties. No alteration of the terms of this Agreement shall be valid or binding upon either Party unless made in writing and signed by both Parties, and no other terms and conditions, including, but not limited to, those of any purchase order issued by COUNTY, shall apply unless explicitly incorporated herein.

18. HEADINGS

The section headings used in this Agreement are inserted for convenience only, are not substantive, and shall not be used to limit, define, describe, or otherwise interpret any provision of this Agreement.

19. COUNTERPARTS

This Agreement may be executed in counterparts, each of which shall be deemed to be an original, but all of which constitute one instrument. In the event that any signature is delivered by facsimile transmission or by e-mail delivery of a ".pdf" format data file, such signature shall create a valid and binding obligation of the party executing (or on whose behalf such signature is executed) with the same force and effect as if such facsimile or ".pdf" signature page was an original thereof.

20. NOTICE

All notices, requests, or other communications required or anticipated under this Agreement shall be in writing and shall be delivered to the respective Parties by personal delivery; by United States Postal Service as certified or registered mail, postage prepaid, return receipt requested; or by a reputable overnight delivery service such as Federal Express, addressed to the respective Parties at the addresses set forth below. Notices shall be deemed delivered on the date of personal delivery, two days following the date indicated on the United States Postal Service return receipt, or one day following deposit with overnight delivery service.

To UNIVERSITY:
University of California Davis Health
UC Davis Health Contracts
Sherman Building, Suite 2300
2315 Stockton Boulevard
Sacramento, CA 95817
(Reference UNIVERSITY Agreement No. 006680)

To COUNTY: Plumas County Public Health Agency
270 County Hospital Road, Suite 206
Quincy, CA 95971

21. GOVERNING LAW

This Agreement shall be construed in accordance with the laws of the State of California.

22. ASSIGNMENT

No Party to this Agreement may assign this Agreement, assign rights or delegate duties hereunder without the prior written consent of the other Party hereto. Except as specifically provided in this Agreement, any attempted assignment or delegation of a Party's rights, claims, privileges, duties or obligations hereunder shall be null and void.

23. FORCE MAJEURE

If either Party's performance of this Agreement is prevented, restricted or delayed, either totally or in part, for reasons beyond the affected Party's reasonable control and is not due to the action or inaction of such Party, the affected Party will, upon giving notice to the other Party, be excused from such performance to the extent of such prevention, restriction or delay; provided, that the affected Party will use reasonable efforts to avoid or remove such causes of non-performance and will continue its performance whenever such causes are removed. For purposes of this Section, a lack of funds shall not be considered a cause beyond the reasonable control of the Parties.

24. SEVERABILITY

If any section or part of this Agreement is held to be void, invalid or unenforceable by order, decree or judgment of a court of competent jurisdiction, the remainder of the Agreement shall remain in full force and effect, and the Parties agree to negotiate in good faith to agree upon replacement language that expresses the Parties' intent in a manner that is valid and enforceable.

25. REMEDIES AND WAIVER

The remedies provided in this Agreement are not exclusive and the Party suffering from a breach or default of this Agreement may pursue all available remedies, both legal and equitable. No express or implied waiver by a Party of any breach or default will be construed as a waiver of a future or subsequent breach or default. The failure or delay of any Party in exercising any of its rights under this Agreement will not constitute a waiver of any such right, and any single or partial exercise of any particular right by any Party will not exhaust the same

or constitute a waiver of any other right provided in this Agreement.

26. ATTORNEY'S FEES

If any action at law or equity is brought to enforce the terms of this Agreement, including collection of delinquent payment, the prevailing Party shall be entitled to reasonable attorney's fees, costs and necessary disbursements in addition to any other relief to which it may be entitled.

27. NO THIRD-PARTY BENEFICIARIES

The Parties do not intend the benefits of this Agreement to inure to or benefit any third person or entity not a Party hereto.

28. SURVIVAL

Any obligations and duties that by their nature are intended to extend beyond the expiration or earlier termination of this Agreement shall survive termination or expiration of this Agreement and remain in full force and effect as necessary or appropriate.

29. ENTIRE AGREEMENT

This Agreement constitutes the entire understanding of the Parties respecting the subject matter hereof and supersedes any prior understanding or agreement between them, written or oral, regarding the same subject matter. If there is any conflict between the terms of this Agreement and the language in any of the attachments hereto, the terms of this Agreement shall control.

SIGNATURES CONTINUED ON NEXT PAGE

IN WITNESS WHEREOF, the Parties have executed this Agreement on the day and year last signed below.

THE REGENTS OF THE UNIVERSITY OF CALIFORNIA ON BEHALF OF UNIVERSITY OF CALIFORNIA DAVIS HEALTH

By _____
Erick Jenkins, JD, MS
Manager UC Davis Health Contracts
Date August 11, 2023

Tax ID 94-6036494

PLUMAS COUNTY

By: _____
Dana Krinsky
Interim Director of Public Health Agency
Date 8/15/23

Tax ID 94-6000528

By: _____
Greg Hagwood, Chair
Plumas County Board of Supervisors
Date: SEP 05 2023

ATTEST:

By: _____
Date: SEP 05 2023

APPROVED AS TO FORM:

By: _____
Joshua Brechtel
Deputy County Counsel
Date: 8/10/23

EXHIBIT A
SCOPE OF WORK AND BUDGET

I. SCOPE OF WORK

University shall provide HIV specialty services for County's clients with HIV in the Mountain Counties region of Lassen, Modoc, Plumas, Sierra and Siskiyou counties as part of the Health Resources & Services Administration Part C of the Ryan White HIV/AIDS Program.

II. BUDGET

Six and 1/2 (6.5) days per year at $1,600.00 per visit (alternating visits between Lassen and Plumas County sites) totaling $10,400.00.
Provide onsite HIV specialty care services to County's client population.
Provide informal training for local medical providers to build their capacity to provide a more complete continuum of HIV care.
Provide regular chart audits related to a Continuous Quality Improvement program.

Two (2) times per year:
Participate in a meeting to develop and implement a Continuous Quality Improvement program.
Participate in a meeting to discuss the feasibility and development of a telemedicine program to augment the on-site visits or eventually be a substitute for on-site visits.
Reimbursement Rates will increase annually in accordance with Title III Planning and Capacity Building funds and for Title III Early Intervention funding increases.

Subcontractor Budget

Subcontractor Budget						
Personnel	Description	Service Category	Amount	Rate	Rate Type	Contract Cost
Dr. David Asmuth, MD	In-person clinic visits	Outpatience/Ambulatory Health Services	$1,600.00	2	Clinic Day	$3,200.00
Dr. David Asmuth, MD	Remote consultations	Outpatience/Ambulatory Health Services	$1,600.00	4.5	Clinic Day	$7,200.00
Total Personnel						$10,400.00
TOTAL SUBCONTRACT						$10,400.00

PLUMAS COUNTY
PUBLIC HEALTH AGENCY
MEMORANDUM

TO:	**Honorable Chair and Board of Supervisors**
FROM:	**Audrey Rice, Management Analyst I**
MEETING DATE:	**November 4, 2025**
SUBJECT:	**Approve and authorize Chair to sign a certification statement from the California Department of Health Care Services for Children in Foster Care; approved as to form by County Counsel.**

Recommendation:
The Director of the Public Health Agency respectfully recommends that the board approve and direct the Chair to sign the required certification statement for the California Department of Health Care Services Children in Foster Care Program on behalf of Plumas County.

Background and Discussion:
As the Board is aware, the Plumas County Public Health Agency delivers various clinical and health education programs for Plumas County residents on behalf of several state and federal agencies. The agency receives funds from the California Department of Health Care Services to administer the Health Care Program for Children in Foster Care. To receive these funds, the Public Health Agency and Plumas County must certify that we will adhere to the mandated requirements and scope of work for the program. Among other requirements, for the Health Care Program for Children in Foster Care, we are mandated to monitor and assist Child Protective Services in the medical and educational care of foster children.

Action:

Approve and authorize Chair to sign a certification statement from the California Department of Health Care Services for Children in Foster Care; approved as to form by County Counsel.

Fiscal Impact:

(No General Fund Impact) (None)

Attachments:
1. 6770 FINAL
2. 6770 FY-2025-26-HCPCFC-Allocation-Letter

CALIFORNIA DEPARTMENT OF
HEALTH CARE SERVICES

Health Care Program for Children in Foster Care

Agency Information		County/City:	Fiscal Year:
		Plumas	2025-26
Street Address:	270 County Hospital Road St 206	Health Officer Name:	Dr. Mark Satterfield
City:	Quincy	HCPCFC Central Email Address:	
Zip Code:	95971		
Authorized HCPCFC Representative		Director of Social Services Agency	
Name, Title:	Tina Venable	Name:	Jennifer Bromby (acting)
Phone:	530-283-6330	Phone:	530 283 6460
Email:	tinavenable@countyofplum	Email:	jenniferbromby@countyofplumas.com
Clerk of the Board of Supervisors		Chief Probation Officer	
Name:	Allen Hiskey	Name:	Keevan Allred
Phone:	530 283 6170	Phone:	530 283 6200
Email:	pcbs@countyofplumas.com	Email:	keevanallred@countyofplumas.com

List All HCPCFC Program Staff

	Name:	Title:	Support Staff	PHN	Email:
1	Terri Smith	PHN	No	Yes	terrismith@countyofplumas.com
2	Tina Venable	DON	No	Yes	tinavenable@countyofplumas.com
3					
4					
5					
6					
7					
8					
9					
10					

View additional rows by selecting the "+" to the left.

CALIFORNIA DEPARTMENT OF HEALTH CARE SERVICES

Health Care Program for Children in Foster Care

Certification Statement	County/City:	Fiscal Year:
	Plumas	2025-26

I certify that the Health Care Program for Children in Foster Care (HCPCFC) will comply with all applicable state and federal and state laws and regulations, including all federal laws and regulations governing recipients of federal funds granted to states for medical assistance pursuant to Title XIX of the Social Security Act (42 U.S.C. Section 1396 et seq.). I further certify that the HCPCFC will comply with all rules promulgated by DHCS pursuant to these authorities, including the HCPCFC Program Manual. I further agree that this HCPCFC may be subject to sanctions or other remedies if this HCPCFC violates any of the above.

Tina Venable		
HCPCFC/County Authorized Representative	Signature	Date
Local Governing Body Chairperson Name,	Signature	Date

Health Care Program for Children in Foster Care

Base Budget Worksheet								County/City Name: Plumas		Fiscal Year: 2025-26	
Column					1A	1B	1	2A	2	3A	3
I. Personnel Expenses					Total Base FTE %	Annual Salary	Total Budget	Enhanced FTE %	Enhanced Total	Non-Enhanced FTE %	Non-Enhanced Total
#	Name	Title	DSS	PHN							
1	Terri Smith	PHN	No	Yes	10%	$94,523	$9,452	0%	$0	100%	$9,452
2	Tina Venable	DON	No	Yes	5%	$155,600	$7,780	0%	$0	100%	$7,780
3	0	0	0	0	0%	$0	$0	0%	$0	100%	$0
4	0	0	0	0	0%	$0	$0	0%	$0	100%	$0
5	0	0	0	0	0%	$0	$0	0%	$0	100%	$0
6	0	0	0	0	0%	$0	$0	0%	$0	100%	$0
7	0	0	0	0	0%	$0	$0	0%	$0	100%	$0
8	0	0	0	0	0%	$0	$0	0%	$0	100%	$0
9	0	0	0	0	0%	$0	$0	0%	$0	100%	$0
10	0	0	0	0	0%	$0	$0	0%	$0	100%	$0
View additional rows by selecting the "+" to the left.											
Total Net Salaries and Wages							$17,232		$0		$17,232
Staff Benefits (Specify %)			43%				$7,410		$0		$7,410
I. Total Personnel Expenses							$24,642		$0		$24,642
II. Total Operating Expenses (List in Narrative)							$0		$0		$0
III. Total Capital Expenses (List in Narrative)							$0				$0
IV. Indirect Expenses (List in Narrative)											
1.	Internal (Specify %)		10%				$2,464				$2,464
2.	External (Specify %)		0%				$0				$0
IV. Total Indirect Expenses (List in Narrative)							$2,464				$2,464
V. Total Other Expenses (List in Narrative)							$0				$0
						Budget Grand Total	$27,106		$0		$27,106

I certify that the Health Care Program for Children in Foster Care (HCPCFC) will comply with all applicable state and federal and state laws and regulations, including all federal laws and regulations governing recipients of federal funds granted to states for medical assistance pursuant to Title XIX of the Social Security Act (42 U.S.C. Section 1396 et seq.). I further certify that the HCPCFC will comply with all rules promulgated by DHCS pursuant to these authorities, and that all listed expenses adhere to program goals, scope, and activity requirements. I further agree that this HCPCFC may be subject to sanctions or other remedies if this HCPCFC violates any of the above. HCPCFC staffing is limited to Public Health Nurses and their Direct Support Staff. By signing below, I certify that the listed individual's Civil Service Classification, Duty Statement, and all budgeted activities adhere to HCPCFC program scope and meet the definition of Public Health Nurse, as defined by California Code of Regulations Section 1305, or Directly Supporting Staff, as defined by Code of Federal Regulations Section 432.2.

Tina Venable		
Authorized HCPCFC Signor Name, Title	Signature	Date

CALIFORNIA DEPARTMENT OF HEALTH CARE SERVICES

Health Care Program for Children in Foster Care

Base Budget Narrative	County/City Name:	Fiscal Year:
	Plumas	2025-26

I. Personnel Expenses Identify and Explain Any Changes in Personnel/Personnel Expenses	
Personnel to run the program.	
II. Operating Expenses Identify and Explain All Operating Expense Line Items	
No operating expenses	
III. Capital Expenses Identify and Explain All Capital Expense Line Items	
No capital expenses	
IV. Indirect Expenses Identify and Explain All Indirect Expense Line Items	
Internal:	10% of personnel to cover indirect expenses
External:	
V. Other Expenses Identify and Explain All Other Expense Line Items	

I certify that the Health Care Program for Children in Foster Care (HCPCFC) will comply with all applicable state and federal and state laws and regulations, including all federal laws and regulations governing recipients of federal funds granted to states for medical assistance pursuant to Title XIX of the Social Security Act (42 U.S.C. Section 1396 et seq.). I further certify that the HCPCFC will comply with all rules promulgated by DHCS pursuant to these authorities, and that all listed expenses adhere to program goals, scope, and activity requirements. I further agree that this HCPCFC may be subject to sanctions or other remedies if this HCPCFC violates any of the above.

Tina Venable		
Authorized HCPCFC Signor Name, Title	Signature	Date

Health Care Program for Children in Foster Care

Psychotropic Medication Monitoring & Oversight Budget Worksheet								County/City Name:		Fiscal Year:	
								Plumas		2025-26	
Column					1A	1B	1	2A	2	3A	3
I. Personnel Expenses					Total Base FTE %	Annual Salary	Total Budget	Enhanced FTE %	Enhanced Total	Non-Enhanced FTE %	Non-Enhanced Total
#	Name	Title	DSS	PHN							
1							$0	0%	$0	100%	$0
2							$0	0%	$0	100%	$0
3							$0	0%	$0	100%	$0
4							$0	0%	$0	100%	$0
5							$0	0%	$0	100%	$0
6							$0	0%	$0	100%	$0
7							$0	0%	$0	100%	$0
8							$0	0%	$0	100%	$0
9							$0	0%	$0	100%	$0
10							$0	0%	$0	100%	$0
View additional rows by selecting the "+" to the left.											
Total Net Salaries and Wages							$0		$0		$0
Staff Benefits (Specify %)			35%				$0		$0		$0
I. Total Personnel Expenses							$0		$0		$0
II. Total Operating Expenses (List in Narrative)							$0		$0		$0
III. Total Capital Expenses (List in Narrative)							$0				$0
IV. Indirect Expenses (List in Narrative)											
1.	Internal (Specify %)		0%				$0				$0
2.	External (Specify %)		0%				$0				$0
IV. Total Indirect Expenses (List in Narrative)							$0				$0
V. Total Other Expenses (List in Narrative)							$0				$0
						Budget Grand Total	$0		$0		$0

I certify that the Health Care Program for Children in Foster Care (HCPCFC) will comply with all applicable state and federal and state laws and regulations, including all federal laws and regulations governing recipients of federal funds granted to states for medical assistance pursuant to Title XIX of the Social Security Act (42 U.S.C. Section 1396 et seq.). I further certify that the HCPCFC will comply with all rules promulgated by DHCS pursuant to these authorities, and that all listed expenses adhere to program goals, scope, and activity requirements. I further agree that this HCPCFC may be subject to sanctions or other remedies if this HCPCFC violates any of the above. HCPCFC staffing is limited to Public Health Nurses and their Direct Support Staff. By signing below, I certify that the listed individual's Civil Service Classification, Duty Statement, and all budgeted activities adhere to HCPCFC program scope and meet the definition of Public Health Nurse, as defined by California Code of Regulations Section 1305, or Directly Supporting Staff, as defined by Code of Federal Regulations Section 432.2.

Tina Venable

Authorized HCPCFC Signor Name, Title | Signature | Date

CALIFORNIA DEPARTMENT OF HEALTH CARE SERVICES

Health Care Program for Children in Foster Care

Psychotropic Medication Monitoring & Oversight Budget Narrative	County/City Name:	Fiscal Year:
	Plumas	2025-26

I. Personnel Expenses Identify and Explain Any Changes in Personnel/Personnel Expenses	
No expenses	
II. Operating Expenses Identify and Explain All Operating Expense Line Items	
No expenses	
III. Capital Expenses Identify and Explain All Capital Expense Line Items	
No expenses	
IV. Indirect Expenses Identify and Explain All Indirect Expense Line Items	
Internal:	No indirect expenses
External:	
V. Other Expenses Identify and Explain All Other Expense Line Items	

I certify that the Health Care Program for Children in Foster Care (HCPCFC) will comply with all applicable state and federal and state laws and regulations, including all federal laws and regulations governing recipients of federal funds granted to states for medical assistance pursuant to Title XIX of the Social Security Act (42 U.S.C. Section 1396 et seq.). I further certify that the HCPCFC will comply with all rules promulgated by DHCS pursuant to these authorities, and that all listed expenses adhere to program goals, scope, and activity requirements. I further agree that this HCPCFC may be subject to sanctions or other remedies if this HCPCFC violates any of the above.

Tina Venable		
Authorized HCPCFC Signor Name, Title	Signature	Date

Health Care Program for Children in Foster Care

Caseload Relief Budget Worksheet								County/City Name: Plumas		Fiscal Year: 2025-26	
Column					1A	1B	1	2A	2	3A	3
I. Personnel Expenses					Total Base FTE %	Annual Salary	Total Budget	Enhanced FTE %	Enhanced Total	Non-Enhanced FTE %	Non-Enhanced Total
#	Name	Title	DSS	PHN							
1	Terri Smith	PHN	No	Yes	0%	$0	$0	0%	$0	100%	$0
2	Tina Venable	DON	No	Yes	0%	$0	$0	0%	$0	100%	$0
3	0	0	0	0	0%	$0	$0	0%	$0	100%	$0
4	0	0	0	0	0%	$0	$0	0%	$0	100%	$0
5	0	0	0	0	0%	$0	$0	0%	$0	100%	$0
6	0	0	0	0	0%	$0	$0	0%	$0	100%	$0
7	0	0	0	0	0%	$0	$0	0%	$0	100%	$0
8	0	0	0	0	0%	$0	$0	0%	$0	100%	$0
9	0	0	0	0	0%	$0	$0	0%	$0	100%	$0
10	0	0	0	0	0%	$0	$0	0%	$0	100%	$0
View additional rows by selecting the "+" to the left.											
Total PHN FTE %					0%			0%			
Total Direct Support Staff FTE %					0%			0%			
Total Net Salaries and Wages							$0		$0		$0
Staff Benefits (Specify %)			35%				$0		$0		$0
I. Total Personnel Expenses							$0		$0		$0
II. Total Operating Expenses (List in Narrative)							$0		$0		$0
III. Total Capital Expenses (List in Narrative)							$0				$0
IV. Indirect Expenses (List in Narrative)											
1.	Internal (Specify %)		0%				$0				$0
2.	External (Specify %)		0%				$0				$0
IV. Total Indirect Expenses (List in Narrative)							$0				$0
V. Total Other Expenses (List in Narrative)							$0				$0
						Budget Grand Total	$0		$0		$0

I certify that the Health Care Program for Children in Foster Care (HCPCFC) will comply with all applicable state and federal and state laws and regulations, including all federal laws and regulations governing recipients of federal funds granted to states for medical assistance pursuant to Title XIX of the Social Security Act (42 U.S.C. Section 1396 et seq.). I further certify that the HCPCFC will comply with all rules promulgated by DHCS pursuant to these authorities, and that all listed expenses adhere to program goals, scope, and activity requirements. I further agree that this HCPCFC may be subject to sanctions or other remedies if this HCPCFC violates any of the above. HCPCFC staffing is limited to Public Health Nurses and their Direct Support Staff. By signing below, I certify that the listed individual's Civil Service Classification, Duty Statement, and all budgeted activities adhere to HCPCFC program scope and meet the definition of Public Health Nurse, as defined by California Code of Regulations Section 1305, or Directly Supporting Staff, as defined by Code of Federal Regulations Section 432.2.

Tina Venable		
Authorized HCPCFC Signor Name, Title	Signature	Date

Health Care Program for Children in Foster Care

Caseload Relief Budget Narrative	County/City Name:	Fiscal Year:
	Plumas	2025-26

I. Personnel Expenses Identify and Explain Any Changes in Personnel/Personnel Expenses	
No expenses	
II. Operating Expenses Identify and Explain All Operating Expense Line Items	
No Operating Expenses	
III. Capital Expenses Identify and Explain All Capital Expense Line Items	
No capital expenses	
IV. Indirect Expenses Identify and Explain All Indirect Expense Line Items	
Internal:	No indirect expenses
External:	
V. Other Expenses Identify and Explain All Other Expense Line Items	

I certify that the Health Care Program for Children in Foster Care (HCPCFC) will comply with all applicable state and federal and state laws and regulations, including all federal laws and regulations governing recipients of federal funds granted to states for medical assistance pursuant to Title XIX of the Social Security Act (42 U.S.C. Section 1396 et seq.). I further certify that the HCPCFC will comply with all rules promulgated by DHCS pursuant to these authorities, and that all listed expenses adhere to program goals, scope, and activity requirements. I further agree that this HCPCFC may be subject to sanctions or other remedies if this HCPCFC violates any of the above.

Tina Venable		
Authorized HCPCFC Signor Name, Title	Signature	Date

DHCS

CALIFORNIA DEPARTMENT OF
HEALTH CARE SERVICES

Health Care Program for Children in Foster Care

County-City Match Budget Worksheet								County/City Name:		Fiscal Year:	
								Plumas		2025-26	
Column					1A	1B	1	2A	2	3A	3
I. Personnel Expenses					Total Base FTE %	Annual Salary	Total Budget	Enhanced FTE %	Enhanced Total	Non-Enhanced FTE %	Non-Enhanced Total
#	Name	Title	DSS	PHN							
1	Terri Smith	PHN	No	Yes	0%	$0	$0	0%	$0	100%	$0
2	Tina Venable	DON	No	Yes	0%	$0	$0	0%	$0	100%	$0
3	0	0	0	0	0%	$0	$0	0%	$0	100%	$0
4	0	0	0	0	0%	$0	$0	0%	$0	100%	$0
5	0	0	0	0	0%	$0	$0	0%	$0	100%	$0
6	0	0	0	0	0%	$0	$0	0%	$0	100%	$0
7	0	0	0	0	0%	$0	$0	0%	$0	100%	$0
8	0	0	0	0	0%	$0	$0	0%	$0	100%	$0
9	0	0	0	0	0%	$0	$0	0%	$0	100%	$0
10	0	0	0	0	0%	$0	$0	0%	$0	100%	$0
View additional rows by selecting the "+" to the left.											
Total Net Salaries and Wages							$0		$0		$0
Staff Benefits (Specify %)			73%				$0		$0		$0
I. Total Personnel Expenses							$0		$0		$0
II. Total Operating Expenses (List in Narrative)							$0				$0
III. Total Capital Expenses (List in Narrative)							$0				$0
IV. Indirect Expenses (List in Narrative)											
1.	Internal (Specify %)		0%				$0				$0
2.	External (Specify %)		0%				$0				$0
IV. Total Indirect Expenses (List in Narrative)							$0				$0
V. Total Other Expenses (List in Narrative)							$0				$0
						Budget Grand Total	$0		$0		$0

I certify that the Health Care Program for Children in Foster Care (HCPCFC) will comply with all applicable state and federal and state laws and regulations, including all federal laws and regulations governing recipients of federal funds granted to states for medical assistance pursuant to Title XIX of the Social Security Act (42 U.S.C. Section 1396 et seq.). I further certify that the HCPCFC will comply with all rules promulgated by DHCS pursuant to these authorities, and that all listed expenses adhere to program goals, scope, and activity requirements. I further agree that this HCPCFC may be subject to sanctions or other remedies if this HCPCFC violates any of the above. HCPCFC staffing is limited to Public Health Nurses and their Direct Support Staff. By signing below, I certify that the listed individual's Civil Service Classification, Duty Statement, and all budgeted activities adhere to HCPCFC program scope and meet the definition of Public Health Nurse, as defined by California Code of Regulations Section 1305, or Directly Supporting Staff, as defined by Code of Federal Regulations Section 432.2.

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Authorized HCPCFC Signor Name, Title | Signature | Date

CALIFORNIA DEPARTMENT OF
HEALTH CARE SERVICES

Health Care Program for Children in Foster Care

Administrative Budget Narrative	County/City Name:	Fiscal Year:
	Plumas	2025-26

I. Personnel Expenses Identify and Explain Any Changes in Personnel/Personnel Expenses	
II. Operating Expenses Identify and Explain All Operating Expense Line Items	
III. Capital Expenses Identify and Explain All Capital Expense Line Items	
IV. Indirect Expenses Identify and Explain All Indirect Expense Line Items	
Internal:	
External:	
V. Other Expenses Identify and Explain All Other Expense Line Items	

I certify that the Health Care Program for Children in Foster Care (HCPCFC) will comply with all applicable state and federal and state laws and regulations, including all federal laws and regulations governing recipients of federal funds granted to states for medical assistance pursuant to Title XIX of the Social Security Act (42 U.S.C. Section 1396 et seq.). I further certify that the HCPCFC will comply with all rules promulgated by DHCS pursuant to these authorities, and that all listed expenses adhere to program goals, scope, and activity requirements. I further agree that this HCPCFC may be subject to sanctions or other remedies if this HCPCFC violates any of the above.

Tina Venable		
Authorized HCPCFC Signor Name, Title	Signature	Date

Health Care Program for Children in Foster Care

Administrative Budget Worksheet										County/City Name:	Fiscal Year:
										Plumas	2025-26
Column					1A	1B	1	2A	2	3A	3
I. Personnel Expenses					Total Base FTE %	Annual Salary	Total Budget	Enhanced FTE %	Enhanced Total	Non-Enhanced FTE %	Non-Enhanced Total
#	Name	Title	DSS	PHN							
1	Terri Smith	PHN	No	Yes			$0			0%	$0
2	Tina Venable	DON	No	Yes			$0			0%	$0
3	0	0	0	0			$0			0%	$0
4	0	0	0	0			$0			0%	$0
5	0	0	0	0	0%	$0	$0			0%	$0
6	0	0	0	0	0%	$0	$0			0%	$0
7	0	0	0	0	0%	$0	$0			0%	$0
8	0	0	0	0	0%	$0	$0			0%	$0
9	0	0	0	0	0%	$0	$0			0%	$0
10	0	0	0	0	0%	$0	$0			0%	$0
View additional rows by selecting the "+" to the left.											
Total Net Salaries and Wages							$0				$0
Staff Benefits (Specify %)			0%				$0				$0
I. Total Personnel Expenses							$0				$0
II. Total Operating Expenses (List in Narrative)							$0				$0
III. Total Capital Expenses (List in Narrative)							$0				$0
IV. Indirect Expenses (List in Narrative)											
1.	Internal (Specify %)		25%								$0
2.	External (Specify %)		0%				$0				$0
IV. Total Indirect Expenses (List in Narrative)							$0				$0
V. Total Other Expenses (List in Narrative)							$0				$0
						Budget Grand Total	$0		$0		$0

I certify that the Health Care Program for Children in Foster Care (HCPCFC) will comply with all applicable state and federal and state laws and regulations, including all federal laws and regulations governing recipients of federal funds granted to states for medical assistance pursuant to Title XIX of the Social Security Act (42 U.S.C. Section 1396 et seq.). I further certify that the HCPCFC will comply with all rules promulgated by DHCS pursuant to these authorities, and that all listed expenses adhere to program goals, scope, and activity requirements. I further agree that this HCPCFC may be subject to sanctions or other remedies if this HCPCFC violates any of the above. HCPCFC staffing is limited to a Public Health Nurse Supervisor, Public Health Assistant, Fiscal Support Staff, and Administrative Support Staff.

Tina Venable		
Authorized HCPCFC Signor Name, Title	Signature	Date

CALIFORNIA DEPARTMENT OF HEALTH CARE SERVICES

Health Care Program for Children in Foster Care

Administrative Budget Narrative	County/City Name:	Fiscal Year:
	Plumas	2025-26

I. Personnel Expenses Identify and Explain Any Changes in Personnel/Personnel Expenses	
No expense	
II. Operating Expenses Identify and Explain All Operating Expense Line Items	
No operating expenses	
III. Capital Expenses Identify and Explain All Capital Expense Line Items	
No capital expenses	
IV. Indirect Expenses Identify and Explain All Indirect Expense Line Items	
Internal:	
External:	
V. Other Expenses Identify and Explain All Other Expense Line Items	

I certify that the Health Care Program for Children in Foster Care (HCPCFC) will comply with all applicable state and federal and state laws and regulations, including all federal laws and regulations governing recipients of federal funds granted to states for medical assistance pursuant to Title XIX of the Social Security Act (42 U.S.C. Section 1396 et seq.). I further certify that the HCPCFC will comply with all rules promulgated by DHCS pursuant to these authorities, and that all listed expenses adhere to program goals, scope, and activity requirements. I further agree that this HCPCFC may be subject to sanctions or other remedies if this HCPCFC violates any of the above.

Tina Venable		
Authorized HCPCFC Signor Name, Title	Signature	Date

DHCS

CALIFORNIA DEPARTMENT OF HEALTH CARE SERVICES

Health Care Program for Children in Foster Care

Budget Summary							County/City:						Fiscal Year:		
							Plumas						2025-26		
Funding Source:	Base			PMM&O			Caseload Relief			County/City-Federal			Administrative		
A	B	C	D	B	C	D	B	C	D	B	C	D	B	C	D
Category/Line Item	Total Budget	Enhanced	Non-Enhanced	Total Budget	Enhanced	Non-Enhanced	Total Budget	Enhanced	Non-Enhanced	Total Budget	Enhanced	Non-Enhanced	Total Budget	Enhanced	Non-Enhanced
I. Total Personnel Expenses	$24,642	$0	$24,642	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0		$0
II. Total Operating Expenses	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0		$0
III. Total Capital Expenses	$0		$0	$0		$0	$0		$0	$0		$0	$0		$0
IV. Total Indirect Expenses	$2,464		$2,464	$0		$0	$0		$0	$0		$0	$0		$0
V. Total Other Expenses	$0		$0	$0		$0	$0		$0	$0		$0	$0		$0
Budget Grand Total	$27,106	$0	$27,106	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0		$0
E	F	G	H	F	G	H	F	G	H	F	G	H	F	G	H
Source of Funds:	Total Funds	Enhanced	Non-Enhanced	Total Funds	Enhanced	Non-Enhanced	Total Funds	Enhanced	Non-Enhanced	Total Funds	Enhanced	Non-Enhanced	Total Funds	Enhanced	Non-Enhanced
State/County Funds	$13,553	$0	$13,553	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0		$0
Federal Funds (Title XIX)	$13,553	$0	$13,553	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0		$0
Budget Grand Total	$27,106	$0	$27,106	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0		$0

Tina Venable

Authorized HCPCFC Signor Name, Title Signature Date

Approved as to form:

Joshua Brechtel, Attorney
County Counsel's Office

CALIFORNIA DEPARTMENT OF
HEALTH CARE SERVICES
Michelle Baass | Director

JULY 1, 2025

HCPCFC PROGRAM LETTER: 25-03

TO: HEALTH CARE PROGRAM FOR CHILDREN IN FOSTER CARE ADMINISTRATORS

SUBJECT: HEALTH CARE PROGRAM FOR CHILDREN IN FOSTER CARE FISCAL YEAR 2025-2026 ALLOCATION

The purpose of this letter is to provide each local Health Care Program for Children in Foster Care (HCPCFC) with their Fiscal Year (FY) 2025-2026 allocation.

This letter serves as each local program's approved state HCPCFC budget and enables each local program to use this letter to develop their budget. Budget approval letters will not be issued. Detailed budget information may be found in the HCPCFC Financial Policy and Procedure (FP&P) Manual.

Acceptance of funds constitutes an agreement that the receiving local program and its agency will comply with all federal and state requirements pertaining to the HCPCFC and adhere to all applicable policies and procedures set forth by the California Department of Social Services (CDSS) and the Department of Health Care Services (DHCS). Periodically, the federal program responsible for oversight of the Medicaid program and related state administrative expenditures, will conduct programmatic audits. Findings of a federal audit exception and subsequent liability for repayment of federal Medicaid funds related to the HCPCFC audit exception, are the exclusive and sole responsibility of each local program.

Each local program remains responsible for overseeing and tracking its expenditures. and will only be reimbursed up to the county's authorized allocation. An audit file must be maintained. At a minimum this audit file should include:

- Documentation of required time studies, performed during one or more representative months of the fiscal quarter for each budgeted position claimed under Federal Financial Participation (FFP).
- Documentation in support of claimed expenditures.
- Documentation to demonstrate compliance with all federal and state requirements pertaining to the HCPCFC, and adherence to all applicable policies and procedures set forth by CDSS and DHCS.

Local programs should maintain and be prepared to produce the audit file to State and Federal entities within seven (7) calendar days of a request.

Budget Reporting Instructions

- Utilize the HCPCFC Budget Workbook.
  Budget workbooks may be found in the Templates section of the ISCD Budget Portal [1] or by request to HCPCFC@dhcs.ca.gov. Questions regarding the ISCD Budget Portal may be directed to ISCDFiscal@dhcs.ca.gov.

- Sign with a wet signature OR electronically using Adobe Acrobat Pro DC Self-signed with Digital ID [2] function or DocuSign. [3]
  If access to either of these programs is not available, scanned signature will be accepted, with the original signature kept in the local audit file.

- Submit the following electronically to the ISCD Budget Portal:
  - Excel version of the HCPCFC Budget Workbook and,
  - Signed PDF version of the HCPCFC Budget Workbook.

- Submit only the information requested in the HCPCFC Budget Workbook. Be prepared to provide ISCD with additional documentation to demonstrate compliance with program requirements, upon request.

- Submit by September 1, 2025.
  If all necessary signatures cannot be obtained by this date, submit completed excel workbooks by the deadline and contact ISCDFiscal@dhcs.ca.gov to request an extension for submission of required signatures.

Staffing Flexibilities

Flexibilities from FY 2024-2025 will be extended to FY 2025-2026 with the understanding the allocation can only be utilized for administrative functions. DHCS may ask counties clarifying questions on a case-by-case basis if unclear on how positions funded under their administrative budget are supporting administrative functions as outlined in the HCPCFC FP&P.

[1] ISCD Budget Portal
[2] Manage Digital IDS in Adobe
[3] Docusign, How to Sign a Document

Fiscal questions may be directed to: ISCDFiscal@dhcs.ca.gov. All other questions may be directed to the central program inbox: HCPCFC@dhcs.ca.gov.

Sincerely,

ORIGINAL SIGNED BY

Joseph Billingsley

Assistant Deputy Director
Health Care Delivery Systems
Department of Health Care Services

Attachments:

1. FY 2025-2026 HCPCFC Allocation Tables
    A. Base Allocation
    B. Psychotropic Medication Monitoring & Oversight
    C. Caseload Relief
    D. Administrative Allocation

Attachment 1A:
Health Care Program for Children in Foster Care
Base Allocation
(07/01/2025 through 06/30/2026)

County/City	State General Funds	Federal Funds	Total Funds
Alameda	$196,920	$590,711	$787,631
Alpine	$3,000	$9,000	$12,000
Amador	$9,101	$27,299	$36,400
Butte	$63,123	$189,353	$252,476
Calaveras	$10,262	$30,784	$41,046
Colusa	$6,002	$18,006	$24,008
Contra Costa	$100,299	$300,873	$401,172
Del Norte	$14,328	$42,982	$57,310
El Dorado	$23,042	$69,120	$92,162
Fresno	$343,690	$1,030,985	$1,374,675
Glenn	$8,132	$24,395	$32,527
Humboldt	$48,601	$145,790	$194,391
Imperial	$47,632	$142,886	$190,518
Inyo	$3,000	$9,000	$12,000
Kern	$338,655	$1,015,883	$1,354,538
Kings	$54,797	$164,377	$219,174
Lake	$15,103	$45,305	$60,408
Lassen	$9,294	$27,880	$37,174
Los Angeles	$2,725,705	$8,176,438	$10,902,143
Madera	$46,471	$139,401	$185,872
Marin	$16,846	$50,533	$67,379
Mariposa	$3,000	$9,000	$12,000
Mendocino	$37,370	$112,101	$149,471
Merced	$109,981	$329,915	$439,896
Modoc	$4,453	$13,359	$17,812
Mono	$3,000	$9,000	$12,000
Monterey	$35,628	$106,874	$142,502
Napa	$13,746	$41,239	$54,985
Nevada	$7,551	$22,653	$30,204
Orange	$419,398	$1,258,092	$1,677,490
Placer	$33,691	$101,066	$134,757
Plumas	$6,777	$20,329	$27,106
Riverside	$641,683	$1,924,893	$2,566,576
Sacramento	$237,775	$713,267	$951,042
San Benito	$5,615	$16,844	$22,459
San Bernardino	$924,574	$2,773,495	$3,698,069

Attachment 1A:
Health Care Program for Children in Foster Care
Base Allocation
(07/01/2025 through 06/30/2026)

County/City	State General Funds	Federal Funds	Total Funds
San Diego	$303,028	$909,009	$1,212,037
San Francisco	$120,243	$360,700	$480,943
San Joaquin	$210,667	$631,950	$842,617
San Luis Obispo	$47,439	$142,305	$189,744
San Mateo	$21,686	$65,054	$86,740
Santa Barbara	$82,098	$246,275	$328,373
Santa Clara	$83,841	$251,502	$335,343
Santa Cruz	$25,365	$76,090	$101,455
Shasta	$76,483	$229,430	$305,913
Sierra	$3,000	$9,000	$12,000
Siskiyou	$15,103	$45,305	$60,408
Solano	$60,993	$182,964	$243,957
Sonoma	$77,258	$231,754	$309,012
Stanislaus	$85,003	$254,987	$339,990
Sutter	$17,427	$52,275	$69,702
Tehama	$23,429	$70,281	$93,710
Trinity	$4,066	$12,198	$16,264
Tulare	$166,133	$498,358	$664,491
Tuolumne	$11,811	$35,431	$47,242
Ventura	$79,968	$239,886	$319,854
Yolo	$47,052	$141,143	$188,195
Yuba	$34,079	$102,227	$136,306
City of Berkeley	$6,583	$19,748	$26,331
Total	**$8,171,000**	**$24,511,000**	**$32,682,000**

Attachment 1B:
Health Care Program for Children in Foster Care
Psychotropic Medication Monitoring and Oversight Allocation
(07/01/2025 through 06/30/2026)

County/City	State General Funds	Federal Funds	Total Funds
Alameda	$40,795	$122,386	$163,181
Alpine	$3,659	$10,975	$14,634
Amador	$3,659	$10,975	$14,634
Butte	$18,293	$54,878	$73,171
Calaveras	$3,659	$10,975	$14,634
Colusa	$3,659	$10,975	$14,634
Contra Costa	$36,585	$109,756	$146,341
Del Norte	$3,659	$10,975	$14,634
El Dorado	$10,976	$32,926	$43,902
Fresno	$54,878	$164,634	$219,512
Glenn	$3,659	$10,975	$14,634
Humboldt	$7,317	$21,951	$29,268
Imperial	$14,634	$43,903	$58,537
Inyo	$3,659	$10,975	$14,634
Kern	$40,244	$120,732	$160,976
Kings	$7,317	$21,951	$29,268
Lake	$7,317	$21,951	$29,268
Lassen	$3,659	$10,975	$14,634
Los Angeles	$526,829	$1,580,488	$2,107,317
Madera	$3,659	$10,975	$14,634
Marin	$3,659	$10,975	$14,634
Mariposa	$3,659	$10,975	$14,634
Mendocino	$10,976	$32,926	$43,902
Merced	$10,976	$32,926	$43,902
Modoc	$3,659	$10,975	$14,634
Mono	$3,659	$10,975	$14,634
Monterey	$14,634	$43,903	$58,537
Napa	$3,659	$10,975	$14,634
Nevada	$3,659	$10,975	$14,634
Orange	$47,561	$142,683	$190,244
Placer	$7,317	$21,951	$29,268
Plumas	$3,659	$10,975	$14,634
Riverside	$102,439	$307,317	$409,756
Sacramento	$73,171	$219,512	$292,683
San Benito	$3,659	$10,975	$14,634

Attachment 1B:
Health Care Program for Children in Foster Care
Psychotropic Medication Monitoring and Oversight Allocation
(07/01/2025 through 06/30/2026)

County/City	State General Funds	Federal Funds	Total Funds
San Bernardino	$142,683	$428,049	$570,732
San Diego	$80,488	$241,463	$321,951
San Francisco	$25,610	$76,829	$102,439
San Joaquin	$51,220	$153,658	$204,878
San Luis Obispo	$14,634	$43,903	$58,537
San Mateo	$10,976	$32,926	$43,902
Santa Barbara	$14,634	$43,903	$58,537
Santa Clara	$36,585	$109,756	$146,341
Santa Cruz	$7,317	$21,951	$29,268
Shasta	$14,634	$43,903	$58,537
Sierra	$3,658	$10,976	$14,634
Siskiyou	$3,658	$10,976	$14,634
Solano	$10,975	$32,927	$43,902
Sonoma	$18,292	$54,879	$73,171
Stanislaus	$29,267	$87,806	$117,073
Sutter	$7,316	$21,952	$29,268
Tehama	$3,658	$10,976	$14,634
Trinity	$3,658	$10,976	$14,634
Tulare	$21,951	$65,855	$87,806
Tuolumne	$3,658	$10,977	$14,635
Ventura	$25,609	$76,831	$102,440
Yolo	$14,634	$43,904	$58,538
Yuba	$7,316	$21,953	$29,269
City of Berkeley	$3,107	$9,322	$12,429
Total	**$1,650,000**	**$4,950,000**	**$6,600,000**

Attachment 1C:
Health Care Program for Children in Foster Care
Caseload Relief Allocation
(07/01/2025 through 06/30/2026)

County/City	State General Funds	Federal Funds	Total Funds
Alameda	$97,126	$291,374	$388,500
Alpine	$0	$0	$0
Amador	$3,996	$11,989	$15,985
Butte	$36,351	$109,051	$145,402
Calaveras	$5,836	$17,509	$23,345
Colusa	$3,172	$9,516	$12,688
Contra Costa	$67,880	$203,639	$271,519
Del Norte	$4,821	$14,464	$19,285
El Dorado	$19,095	$57,285	$76,380
Fresno	$133,095	$399,283	$532,378
Glenn	$5,075	$15,226	$20,301
Humboldt	$23,346	$70,036	$93,382
Imperial	$28,611	$85,832	$114,443
Inyo	$1,161	$3,483	$4,644
Kern	$109,940	$329,818	$439,758
Kings	$24,171	$72,511	$96,682
Lake	$10,341	$31,021	$41,362
Lassen	$4,314	$12,942	$17,256
Los Angeles	$1,389,880	$4,169,636	$5,559,516
Madera	$21,125	$63,376	$84,501
Marin	$5,963	$17,890	$23,853
Mariposa	$1,903	$5,710	$7,613
Mendocino	$17,318	$51,956	$69,274
Merced	$33,495	$100,487	$133,982
Modoc	$963	$2,889	$3,852
Mono	$0	$0	$0
Monterey	$27,659	$82,978	$110,637
Napa	$8,310	$24,932	$33,242
Nevada	$3,996	$11,989	$15,985
Orange	$150,604	$451,810	$602,414

Attachment 1C:
Health Care Program for Children in Foster Care
Caseload Relief Allocation
(07/01/2025 through 06/30/2026)

County/City	State General Funds	Federal Funds	Total Funds
Placer	$14,211	$42,632	$56,843
Plumas	$3,172	$9,516	$12,688
Riverside	$219,497	$658,493	$877,990
Sacramento	$151,429	$454,285	$605,714
San Benito	$3,679	$11,038	$14,717
San Bernardino	$381,013	$1,143,039	$1,524,052
San Diego	$173,441	$520,324	$693,765
San Francisco	$57,856	$173,568	$231,424
San Joaquin	$98,139	$294,419	$392,558
San Luis Obispo	$26,328	$78,981	$105,309
San Mateo	$18,206	$54,621	$72,827
Santa Barbara	$28,357	$85,071	$113,428
Santa Clara	$74,668	$224,002	$298,670
Santa Cruz	$17,382	$52,147	$69,529
Shasta	$28,166	$84,500	$112,666
Sierra	$0	$0	$0
Siskiyou	$6,725	$20,174	$26,899
Solano	$27,469	$82,407	$109,876
Sonoma	$33,433	$100,297	$133,730
Stanislaus	$48,214	$144,641	$192,855
Sutter	$11,102	$33,305	$44,407
Tehama	$13,830	$41,489	$55,319
Trinity	$3,299	$9,896	$13,195
Tulare	$67,371	$202,115	$269,486
Tuolumne	$6,660	$19,983	$26,643
Ventura	$53,606	$160,818	$214,424
Yolo	$27,216	$81,647	$108,863
Yuba	$13,701	$41,109	$54,810
City of Berkeley	$2,283	$6,851	$9,134
Total	**$3,850,000**	**$11,550,000**	**$15,400,000**

Attachment 1D:
Health Care Program for Children in Foster Care
Administrative Allocation [4]
(07/01/2025 through 06/30/2026)

County/City	State General Funds	Federal Funds	Total Funds
Alameda	$185,202	$185,202	$370,404
Alpine	$141,630	$141,630	$283,260
Amador	$173,446	$173,446	$346,891
Butte	$165,235	$165,235	$330,469
Calaveras	$153,409	$153,409	$306,818
Colusa	$174,031	$174,031	$348,062
Contra Costa	$235,226	$235,226	$470,451
Del Norte	$133,602	$133,602	$267,204
El Dorado	$165,455	$165,455	$330,910
Fresno	$165,913	$165,913	$331,826
Glenn	$163,650	$163,650	$327,300
Humboldt	$177,535	$177,535	$355,070
Imperial	$156,439	$156,439	$312,877
Inyo	$171,618	$171,618	$343,236
Kern	$184,290	$184,290	$368,580
Kings	$145,086	$145,086	$290,171
Lake	$167,277	$167,277	$334,553
Lassen	$130,359	$130,359	$260,718
Los Angeles	$1,451,016	$1,451,016	$2,902,031
Madera	$161,899	$161,899	$323,798
Marin	$186,418	$186,418	$372,835
Mariposa	$179,647	$179,647	$359,293
Mendocino	$155,844	$155,844	$311,687
Merced	$118,845	$118,845	$237,689
Modoc	$98,106	$98,106	$196,212
Mono	$167,416	$167,416	$334,831
Monterey	$135,941	$135,941	$271,881
Napa	$212,025	$212,025	$424,049
Nevada	$158,820	$158,820	$317,640

[4] DHCS reallocated the CHDP Program budget county allocation starting in FY 24-25 to the HCPCFC Administrative Budget and the California Children's Services (CCS) Monitoring and Oversight. Please refer to the CCS Monitoring and Oversight Allocation Letter for state's approved budget.

Attachment 1D:
Health Care Program for Children in Foster Care
Administrative Allocation [4]
(07/01/2025 through 06/30/2026)

County/City	State General Funds	Federal Funds	Total Funds
Orange	$206,722	$206,722	$413,443
Placer	$176,852	$176,852	$353,703
Plumas	$145,069	$145,069	$290,138
Riverside	$302,178	$302,178	$604,356
Sacramento	$203,518	$203,518	$407,035
San Benito	$143,519	$143,519	$287,037
San Bernardino	$374,015	$374,015	$748,029
San Diego	$176,027	$176,027	$352,053
San Francisco	$254,689	$254,689	$509,378
San Joaquin	$176,593	$176,593	$353,185
San Luis Obispo	$193,576	$193,576	$387,152
San Mateo	$232,245	$232,245	$464,489
Santa Barbara	$191,018	$191,018	$382,035
Santa Clara	$223,513	$223,513	$447,025
Santa Cruz	$182,005	$182,005	$364,009
Shasta	$163,380	$163,380	$326,759
Sierra	$161,807	$161,807	$323,614
Siskiyou	$148,359	$148,359	$296,718
Solano	$187,455	$187,455	$374,910
Sonoma	$205,938	$205,938	$411,875
Stanislaus	$176,247	$176,247	$352,493
Sutter	$168,371	$168,371	$336,741
Tehama	$208,019	$208,019	$416,037
Trinity	$152,356	$152,356	$304,712
Tulare	$159,766	$159,766	$319,531
Tuolumne	$161,118	$161,118	$322,236
Ventura	$179,261	$179,261	$358,521
Yolo	$190,946	$190,946	$381,891
Yuba	$198,234	$198,234	$396,467
City of Berkeley	$220,341	$220,341	$440,682
Total	**$11,878,500**	**$11,878,500**	**$23,757,000**

[4] DHCS reallocated the CHDP Program budget county allocation starting in FY 24-25 to the HCPCFC Administrative Budget and the California Children's Services (CCS) Monitoring and Oversight. Please refer to the CCS Monitoring and Oversight Allocation Letter for state's approved budget.

PLUMAS COUNTY
PUBLIC HEALTH AGENCY
MEMORANDUM

TO:	**Honorable Chair and Board of Supervisors**
FROM:	**Audrey Rice, Management Analyst I**
MEETING DATE:	**November 4, 2025**
SUBJECT:	**Approve and authorize Chair to sign a certification statement from the California Department of Health Care Services for the California Children's Services program; approved as to form by County Counsel.**

Recommendation:
The Director of the Public Health Agency respectfully recommends that the board approve and direct the Chair to sign the required certification statement from the California Department of Health Care Services for the California Children's Services program on behalf of Plumas County.

Background and Discussion:
As the Board is aware, the Plumas County Public Health Agency delivers various clinical and health education programs for Plumas County residents on behalf of several state and federal agencies. The agency receives funds from the California Department of Health Care Services to administer the California Children's Services (CCS) program. To receive these funds, the Public Health Agency and Plumas County must certify that we will adhere to the mandated requirements and scope of work for the program.

Action:

Approve and authorize Chair to sign a certification statement from the California Department of Health Care Services for the California Children's Services program; approved as to form by County Counsel.

Fiscal Impact:

(No General Fund Impact) (None)

Attachments:
1. 6884 Admin Baseline Budget Smaller Counties Forms FINAL
2. 6884 CCS Allocation FINAL

Certification Statement - California Children's Services (CCS)

County/City: Plumas Fiscal Year: 2526

I certify that the CCS Program will comply with all applicable provisions of Health and Safety Code, Division 106, Part 2, Chapter 3, Article 5, (commencing with Section 123800) and Chapters 7 and 8 of the Welfare and Institutions Code (commencing with Sections 14000- 14200), and any applicable rules or regulations promulgated by DHCS pursuant to this article and these Chapters. I further certify that this CCS Program will comply with the Fiscal Guideance Manual. I further certify that this CCS Program will comply with all federal laws and regulations governing and regulating recipients of funds granted to states for medical assistance pursuant to Title XIX of the Social Security Act (42 U.S.C. Section 1396 et seq.) and recipients of funds allotted to states for the Maternal and Child Health Services Block Grant pursuant to Title V of the Social Security Act (42 U.S.C. Section 701 et seq.). I further agree that this CCS Program may be subject to all sanctions or other remedies applicable if this CCS Program violates any of the above laws, regulations and policies with which it has certified it will comply.

Signature of CCS Administrator		Date Signed
Signature of Director or Health Officer		Date Signed
Signature and Title of Other – Optional		Date Signed
I certify that this plan has been approved by the local governing body.		
Signature of Local Governing Body Chairperson		Date

Approved as to form:
Stephen Schofield, Attorney
County Counsel's Office

Agency Information Sheet

County/City: PLUMAS

Official Agency Public Health Agency

Fiscal Year: 2526

Name:	Public Health Agency	Address:	270 County Hospital Road St 206
Health Officer	Dr. Mark Satterfield		Quincy CA 95971

CMS Director (if applicable)

Name:		Address:	
Phone:			
		E-Mail:	

CCS Administrator

Name:	Tina Venable	Address:	Same
Phone:	530 283 6330		
	530 283 6425	E-Mail:	tinavenable@countyofplumas.com

Clerk of the Board of Supervisors or City Council

Name:	Allen Hiskey	Address:	520 Main St Room 309
Phone:	530 283 6350		Quincy CA 95971
		E-Mail:	pcbs@countyofplumas.com

CCS CASELOAD	Actual Caseload	Percent of Total CCS Caseload
STRAIGHT CCS - Total Cases of Open (Active) Straight CCS Children	7	8.64%
OTLICP - Total Cases of Open (Active) OTLICP Children	16	19.75%
MEDI-CAL - Total Cases of Open (Active) Medi-Cal (Non-OTLICP) Children	58	71.60%
TOTAL CCS CASELOAD	**81**	**100%**

CCS Administrative Baseline Budget Worksheet

Fiscal Year: 2025-26

County:

CALIFORNIA DEPA
HEALTH CARE

					Straight CCS		Optional Targeted Low Income Children's Program (OTLICP)		Medi-Cal (Non-OTLICP)					
Column	**1**	**2**	**3**	**4A**	**4**	**5A**	**5**	**6A**	**6**	**7A**	**7**	**8A**	**8**
Category/Line Item	**% FTE**	**Annual Salary**	**Total Budget (1 x 2 or 4 + 5 +6)**	**Caseload %**	**Straight CCS County/State (50/50)**	**Caseload %**	**Optional Targeted Low Income Children's Program (OTLICP) Co/State/Fed (17.5/17.5/65)**	**Caseload %**	**Medi-Cal State/Federal**	**Enhanced % FTE**	**Enhanced Medi-Cal State/Federal (25/75)**	**Non-Enhanced % FTE**	**Non-Enhanced Medi-Cal State/Federal (50/50)**
I. Personnel Expense													
Program Administration													
1. Jessica Ahmadia, LVN	10.00%	52,261	5,226	8.64%	452	19.75%	1,032	71.60%	3,742			100.00%	3,742
2. Rebecca Guy-White, RN	5.00%	72,161	3,608	8.64%	312	19.75%	713	71.60%	2,584			100.00%	2,584
3. Employee Name, Position	0.00%	0	0	8.64%	0	19.75%	0	71.60%	0			100.00%	0
4. Employee Name, Position	0.00%	0	0	8.64%	0	19.75%	0	71.60%	0			100.00%	0
5. Employee Name, Position	0.00%	0	0	8.64%	0	19.75%	0	71.60%	0			100.00%	0
Subtotal		124,422	8,834		764		1,745		6,326				6,326
Medical Case Management													
1. Jessica Ahmadia	40.00%	52,261	20,904	8.64%	1,807	19.75%	4,129	71.60%	14,968	100.00%	14,968	0.00%	0
2. Rebecca Guy-White	5.00%	72,161	3,608	8.64%	312	19.75%	713	71.60%	2,584	100.00%	2,584	0.00%	0
3. Terri Smith, PHN, RN	10.00%	98,616	9,862	8.64%	852	19.75%	1,948	71.60%	7,062	0.00%	0	100.00%	7,062
4. Heather Walls, RN	10.00%	69,739	6,974	8.64%	603	19.75%	1,378	71.60%	4,994	0.00%	0	100.00%	4,994
5. Employee Name, Position	0.00%	0	0	8.64%	0	19.75%	0	71.60%	0	0.00%	0	100.00%	0
6. Employee Name, Position	0.00%	0	0	8.64%	0	19.75%	0	71.60%	0	0.00%	0	100.00%	0
7. Employee Name, Position	0.00%	0	0	8.64%	0	19.75%	0	71.60%	0	0.00%	0	100.00%	0
8. Employee Name, Position	0.00%	0	0	8.64%	0	19.75%	0	71.60%	0	0.00%	0	100.00%	0
Subtotal		292,777	41,348		3,574		8,168		29,608		17,552		12,056
Other Health Care Professionals													
1. Tina Venable, DON	5.00%	161,026	8,051	8.64%	696	19.75%	1,590	71.60%	5,765	0.00%	0	100.00%	5,765
2. Employee Name, Position	0.00%	0	0	8.64%	0	19.75%	0	71.60%	0	0.00%	0	100.00%	0
3. Employee Name, Position	0.00%	0	0	8.64%	0	19.75%	0	71.60%	0	0.00%	0	100.00%	0
Subtotal		161,026	8,051		696		1,590		5,765		0		5,765
Ancillary Support													
1. Amy Roe, Department Fiscal Officer	5.00%	48,434	2,422	8.64%	209	19.75%	478	71.60%	1,734			100.00%	1,734
2. Employee Name, Position	0.00%	0	0	8.64%	0	19.75%	0	71.60%	0			100.00%	0
3. Employee Name, Position	0.00%	0	0	8.64%	0	19.75%	0	71.60%	0			100.00%	0
4. Employee Name, Position	0.00%	0	0	8.64%	0	19.75%	0	71.60%	0			100.00%	0
5. Employee Name, Position	0.00%	0	0	8.64%	0	19.75%	0	71.60%	0			100.00%	0
Subtotal		48,434	2,422		209		478		1,734				1,734
Clerical and Claims Support													
1. Employee Name, Position	0.00%	0	0	8.64%	0	19.75%	0	71.60%	0	0.00%	0	100.00%	0
2. Employee Name, Position	0.00%	0	0	8.64%	0	19.75%	0	71.60%	0	0.00%	0	100.00%	0
3. Employee Name, Position	0.00%	0	0	8.64%	0	19.75%	0	71.60%	0	0.00%	0	100.00%	0
4. Employee Name, Position	0.00%	0	0	8.64%	0	19.75%	0	71.60%	0	0.00%	0	100.00%	0
5. Employee Name, Position	0.00%	0	0	8.64%	0	19.75%	0	71.60%	0	0.00%	0	100.00%	0
Subtotal		0	0		0		0		0		0		0
Total Salaries and Wages			60,655	8.64%	5,242	19.75%	11,981	71.60%	43,433	40.41%	17,552	59.59%	25,881
Staff Benefits (Specify %)	43.50%		26,385	8.64%	2,280	19.75%	5,212	71.60%	18,893		7,635		11,258
I. Total Personnel Expense			87,040	8.64%	7,522	19.75%	17,193	71.60%	62,326		25,187		37,139
II. Operating Expense													
1. Travel			300	8.64%	26	19.75%	59	71.60%	215	40.41%	87	59.59%	128
2. Training			400	8.64%	35	19.75%	79	71.60%	286	40.41%	116	59.59%	170
3. Communications			300	8.64%	26	19.75%	59	71.60%	215			100.00%	215
4. Office expense			300	8.64%	26	19.75%	59	71.60%	215			100.00%	215
5. Space rent			1,200	8.64%	104	19.75%	237	71.60%	859			100.00%	859
6. Client Care/Transportation			10,000	8.64%	864	19.75%	1,975	71.60%	7,160			100.00%	7,160
7.				8.64%	0	19.75%	0	71.60%	0			100.00%	0
II. Total Operating Expense			12,500		1,081		2,468		8,950		203		8,747
III. Capital Expense													
1.				8.64%	0	19.75%	0	71.60%	0				0
2.				8.64%	0	19.75%	0	71.60%	0				0
3.				8.64%	0	19.75%	0	71.60%	0				0
III. Total Capital Expense			0		0		0		0				0
IV. Indirect Expense													
1. Indirect Cost Rate	25.00%		21,760	8.64%	1,880	19.75%	4,298	71.60%	15,581			100.00%	15,581
			0	8.64%	0	19.75%	0	71.60%	0			100.00%	0
IV. Total Indirect Expense			21,760		1,880		4,298		15,581				15,581
V. Other Expense													
1. Maintenance & Transportation			2,000	8.64%	173	19.75%	395	71.60%	1,432			100.00%	1,432
2.				8.64%	0	19.75%	0	71.60%	0			100.00%	0
3.				8.64%	0	19.75%	0	71.60%	0			100.00%	0
4.				8.64%	0	19.75%	0	71.60%	0			100.00%	0
5.				8.64%	0	19.75%	0	71.60%	0			100.00%	0
V. Total Other Expense			2,000		173		395		1,432				1,432
Budget Grand Total			123,300		10,656		24,354		88,289		25,390		62,899

Prepared By (Signature) | Prepared By (Printed Name) | Date Prepared | Phone Number

CCS Administrator (Signature) | CCS Administrator (Printed Name) | Date Signed | Phone Number

CCS CASELOAD	Actual Caseload	Percent of Total CCS Caseload
STRAIGHT CCS - Total Cases of Open (Active) Straight CCS Children	7	8.64%
OTLICP - Total Cases of Open (Active) OTLICP Children	16	19.75%
MEDI-CAL - Total Cases of Open (Active) Medi-Cal (non-OTLICP) Children	58	71.60%
TOTAL CCS CASELOAD	**81**	**100%**

CCS Administrative Baseline Budget Summary

Fiscal Year: **2025-26**

County:

	Col 1 = Col 2+3+4	Straight CCS	OTLICP	Medi-Cal (non-OTLICP) (Column 4 = Columns 5 + 6)		
Column	**1**	**2**	**3**	**4**	**5**	**6**
Category/Line Item	**Total Budget**	**Straight CCS County/State (50/50)**	**Optional Targeted Low Income Children's Program (OTLICP) County/State/Fed (17.5/17.5/65)**	**Medi-Cal State/Federal**	**Enhanced Medi-Cal State/Federal (25/75)**	**Non-Enhanced Medi-Cal State/Federal (50/50)**
I. Total Personnel Expense	87,040	7,522	17,193	62,326	25,187	37,139
II. Total Operating Expense	12,500	1,081	2,468	8,950	203	8,747
III. Total Capital Expense	0	0	0	0		0
IV. Total Indirect Expense	21,760	1,880	4,298	15,581		15,581
V. Total Other Expense	2,000	173	395	1,432		1,432
Budget Grand Total	123,300	10,656	24,354	88,289	25,390	62,899

	Col 1 = Col 2+3+4	Straight CCS	OTLICP	Medi-Cal (non-OTLICP) (Column 4 = Columns 5 + 6)		
Column	**1**	**2**	**3**	**4**	**5**	**6**
Source of Funds	**Total Budget**	**Straight CCS County/State (50/50)**	**Optional Targeted Low Income Children's Program (OTLICP) County/State/Fed (17.5/17.5/65)**	**Medi-Cal State/Federal**	**Enhanced Medi-Cal State/Federal (25/75)**	**Non-Enhanced Medi-Cal State/Federal (50/50)**
Straight CCS						
State	5,328	5,328				
County	5,328	5,328				
OTLICP						
State	4,262		4,262			
County	4,262		4,262			
Federal (Title XXI)	15,830		15,830			
Medi-Cal						
State	37,798			37,798	6,348	31,450
Federal (Title XIX)	50,491			50,491	19,042	31,449

Prepared By (Signature) | Prepared By (Printed Name) | Email Address

CCS Administrator (Signature) | CCS Administrator (Printed Name) | Email Address

FY 20XX-2X

Instructions & Tips for CCS Administrative Baseline Budget Worksheet & Summary Forms

Formulas and Worksheet Protection:

Selected cells within the CCS Administrative Budget Worksheet and CCS Administrative Budget Summary worksheets are protected to preserve the formulas embedded within the document. If additional rows need to be added/deleted, or formulas need to be adjusted per the instructions below, you can unprotect the worksheet and make any necessary changes. ***A password is not required.***

CCS Caseload:

Enter Actual CCS Caseload into the CCS Caseload box on the CCS Administrative Budget Worksheet. The caseload figures will auto-populate to the CCS Administrative Summary form. For the CCS Baseline Budget (Allocation) process, counties must utilize active caseloads as reflected on the SCD-provided caseload tables; pending cases should not be included.

Staff Benefits - Total:

The CCS Administrative Budget Worksheet is set to auto-calculate when a Staff Benefits percentage is entered in the designated cell in Column B. If actual benefit costs are utilized, enter in Column E (Column 3) and correct the cell in Column B to reflect staff benefits %.

Staff Benefits - Enhanced:

The CCS Administrative Budget Worksheet is set to auto-calculate Enhanced Staff Benefits (Column 7) based upon Enhanced % FTE as listed in Column 7A of the Total Salaries and Wages. If actual costs are utilized, enter in Column 7 within the Staff Benefits row.

Operating Expense: Travel - Enhanced:

The CCS Administrative Budget Worksheet is set to auto-calculate Enhanced Travel costs (Column 7) based upon Enhanced % FTE as listed in Column 7A of the Total Salaries and Wages. If actual costs are utilized, enter in Column 7 within the Travel row.

Operating Expense: Training - Enhanced:

The CCS Administrative Budget Worksheet is set to auto-calculate Enhanced Training costs (Column 7) based upon Enhanced % FTE as listed in Column 7A of the Total Salaries and Wages. If actual costs are utilized, enter in Column 7 within the Training row.

Indirect Expense - Internal:

The CCS Administrative Budget Worksheet is set to auto-calculate when an Internal Indirect Expense percentage is entered in the designated cell in Column B. If actual Internal Indirect Expenses are utilized, enter in Column E (Column 3) and correct the cell in Column B to reflect the appropriate %.

Indirect Expense - External:

The CCS Administrative Budget Worksheet is set to auto-calculate when an External Indirect Expense percentage is entered in the designated cell in Column B. If actual External Indirect Expenses are utilized, enter in Column E (Column 3) and correct the cell in Column B to reflect the appropriate %.

CALIFORNIA DEPARTMENT OF HEALTH CARE SERVICES

Michelle Baass | Director

DATE: August 29, 2025

CCS Information Notice: 25-02

TO: CALIFORNIA CHILDREN'S SERVICES PROGRAM ADMINISTRATORS

SUBJECT: FISCAL YEAR 2025-2026 COUNTY ALLOCATIONS FOR CALIFORNIA CHILDREN'S SERVICES COUNTY ADMINISTRATION, COMPLIANCE MONITORING AND OVERSIGHT (REVISED)

The purpose of this California Children's Services (CCS) Information Notice is to provide County CCS Programs with their CCS Program County Administrative and Compliance Monitoring and Oversight (M&O) approved budget allocations for fiscal year (FY) 2025-26. The Department of Health Care Services (DHCS) will not issue individual county budget notices.

- **CCS OTLICP and Medi-Cal Administrative Allocation:** This allocation is based on each county's average expenditures from FY 200-21 through FY 2023-24 and the county's average caseload for calendar year (CY) 2024.
- **CCS State-only Administrative Allocation (REVISED):** This allocation was distributed proportionally based on the county's baseline budgets for FY 2025-26 and average caseload for calendar year (CY) 2024.
- **CCS M&O Allocation**: This allocation is based on each county's average caseload for CY 2024.

Each county remains responsible for overseeing and tracking its administrative budget and expenditures and will only be reimbursed up to the county's authorized allocation. In addition, counties cannot shift funding between CCS Program participation categories (i.e., "straight" CCS, CCS/Medi-Cal, and CCS/Optional Targeted Low-Income Children Program).

County CCS Programs must adhere to DHCS guidelines for the determination of enhanced and non-enhanced designation of local county CCS Program staff. The documentation for skilled professional medical personnel who qualify for enhanced Federal Financial Participation (FFP) or who work on more than one program must conform to the FFP time study requirements and guidelines.

County CCS programs that opt to participate in the new CCS M&O activities by submitting their County Quarterly and Annual Reports will be eligible to invoice for additional CCS M&O allocations. To be eligible for the M&O allocations, counties must (1) inform DHCS of their intent to submit the reports and (2) submit a budget outlining how the funds will be used to support the new monitoring and oversight activities.

County CCS Programs must maintain an audit file. At a minimum, this audit file should include:

1. Documentation on required time studies performed during one or more representative months of the fiscal quarter for each budgeted position claimed under FFP.

2. Documentation in support of training, travel costs, and other claimed operational expenditures.

3. Documentation in support of claimed internal and external overhead costs.

County CCS Programs should maintain and be able to produce the audit file to State and Federal regulators within seven (7) calendar days of a request.

County CCS Programs are expected to comply with all Federal and State requirements pertaining to the CCS Program and must adhere to all applicable Department policies and procedures. County CCS Programs must submit invoices based only on actual CCS Program Administration Expenditures, in accordance with Section 7: Expenditure Claims and Property Management of the Plan and Fiscal Guidelines (PFG) manual.

County CCS Programs must submit CCS Program budgets for FY 2025–26 no later than October 1, 2025. Submissions must be made electronically through the ISCD Budget Portal at: https://iscdbudget.cloudapps.dhcs.ca.gov/. The most recent versions of PFG Sections 6 and 7—Budget Submission and Expenditure Claims—are also available for download through the portal.

Sincerely,

ORIGINAL SIGNED BY

Joseph Billingsley, Assistant Deputy Director
Health Care Delivery Services
Department of Health Care Services

Attachments:
Attachment A: CCS Administrative Allocation
Attachment B: CCS Monitoring and Oversight Allocation

Attachment A
CCS ADMINISTRATIVE ALLOCATION FY 2025-26

	COUNTY	CCS ADMIN ALLOCATION*	MC/OTLICP TOTAL ALLOCATION (GF/FF)**	MC/ OTLICP GF ONLY	MC/ OTLICP (TITLE 21) FF ONLY	TOTAL MEDI-CAL ALLOCATION (GF/FF)***	MEDI-CAL GF ONLY	MEDI-CAL (TITLE 19) FF ONLY
1	Alameda	$991,932	$1,337,267	$293,799	$1,043,468	$8,608,191	$3,710,052	$4,898,139
2	Alpine****	$0	$0	$0	$0	$132,618	$22,971	$109,648
3	Amador	$7,402	$68,857	$34,558	$34,299	$240,686	$81,551	$159,135
4	Butte	$19,841	$137,914	$48,479	$89,435	$947,581	$398,583	$548,997
5	Calaveras	$7,062	$49,331	$30,654	$18,676	$143,995	$29,839	$114,156
6	Colusa	$14,034	$97,641	$40,490	$57,151	$256,628	$89,782	$166,846
7	Contra Costa	$412,854	$727,081	$167,460	$559,621	$4,965,265	$1,908,897	$3,056,368
8	Del Norte	$9,593	$50,827	$30,991	$19,836	$172,372	$46,423	$125,949
9	El Dorado	$16,913	$115,898	$44,046	$71,852	$528,433	$183,891	$344,542
10	Fresno	$237,994	$569,000	$135,701	$433,299	$6,049,268	$2,447,493	$3,601,775
11	Glenn	$9,396	$71,706	$35,194	$36,512	$271,509	$88,636	$182,873
12	Humboldt	$20,021	$92,525	$39,502	$53,023	$532,591	$205,181	$327,411
13	Imperial	$52,448	$95,362	$40,048	$55,314	$592,453	$230,556	$361,897
14	Inyo	$6,364	$51,502	$31,154	$20,348	$170,812	$36,146	$134,666
15	Kern	$151,069	$405,212	$102,682	$302,530	$3,762,890	$1,560,664	$2,202,226
16	Kings	$24,506	$99,521	$40,681	$58,840	$545,251	$194,933	$350,318
17	Lake	$3,720	$55,057	$31,765	$23,292	$202,603	$57,574	$145,029
18	Lassen	$7,061	$44,294	$29,659	$14,635	$123,367	$20,753	$102,614
19	Los Angeles	$4,733,164	$4,282,136	$885,009	$3,397,128	$40,473,412	$15,175,075	$25,298,337
20	Madera	$92,739	$161,769	$53,511	$108,258	$1,178,326	$515,084	$663,242
21	Marin	$53,334	$127,374	$46,382	$80,992	$637,945	$278,119	$359,825
22	Mariposa	$10,786	$46,813	$30,181	$16,632	$156,364	$38,038	$118,326
23	Mendocino	$16,207	$84,441	$38,044	$46,398	$375,418	$148,968	$226,450

	COUNTY	CCS ADMIN ALLOCATION*	MC/OTLICP TOTAL ALLOCATION (GF/FF)**	MC/ OTLICP GF ONLY	MC/ OTLICP (TITLE 21) FF ONLY	TOTAL MEDI-CAL ALLOCATION (GF/FF)***	MEDI-CAL GF ONLY	MEDI-CAL (TITLE 19) FF ONLY
24	Merced	$20,831	$202,480	$61,623	$140,857	$1,207,695	$528,857	$678,839
25	Modoc	$785	$48,921	$30,630	$18,291	$151,801	$33,349	$118,453
26	Mono	$28,834	$91,702	$39,327	$52,375	$265,868	$81,811	$184,057
27	Monterey	$64,696	$145,874	$50,181	$95,693	$1,077,751	$410,002	$667,749
28	Napa	$31,112	$160,825	$54,049	$106,776	$581,085	$200,565	$380,520
29	Nevada	$5,392	$106,945	$41,641	$65,305	$427,480	$161,578	$265,902
30	Orange	$301,326	$1,001,099	$224,538	$776,561	$5,556,724	$2,439,666	$3,117,058
31	Placer	$47,755	$294,709	$76,801	$217,908	$1,451,795	$601,225	$850,569
32	Plumas	$5,484	$50,833	$30,960	$19,873	$129,062	$20,064	$108,998
33	Riverside	$673,092	$1,485,687	$322,050	$1,163,636	$11,023,909	$4,457,182	$6,566,727
34	Sacramento	$192,997	$983,229	$214,854	$768,375	$7,443,061	$2,992,085	$4,450,977
35	San Benito	$13,680	$58,882	$32,511	$26,371	$196,921	$59,205	$137,716
36	San Bernardino	$395,802	$1,380,276	$298,873	$1,081,403	$11,043,087	$4,705,053	$6,338,033
37	San Diego	$1,025,308	$1,837,332	$393,912	$1,443,419	$12,710,607	$5,500,006	$7,210,601
38	San Francisco	$157,947	$488,144	$117,546	$370,597	$3,171,040	$1,367,383	$1,803,657
39	San Joaquin	$165,055	$664,288	$155,167	$509,121	$3,918,336	$1,675,500	$2,242,836
40	San Luis Obispo	$47,337	$147,598	$50,397	$97,201	$731,563	$294,408	$437,155
41	San Mateo	$120,103	$200,791	$61,093	$139,698	$1,218,662	$496,829	$721,833
42	Santa Barbara	$90,358	$155,021	$51,975	$103,046	$837,597	$335,775	$501,822
43	Santa Clara	$857,222	$1,367,354	$297,046	$1,070,308	$8,065,409	$3,163,254	$4,902,155
44	Santa Cruz	$32,670	$119,973	$44,782	$75,191	$761,441	$298,203	$463,238
45	Shasta	$18,839	$151,300	$51,509	$99,791	$908,161	$411,129	$497,032
46	Sierra****	$0	$0	$0	$0	$120,684	$19,226	$101,457
47	Siskiyou	$7,905	$54,943	$31,833	$23,110	$225,578	$67,114	$158,463

COUNTY		CCS ADMIN ALLOCATION*	MC/OTLICP TOTAL ALLOCATION (GF/FF)**	MC/ OTLICP GF ONLY	MC/ OTLICP (TITLE 21) FF ONLY	TOTAL MEDI-CAL ALLOCATION (GF/FF)***	MEDI-CAL GF ONLY	MEDI-CAL (TITLE 19) FF ONLY
48	Solano	$49,937	$160,814	$53,244	$107,570	$953,670	$333,747	$619,923
49	Sonoma	$72,533	$367,662	$95,668	$271,994	$1,494,538	$649,964	$844,574
50	Stanislaus	$81,143	$381,925	$98,016	$283,909	$2,510,895	$1,080,116	$1,430,779
51	Sutter	$8,439	$117,123	$44,483	$72,640	$647,655	$229,271	$418,384
52	Tehama	$51,300	$60,855	$32,197	$28,658	$241,503	$81,233	$160,270
53	Trinity	$3,137	$46,089	$30,043	$16,046	$138,470	$28,642	$109,828
54	Tulare	$75,401	$298,289	$81,032	$217,257	$3,071,479	$1,311,038	$1,760,441
55	Tuolumne	$24,193	$66,234	$34,232	$32,002	$259,519	$75,727	$183,792
56	Ventura	$250,870	$716,060	$166,183	$549,877	$4,120,240	$1,770,146	$2,350,094
57	Yolo	$41,257	$152,850	$51,757	$101,093	$731,758	$296,351	$435,407
58	Yuba	$5,821	$86,659	$38,142	$48,517	$505,683	$178,439	$327,244
Total Allocation Statewide		**$11,867,000**	**$22,424,294**	**$5,688,285**	**$16,736,009**	**$158,968,706**	**$63,823,355**	**$95,145,351**

***CCS State Only Administrative Allocation**: This allocation was distributed proportionally based on the county's baseline budgets for FY 2025-26 and average caseload for calendar year (CY) 2024.*

****CCS OTLICP Combined (GF/FF) Administrative Allocation**: This allocation represents the total General Fund (GF) and Federal Fund (FF) funding for CCS OTLICP. The allocation is based on each county's average expenditures during FY 2020-21 through FY 2023-24 and the counties' average caseload for CY 2024.*

*****CCS Medi-Cal Combined (GF/FF) Administrative Allocation**: This allocation represents the total GF and FF funding for CCS Medi-Cal. The allocation is based on each county's average expenditures during FY 2020-21 through FY 2023-24 and the counties' average caseload for CY 2023.*

*******No CCS State-only Caseload:** These counties had zero CCS State-only caseload during CY 2024 and did not request funding in their FY 2025-26 baseline budget request. If the county's CCS State-only caseload changes during the year, the county may submit a CCS State-only invoice for consideration. If funds are available at the end of the fiscal year, DHCS will process a supplemental invoice.*

Attachment B
CCS MONITORING AND OVERSIGHT ALLOCATION FY 2025-26

	County	CCS Monitoring & Oversight
1	Alameda	$337,192
2	Alpine	$35,652
3	Amador	$41,635
4	Butte	$77,806
5	Calaveras	$43,537
6	Colusa	$44,592
7	Contra Costa	$238,491
8	Del Norte	$37,555
9	El Dorado	$61,463
10	Fresno	$362,796
11	Glenn	$44,959
12	Humboldt	$59,354
13	Imperial	$108,299
14	Inyo	$37,073
15	Kern	$336,096
16	Kings	$79,502
17	Lake	$48,902
18	Lassen	$37,715
19	Los Angeles	$2,022,545
20	Madera	$100,821
21	Marin	$60,661
22	Mariposa	$37,188
23	Mendocino	$50,919
24	Merced	$112,103
26	Modoc	$36,409
26	Mono	$39,640
27	Monterey	$110,935
28	Napa	$53,509
29	Nevada	$51,377
30	Orange	$426,401
31	Placer	$86,035

County		CCS Monitoring & Oversight
32	Plumas	$37,440
33	Riverside	$651,418
34	Sacramento	$360,832
35	San Benito	$46,931
36	San Bernardino	$675,217
37	San Diego	$696,620
38	San Francisco	$113,929
39	San Joaquin	$211,902
40	San Luis Obispo	$69,396
41	San Mateo	$84,456
42	Santa Barbara	$118,959
43	Santa Clara	$329,166
44	Santa Cruz	$66,530
45	Shasta	$65,980
46	Sierra	$35,744
47	Siskiyou	$43,446
48	Solano	$89,087
49	Sonoma	$87,094
50	Stanislaus	$217,307
51	Sutter	$71,961
52	Tehama	$58,552
53	Trinity	$36,661
54	Tulare	$301,932
55	Tuolumne	$43,698
56	Ventura	$271,218
57	Yolo	$63,067
58	Yuba	$68,294
Total Allocation Statewide		**$10,138,000**

PLUMAS COUNTY
PUBLIC HEALTH AGENCY
MEMORANDUM

TO:	**Honorable Chair and Board of Supervisors**
FROM:	**Audrey Rice, Management Analyst I**
MEETING DATE:	**November 4, 2025**
SUBJECT:	**Approve and authorize Chair to sign Amendment No. 1 to the agreement between Plumas County Public Health Agency and Ashley Blesse, RN, to amend the scope of work; (No General Fund Impact)** (HPP)**; approved as to form by County Counsel.**

Recommendation:

The Director of the Public Health Agency respectfully recommends that the Board of Supervisors approve and authorize Chair to sign Amendment No. 1 to the agreement between Plumas County Public Health Agency and Ashley Blesse, RN.

Background and Discussion:

On August 19, 2025, the Board of Supervisors approved an agreement between Plumas County Public Health Agency and Ashley Blesse, RN, to be the medical clinical advisor for Plumas, Sierra, and Lassen Counties. The parties agree to amend the agreement scope of work to make training and conferences optional for the contractor to attend.

Action:

Approve and authorize Chair to sign Amendment No. 1 to the agreement between Plumas County Public Health Agency and Ashley Blesse, RN, to amend the scope of work; (No General Fund Impact) (HPP); approved as to form by County Counsel.

Fiscal Impact:

(No General Fund Impact) (HPP)

Attachments:

1. HPP2526BLESSE-A1
2. HPP2526BLESSE

HPP2526BLESSE-A1

FIRST AMENDMENT TO AGREEMENT

BY AND BETWEEN

PLUMAS COUNTY AND ASHLEY BLESSE, RN

This First Amendment to Agreement ("Amendment") is made on October 15th, 2025, between PLUMAS COUNTY, a political subdivision of the State of California ("COUNTY"), and ASHLEY BLESSE, RN ("CONTRACTOR") who agrees as follows:

1. **Recitals:** This Amendment is made with reference to the following facts and objectives:

    a. PLUMAS COUNTY and ASHLEY BLESSE, RN, have entered into a written Agreement dated July 1, 2025 (the "Agreement"), in which ASHLEY BLESSE, RN, agreed to provide Clinical Advisor services to PLUMAS COUNTY.

    b. Because of a change in deliverables, the parties desire to change the Agreement.

2. **Amendments:** The parties agree to amend the Agreement as follows:

    a. Exhibit A, Paragraph 7, is amended to read as follows:

    Attending the National Healthcare Coalition Preparedness Conference with other coalition members or attending the annual CHA (California Hospital Association) Disaster Planning Conference is optional and at CONTRACTOR's own expense.

    b. Exhibit A, last Paragraph (unnumbered) is amended to read as follows:

    As allowed by the primary employer: attending local trainings within the three counties, and/or appropriate training at the Center of Domestic Preparedness in Alabama, or any other free FEMA training, is optional and at CONTRACTOR's own expense.

3. **Effectiveness of Agreement:** Except as set forth in this First Amendment of Agreement, all provisions of the Agreement dated July 1, 2025, shall remain unchanged and in full force and effect.

[SIGNATURES ON FOLLOWING PAGE]

CONTRACTOR:

Ashley Blesse, RN, a dba Blesse Medical Services

By: Ashley Blesse BSN, RN, CEN
Ashley Blesse, RN
Date signed: 10/23/2025

COUNTY:

County of Plumas, a political subdivision of the State of California

By: N Reinert
Nicole Reinert
Public Health Agency, Director
Date signed:

By: _____
Kevin Goss
Chair, Plumas County Board of Supervisors
Date Signed:

ATTEST:

By: _____
Allen Hiskey
Clerk of the Board
Date signed:

APPROVED AS TO FORM:

_____
Deputy Plumas County Counsel

Services Agreement

This Agreement is made by and between the COUNTY OF PLUMAS, a political subdivision of the State of California, by and through its **Public Health Agency** (hereinafter referred to as "County"), and Ashley Blesse, RN, an independent contractor, dba Blesse Medical Services (hereinafter referred to as "Contractor").

The parties agree as follows:

1. Scope of Work. Contractor shall provide the County with services as set forth in Exhibit A, attached hereto.

2. Compensation. County shall pay Contractor for services provided to County pursuant to this Agreement in the manner set forth in Exhibit B, attached hereto. The total amount paid by County to Contractor under this Agreement shall not exceed Twelve Thousand Dollars and 00/100 ($12,000.00).

3. Term. The term of this agreement shall be from July 1, 2025, through June 30, 2026, unless terminated earlier as provided herein. County's Board of Supervisors hereby ratifies, and approves for payment, services provided by Subcontractor from July 1, 2025, the date of approval of this Agreement by the Board of Supervisors.

4. Termination. Either party may terminate this agreement by giving thirty (30) days written notice to the other party.

5. Non-Appropriation of Funds. It is mutually agreed that if, for the current fiscal year and/or any subsequent fiscal years covered under this Agreement, insufficient funds are appropriated to make the payments called for by this Agreement, this Agreement shall be of no further force or effect. In this event, the County shall have no liability to pay any further funds whatsoever to Contractor or furnish any other consideration under this Agreement and Contractor shall not be obligated to perform any further services under this Agreement. If funding for any fiscal year is reduced or deleted for the purposes of this program, the County shall have the option to either cancel this Agreement with no further liability incurring to the County, or offer an amendment to Contractor to reflect the reduced amount available to the program. The parties acknowledge and agree that the limitations set forth above are required by Article XVI, section 18 of the California Constitution. Contractor acknowledges and agrees that said Article XVI, section 18 of the California Constitution supersedes any conflicting law, rule, regulation or statute.

6. Warranty and Legal Compliance. The services provided under this Agreement are non-exclusive and shall be completed promptly and competently. Contractor shall guarantee all parts and labor for a period of one year following the expiration of the term of this Agreement unless otherwise specified in Exhibit A. Contractor agrees to comply with all applicable terms of state and federal laws and regulations, all applicable grant funding conditions, and all applicable terms of the Plumas County Code and the Plumas County Purchasing and Practice Policies.

7. Amendment. This Agreement may be amended at any time by mutual agreement of the parties, expressed in writing and duly executed by both parties. No alteration of the terms of this Agreement shall be valid or binding upon either party unless made in writing and duly executed by both parties.

8. Indemnification. To the furthest extent permitted by law (including without limitation California Civil Code Sections 2782 and 2782.8, if applicable), County shall not be liable for, and Contractor shall defend and indemnify County and its officers, agents, employees, and volunteers (collectively "County Parties"), against any and all claims, deductibles, self-insured retentions, demands, liability, judgments, awards, fines, mechanics' liens or other liens, labor disputes, losses, damages, expenses, charges or costs of any kind or character, including attorney's fees and court costs (hereinafter collectively referred to as "Claims"), which arise out of or are in any way connected to the work covered by this Agreement arising either directly or indirectly from any act, error, omission or negligence of Contractor or its officers, employees, agents, contractors, licensees or servants, including, without limitation, Claims caused by the concurrent negligent act, error or omission, whether active or passive of County Parties. Contractor shall have no obligation, however, to defend or indemnify County Parties from a Claim if it is determined by a court of competent jurisdiction that such Claim was caused by the sole negligence or willful misconduct of County Parties.

9. Insurance. Contractor agrees to maintain the following insurance coverage throughout the term of this Agreement:

   a. Commercial general liability (and professional liability, if applicable to the services provided) coverage, with minimum per occurrence limit of the greater of (i) the limit available on the policy, or (ii) one million dollars ($1,000,000).

   b. Automobile liability coverage (including non-owned automobiles), with minimum bodily injury limit of the greater of (i) the limit available on the policy, or (ii) two-hundred fifty thousand dollars ($250,000) per person and five hundred thousand dollars ($500,000) per accident, as well as a minimum property damage limit of the greater of (i) the limit available on the policy, or (ii) fifty thousand dollars ($50,000) per accident.

   c. Each policy of commercial general liability (and professional liability, if applicable to the services provided) coverage and automobile liability coverage (including non-owned automobiles) shall meet the following requirements:

      i. Each policy shall be endorsed to name the County, its officers, officials, employees, representatives and agents (collectively, for the purpose of this section 9, the "County") as additional insureds. The Additional Insured endorsement shall be at least as broad as ISO Form Number CG 20 38 04 13; and

ii. All coverage available under such policy to Contractor, as the named insured, shall also be available and applicable to the County, as the additional insured; and

iii. All of Contractor's available insurance proceeds in excess of the specified minimum limits shall be available to satisfy any and all claims of the County, including defense costs and damages; and

iv. Any insurance limitations are independent of and shall not limit the indemnification terms of this Agreement; and

v. Contractor's policy shall be primary insurance as respects the County, its officers, officials, employees, representatives and agents, and any insurance or self-insurance maintained by the County, its officers, officials, employees, representatives and agents shall be in excess of the Contractor's insurance and shall not contribute with it, and such policy shall contain any endorsements necessary to effectuate this provision. The primary and non-contributory endorsement shall be at least as broad as ISO Form 20 01 04 13; and

vi. To the extent that Contractor carries any excess insurance policy applicable to the work performed under this Agreement, such excess insurance policy shall also apply on a primary and non-contributory basis for the benefit of the County before the County's own primary insurance policy or self-insurance shall be called upon to protect it as a named insured, and such policy shall contain any endorsements necessary to effectuate this provision.

d. Workers Compensation insurance in accordance with California state law.

If requested by County in writing, Contractor shall furnish a certificate of insurance satisfactory to County as evidence that the insurance required above is being maintained. Said certificate of insurance shall include a provision stating that the insurers will not cancel the insurance coverage without thirty (30) days' prior written notice to the County. County reserves the right to require complete, certified copies of all required insurance policies, including endorsements affecting the coverage required by these specifications at any time. Contractor shall require all subcontractors to comply with all indemnification and insurance requirements of this agreement, and Contractor shall verify subcontractor's compliance.

10. Licenses and Permits. Contractor represents and warrants to County that it or its principals have all licenses, permits, qualifications, and approvals of whatsoever nature that are legally required for Contractor to practice its profession and to perform its duties and obligations under this Agreement. Contractor represents and warrants to County that Contractor shall, at its sole cost and expense, keep in effect at all times during the term of this Agreement any licenses, permits, and approvals that are legally required for

Contractor or its principals to practice its professions and to perform its duties and obligations under this Agreement.

11. Relationship of Parties. It is understood that Contractor is not acting hereunder as an employee of the County, but solely as an independent contractor. Contractor, by virtue of this Agreement, has no authority to bind, or incur any obligation on behalf of, County. Except as expressly provided in this Agreement, Contractor has no authority or responsibility to exercise any rights or power vested in County. It is understood by both Contractor and County that this Agreement shall not under any circumstances be construed or considered to create an employer-employee relationship or joint venture.

12. Business-to-Business Relationship. Contractor represents and warrants that Contractor is an individual acting as a sole proprietor, or a business entity formed as a partnership, limited liability company, limited liability partnership, or corporation ("business service provider") that customarily provides services of the same nature as the services provided for County under this Agreement. Contractor represents and warrants that Contractor advertises these services to and contracts with entities other than County. Contractor represents and warrants that Contractor maintains a separate business location and has all required business licenses and tax registration, if any, in order to perform services under this Agreement. Contractor shall have the right to set their own hours and location of work, consistent with the nature of the services provided under this Agreement. Contractor shall determine the method, means and manner of performance of, but not limited to, such matters as outlined in Exhibit "A" without restriction by County. County is interested only in the results to be achieved from Contractor's performance of the services. Contractor shall provide their own resources and equipment and direct their operation in all respects when necessary to perform these services. Notwithstanding this Agreement, Contractor shall have the right to provide the same or similar services to entities other than the County without restriction. County shall have no authority, control, or liability regarding Contractor's performance or activities before or after each instance that Contractor may perform under this Agreement. Contractor will at all times indemnify and hold County, and their respective agents, contractors and employees harmless from any and all claims, damages, liabilities and costs (including attorneys' fees) arising out of any material breach by Contractor of any representation, warrant or agreement made by Contractor hereunder or arising out of Contractor's services.

13. Assignment. Contractor may not assign, subcontract, sublet, or transfer its interest in this Agreement without the prior written consent of the County.

14. Non-discrimination. Contractor agrees not to discriminate in the provision of service under this Agreement on the basis of race, color, religion, marital status, national origin, ancestry, sex, sexual orientation, physical or mental handicap, age, or medical condition.

15. Choice of Law. The laws of the State of California shall govern this agreement.

16. Interpretation. This agreement is the result of the joint efforts of both parties and their attorneys. The agreement and each of its provisions will be interpreted fairly, simply, and not strictly for or against either party.

17. Integration. This Agreement constitutes the entire understanding between the parties respecting the subject matter contained herein and supersedes any and all prior oral or written agreements regarding such subject matter.

18. Severability. The invalidity of any provision of this Agreement, as determined by a court of competent jurisdiction, shall in no way affect the validity of any other provision hereof.

19. Headings. The headings and captions contained in this Agreement are for convenience only, and shall be of no force or effect in construing and interpreting the provisions of this Agreement.

20. Waiver of Rights. No delay or failure of either party in exercising any right, and no partial or single exercise of any right, shall be deemed to constitute a waiver of that right or any other right.

21. Conflict of Interest. The parties to this Agreement have read and are aware of the provisions of Government Code section 1090 *et seq.* and section 87100 *et seq.* relating to conflicts of interest of public officers and employees. Contractor represents that it is unaware of any financial or economic interest of any public officer or employee of County relating to this Agreement. It is further understood and agreed that if such a financial interest does exist at the inception of this Agreement and is later discovered by the County, the County may immediately terminate this Agreement by giving written notice to Contractor.

22. Notice Addresses. All notices under this Agreement shall be effective only if made in writing and delivered by personal service or by mail and addressed as follows. Either party may, by written notice to the other, change its own mailing address.

County:

Public Health Agency
County of Plumas
270 County Hospital Road, Suite 206
Quincy, CA 95971
Attention: Nicole Reinert, Director

Contractor:

Blesse Medical Services
3306 Chandler Road
Quincy, CA 95971
Attention: Ashley Blesse, RN

23. Time of the Essence. Time is hereby expressly declared to be of the essence of this Agreement and of each and every provision thereof, and each such provision is hereby made and declared to be a material, necessary, and essential part of this Agreement.

24. Contract Execution. Each individual executing this Agreement on behalf of Contractor represents that he or she is fully authorized to execute and deliver this Agreement.

25. Ukraine Sanctions. Pursuant to Executive Order N-6-22 Contractor is aware that as a compliance with the economic sanctions imposed in response to Russia's actions in Ukraine is required, including with respect to, but not limited to, the federal executive orders identified in the EO and the sanctions identified on the U.S. Department of the Treasury website (https://home.treasury.gov/policy-issues/financial-sanctions/sanctions-programs-and-country-information/ukraine-russia-related-sanctions). Failure to comply may result in the termination of this agreement.

26. Suspension and Debarment. The County does not employ vendors or contractors who are listed on the National World Wide Web Site System for Award Management (sam.gov) by Federal General Services Administration (GSA) for the purpose of disseminating information on parties that are debarred from receiving Federal contracts, certain subcontracts, and certain Federal financial and nonfinancial assistance and benefits, pursuant to the provisions of 31 U.S.C. 6101, note, E.O. 12549, E.O. 12689, 48 CFR 9.404, and each agency's codification of the Common Rule for Non-procurement suspension and debarment.

a. This Contract is a covered transaction for purposes of 2 C.F.R. pt. 180 and 2 C.F.R. pt. 3000. As such, the Contractor is required to verify that none of the Contractor, its principals (defined at 2 C.F.R. § 180.995), or its affiliates (defined at 2 C.F.R. § 180.905) are excluded (defined at 2 C.F.R.§ 180.940) or disqualified (defined at 2 C.F.R. § 180.935).

b. The Contractor must comply with 2 C.F.R. pt. 180, subpart C and 2 C.F.R. pt. 3000, subpart C and must include a requirement to comply with these regulations in any lower tier covered transaction it enters into.

c. This certification is a material representation of fact relied upon by the County. If it is later determined that the Contractor did not comply with 2 C.F.R. pt. 180, subpart C and 2 C.F.R. pt. 3000, subpart C, in addition to remedies available to the County, the Federal Government may pursue available remedies, including but not limited to suspension and/or debarment.

d. The bidder or proposer agrees to comply with the requirements of 2 C.F.R. pt. 180, subpart C and 2 C.F.R. pt. 3000, subpart C while this offer is valid and throughout the period of any Contract that may arise from this offer. The bidder or proposer further agrees to include a provision requiring such compliance in its lower tier covered transactions.

27. Retention of Records. If the maximum compensation payable under section 2 of this Agreement exceeds $10,000, then, pursuant to California Government Code section 8546.7, the performance of any work under this Agreement is subject to the examination and audit of the State Auditor at the request of the County or as part of any audit of the

County for a period of three years after final payment under the Agreement. Each party hereto shall retain all records relating to the performance and administration of this Agreement for three years after final payment hereunder, and Contractor agrees to provide such records either to the County or to the State Auditor upon the request of either the State Auditor or the County.

28. Conflicts. In the event of any conflict between the terms of this Agreement and the terms of any exhibit hereto, the terms of this Agreement shall control, and the conflicting term of the exhibit shall be given no effect. Any limitation of liability contained in an attached exhibit shall be null and void.

IN WITNESS WHEREOF, this Agreement has been executed as of the date set forth below.

CONTRACTOR:

Ashley Blesse, RN dba Blesse Medical Services

By: A Blesse BSN, RN, CEN
Ashley Blesse, RN
Date signed: 9/17/2025

COUNTY:

County of Plumas, a political subdivision of the State of California

By: N Reinert
Nicole Reinert
Director of Public Health
Date signed:

By:
Kevin Goss
Chair, Plumas County Board of Supervisors
Date signed: 19 AUG 25

ATTEST:

By:
Allen Hiskey
Clerk of the Board
Date signed: 19 AUG 25

Approved as to form:
Craig Settlemire
Counsel

EXHIBIT A

Scope of Work

Clinical Advisor for Tri-HCC Deliverables FY 25-26
Regional Healthcare Coalition (Lassen, Sierra and Plumas)

Justification: This clinical advisor is a Registered Nurse who currently practices within one of the key healthcare coalition facilities. She actively sees patients and has a basic knowledge of CBRNE, trauma, burn, and pediatric response principles. She has a working knowledge of emergency response in our three county HCC: Plumas, Lassen, and Sierra.

1. Attend a minimum of three out of the four Tri-HCC meetings in a twelve-month cycle and if practicing in Sierra or Lassen County then must attend 50% of the HCC Sub-committee meetings in the perspective county (not both counties).

2. Provide clinical leadership to the coalition and serve as a liaison between the coalition and medical directors/medical leadership at healthcare facilities, supporting entities, and EMS agencies.

3. Review and provide input on coalition plans, exercises, and educational activities to assure clinical accuracy and relevance.

4. Act as an advocate and resource for other clinical staff to encourage their involvement and participation in coalition activities.

5. Assure that the coalition mass casualty/surge plans provide for appropriate distribution (and redistribution) of trauma patients to avoid overloading single centers whenever possible and work with healthcare facilities to understand their capabilities and capacity.

6. Assure that subject matter experts are available, and a process exists to support secondary transfer prioritization in specialty surge (e.g. burn, pediatric) mass casualty situations (identify which patients are a priority to transfer to specialty care centers when adequate transportation or inpatient resources are unavailable).

7. Attend the National Healthcare Coalition Preparedness Conference with other coalition members or attend the annual CHA (California Hospital Association) Disaster Planning Conference at your own expense.

As allowed by primary employer: attend local trainings, within the three counties and/or appropriate training at the Center for Domestic Preparedness in Alabama or any other free FEMA training at own expense.

EXHIBIT B

Fee Schedule

Invoicing and Payment:

For services satisfactorily rendered, and upon receipt and approval of the invoice(s), the County of Plumas agrees to compensate the Contractor for services performed in accordance with this Agreement.

A. Invoice(s) Shall:

1) Bear the Contractor's name, exactly as shown on the Agreement.
2) Bear the Contractor Agreement Number.
3) Identify the Invoice period.
4) Invoice(s) must be signed by authorized personnel.

B. Invoice Schedule:

Invoice	*Invoice Period*	*Invoice Due Date*	*Amount*
1st Quarter	July 1st - September 30th	October 15th	$3,000.00
2nd Quarter	October 1st – December 31st	January 15th	$3,000.00
3rd Quarter	January 1st - March 31st	April 15th	$3,000.00
4th Quarter	April 1st - June 30th	June 15th	$3,000.00

C. Invoice(s) shall be submitted to the Project Representative listed in this Agreement under General Provisions, 21 Notice Addresses.

D. Amounts Payable:

The amounts payable under this agreement shall not exceed Twelve Thousand Dollars and 00/100 ($12,000.00).

PLUMAS COUNTY
HUMAN RESOURCES DEPARTMENT
MEMORANDUM

TO:	**Honorable Chair and Board of Supervisors**
FROM:	**Joshua Mizrahi, Human Resources Director**
MEETING DATE:	**November 4, 2025**
SUBJECT:	**Adopt RESOLUTION to adopt Plumas County's Pay Schedule; (General Fund Impact) as approved in FY 25/26 adopted budget; approved as to form by County Counsel.**

Recommendation:
Adopt **RESOLUTION** to adopt Plumas County's Pay Schedule; No General Fund Impact as approved in FY 25/26 adopted budget; approved as to form by County Counsel.

Background and Discussion:
Plumas County's pay schedule has been updated to reflect a new base wage for the Social Services Director/Public Guardian/Public Conservator (Resolution No. 2025-9068) and to meet the CalPERS CCR 370.5 Statutory and Regulatory Requirements for Publicly Available Pay Schedule. This wage increase has no General Fund impact.

Action:

Adopt **RESOLUTION** to adopt Plumas County's Pay Schedule; No General Fund Impact as approved in FY 25/26 adopted budget; approved as to form by County Counsel.

Fiscal Impact:

No General Fund Impact as approved in FY 25/26 adopted budget.

Attachments:
1. 6872 FINAL for 11-04-2025

RESOLUTION NO. 2025- _____

RESOLUTION TO ADOPT PLUMAS COUNTY'S PAY SCHEDULE

WHEREAS, Plumas County (County) is contracted with CalPERS and therefore it is the County's responsibility to comply with all terms and conditions set forth in the County's contract with CalPERS and to ensure all reportable information is compliant with the Public Employees' Retirement Law (PERL), Public Employees' Pension Reform Act of 2013 (PEPRA), and Title 2 of the California Code of Regulations (CCR), and

WHEREAS, the County is aware that publicly available Pay Schedules are required by CalPERS and are a critical component to verify all members' pay rates when calculating members' retirement benefits, and

WHEREAS, Subdivision (a) of CCR section 570.5 defines the requirements for a publicly available Pay Schedule used to determine pay rates and the proposed Pay Schedule meets those requirements, and

WHEREAS, this Pay Schedule reflects the new job classification wage range for the Social Services Director/Public Guardian/Public Conservator approved by the Board of Supervisors on October 7, 2025 per Resolution 2025-9068. The updated wage is effective October 7, 2025 and has no General Fund impact, and

WHEREAS, Human Resources is requesting the adoption of the revised Pay Schedule for Fiscal Year 2025/2026.

NOW, THEREFORE BE IT RESOLVED by the Plumas County Board of Supervisors as follows:

Approve this Resolution to adopt Plumas County's revised Pay Schedule attached as Exhibit A.

The foregoing Resolution is duly passed and adopted by the Board of Supervisors of the County of Plumas, State of California, at a regular meeting of said Board held on the 4th day of November 2025 by the following vote:

AYES:
NOES:
ABSENT:

_____
Chairperson, Board of Supervisors

ATTEST:

_____
Clerk of the Board

Approved as to form:

_____
Sara James, Attorney
County Counsel's Office

County of Plumas
Pay Schedule

Effective as of 09/16/2025 per Board of Supervisors Resolution Number 2025-9063; revised as of 10/07/2025 per Resolution Number 2025-9068 and adopted by the Board as of 11/04/2025 per Resolution Number 2025-XXXX

CONFIDENTIAL EMPLOYEE UNIT

	HOURLY RATE											
Job Title	**STEP 1**	**STEP 2**	**STEP 3**	**STEP 4**	**STEP 5**	**L1**	**L2**	**L3**	**L4**	**L5**	**L6**	**L7**
ACCOUNTANT	$23.29	$24.45	$25.69	$26.97	$28.33	$29.76	$31.25	$32.81	$34.46	$36.19	$38.00	$39.90
ACCOUNTANT AUDITOR 1	$26.32	$27.64	$29.03	$30.49	$32.02	$33.62	$35.30	$37.08	$38.92	$40.89	$42.93	$45.08
ACCOUNTANT AUDITOR 2	$29.01	$30.46	$32.00	$33.59	$35.28	$37.06	$38.90	$40.84	$42.91	$45.05	$47.30	$49.67
ASSISTANT AUDITOR/CONTROLLER	$33.56	$35.23	$37.00	$38.86	$40.81	$42.88	$45.01	$47.27	$49.63	$52.12	$54.73	$57.47
ASST RISK MGR/OCC SAFETY & HEALTH SPEC	$31.41	$32.98	$34.62	$36.36	$38.19	$40.10	$42.11	$44.23	$46.42	$48.75	$51.19	$53.75
CHIEF DEPUTY AUDITOR	$32.01	$33.61	$35.29	$37.07	$38.91	$40.88	$42.93	$45.07	$47.34	$49.72	$52.21	$54.82
CLERK OF THE BOARD	$30.83	$32.38	$34.00	$35.70	$37.48	$39.36	$41.33	$43.40	$45.56	$47.85	$50.24	$52.75
DEPUTY COUNTY COUNSEL 1	$42.06	$44.17	$46.39	$48.72	$51.15	$53.70	$56.40	$59.21	$62.17	$65.29	$68.55	$71.98
DEPUTY COUNTY COUNSEL 2	$46.89	$49.24	$51.70	$54.29	$57.00	$59.85	$62.84	$65.99	$69.29	$72.74	$76.38	$80.20
DEPUTY COUNTY COUNSEL 3	$52.75	$55.39	$58.16	$61.06	$64.12	$67.32	$70.70	$74.23	$77.94	$81.83	$85.92	$90.22
FISCAL SUPPORT COORDINATOR	$21.93	$23.05	$24.19	$25.41	$26.70	$28.03	$29.44	$30.93	$32.48	$34.10	$35.81	$37.60
HELP DESK SPECIALIST	$24.00	$25.21	$26.48	$27.81	$29.21	$30.67	$32.21	$33.83	$35.52	$37.30	$39.17	$41.13
HR PAYROLL SPECIALIST 1	$25.39	$26.66	$28.02	$29.41	$30.90	$32.45	$34.06	$35.78	$37.58	$39.47	$41.44	$43.51
HR PAYROLL SPECIALIST 2	$28.00	$29.40	$30.89	$32.44	$34.05	$35.77	$37.57	$39.46	$41.43	$43.52	$45.70	$47.99
HUMAN RESOURCES ANALYST 1	$26.31	$27.63	$29.02	$30.48	$32.01	$33.61	$35.29	$37.07	$38.91	$40.88	$42.92	$45.07
HUMAN RESOURCES ANALYST 2	$29.01	$30.46	$32.00	$33.59	$35.28	$37.06	$38.90	$40.84	$42.91	$45.05	$47.30	$49.67
HUMAN RESOURCES TECHNICIAN 1	$20.39	$21.42	$22.50	$23.62	$24.81	$26.04	$27.35	$28.73	$30.16	$31.67	$33.25	$34.91
HUMAN RESOURCES TECHNICIAN 2	$22.50	$23.62	$24.82	$26.06	$27.38	$28.73	$30.17	$31.68	$33.27	$34.92	$36.67	$38.51
HUMAN RESOURCES TECHNICIAN 3	$23.86	$25.05	$26.30	$27.62	$29.01	$30.46	$32.00	$33.59	$35.28	$37.06	$38.91	$40.86
LEAD FISCAL & TECH SERV ASST	$19.45	$20.43	$21.45	$22.53	$23.67	$24.85	$26.09	$27.40	$28.78	$30.23	$31.74	$33.33
MANAGEMENT ANALYST 1	$26.31	$27.63	$29.02	$30.48	$32.01	$33.61	$35.29	$37.07	$38.91	$40.88	$42.92	$45.07
MANAGEMENT ANALYST 2	$29.01	$30.46	$32.00	$33.59	$35.28	$37.06	$38.90	$40.84	$42.91	$45.05	$47.30	$49.67
NETWORK/EDR ADMINISTRATOR	$32.24	$33.87	$35.56	$37.36	$39.23	$41.20	$43.26	$45.42	$47.69	$50.07	$52.57	$55.20
OFFICE OF EMERGENCY SERVICES-OES MGR.	$32.07	$33.67	$35.35	$37.13	$39.00	$40.95	$43.00	$45.14	$47.41	$49.79	$52.28	$54.89
PARALEGAL 1	$25.39	$26.66	$28.02	$29.41	$30.90	$32.45	$34.06	$35.78	$37.58	$39.47	$41.44	$43.51
PARALEGAL 2	$28.00	$29.40	$30.89	$32.44	$34.05	$35.77	$37.57	$39.46	$41.43	$43.52	$45.70	$47.99
PARALEGAL 3	$32.09	$33.70	$35.39	$37.17	$39.04	$41.00	$43.05	$45.22	$47.48	$49.86	$52.35	$54.97
PAYROLL SPECIALIST 1	$25.39	$26.66	$28.02	$29.41	$30.90	$32.45	$34.06	$35.78	$37.58	$39.47	$41.44	$43.51
PAYROLL SPECIALIST 2	$28.00	$29.40	$30.89	$32.44	$34.05	$35.77	$37.57	$39.46	$41.43	$43.52	$45.70	$47.99
SAAS SYSTEMS ADMINISTRATOR	$34.73	$36.47	$38.29	$40.22	$42.23	$44.34	$46.56	$48.90	$51.34	$53.90	$56.60	$59.43
SYSTEMS ANALYST 1	$30.49	$32.02	$33.62	$35.30	$37.08	$38.92	$40.89	$42.96	$45.09	$47.37	$49.74	$52.23
SYSTEMS ANALYST 2	$33.56	$35.23	$37.00	$38.86	$40.81	$42.88	$45.01	$47.27	$49.63	$52.12	$54.73	$57.47

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CONTRACT EMPLOYEES

	HOURLY RATE									
Job Title	**STEP 1**	**STEP 2**	**STEP 3**	**STEP 4**	**STEP 5**	**L1**	**L2**	**L3**	**L4**	**L5**
AIRPORT MANAGER	$22.03	$23.14	$24.29	$25.51	$26.78	$28.12	$29.53	$31.00	$32.55	$34.18
ASSISTANT COUNTY COUNSEL	$55.44	$58.21	$61.12	$64.18	$67.39	$70.76	$74.29	$78.01	$81.91	$86.01
BH DEPUTY DIRECTOR	$45.00	$47.25	$49.62	$52.11	$54.72	$57.46	$60.34	$63.36	$66.53	$69.86
DISASTER RECOVERY COORDINATOR	$35.00	$36.77	$38.60	$40.54	$42.57	$44.70	$46.93	$49.28	$51.74	$54.33
GRANT MANAGER	$35.00	$36.77	$38.60	$40.54	$42.57	$44.70	$46.93	$49.28	$51.74	$54.33

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DEPARTMENT HEADS

	HOURLY RATE									
Job Title	**STEP 1**	**STEP 2**	**STEP 3**	**STEP 4**	**STEP 5**	**L1**	**L2**	**L3**	**L4**	**L5**
AG COMM/SEALER OF WTS & MEAS	$48.00	$50.40	$52.92	$55.57	$58.34	$61.26	$64.32	$67.54	$70.92	$74.46
ALCOHOL & DRUG ADMINISTRATOR	$36.06	$37.87	$39.77	$41.76	$43.85	$46.05	$48.36	$50.78	$53.32	$55.99
BEHAVIORAL HEALTH DIRECTOR	$58.00	$60.90	$63.95	$67.14	$70.50	$74.02	$77.73	$81.61	$85.69	$89.98
CHIEF PROBATION OFFICER	$45.00	$47.25	$49.61	$52.09	$54.70	$57.43	$60.30	$63.32	$66.49	$69.81
COUNTY ADMINISTRATIVE OFFICER	$75.00	$78.75	$82.69	$86.82	$91.16	$95.72	$100.51	$105.53	$110.81	$116.35
COUNTY COUNSEL	$70.71	$74.25	$77.96	$81.86	$85.95	$90.25	$94.76	$99.50	$104.47	$109.69
COUNTY FAIR MANAGER	$42.00	$44.10	$46.31	$48.62	$51.05	$53.60	$56.28	$59.10	$62.05	$65.16
COUNTY LIBRARIAN	$38.00	$39.90	$41.90	$43.99	$46.19	$48.50	$50.92	$53.47	$56.14	$58.95
DIRECTOR OF BUILDING SERVICES	$47.00	$49.35	$51.82	$54.41	$57.13	$59.99	$62.98	$66.13	$69.44	$72.91
DIRECTOR OF CHILD SUPPORT SVCS	$42.00	$44.10	$46.31	$48.62	$51.05	$53.60	$56.28	$59.10	$62.05	$65.16
DIRECTOR OF FACILITY SERVICES	$40.00	$42.00	$44.10	$46.31	$48.62	$51.05	$53.60	$56.28	$59.10	$62.05
DIRECTOR OF INFO TECHNOLOGIES	$48.00	$50.40	$52.92	$55.57	$58.34	$61.26	$64.32	$67.54	$70.92	$74.46
DIRECTOR OF PUBLIC HEALTH	$58.00	$60.90	$63.95	$67.14	$70.50	$74.02	$77.73	$81.61	$85.69	$89.98
DIRECTOR OF PUBLIC WORKS	$55.00	$57.75	$60.64	$63.67	$66.85	$70.20	$73.71	$77.39	$81.26	$85.32
DIRECTOR OF RISK MANAGEMENT AND SAFETY	$45.00	$47.25	$49.61	$52.09	$54.70	$57.43	$60.30	$63.32	$66.49	$69.81
ENVIRONMENTAL HEALTH DIRECTOR	$48.00	$50.40	$52.92	$55.57	$58.34	$61.26	$64.32	$67.54	$70.92	$74.46
HUMAN RESOURCES DIRECTOR	$50.00	$52.50	$55.13	$57.88	$60.78	$63.81	$67.00	$70.36	$73.87	$77.57
MUSEUM DIRECTOR	$30.00	$31.50	$33.08	$34.73	$36.47	$38.29	$40.20	$42.21	$44.32	$46.54
PLANNING DIRECTOR	$55.38	$58.15	$61.06	$64.11	$67.31	$70.68	$74.21	$77.93	$81.82	$85.91
SOCIAL SERV DIR/PUB GUARD/PC	$58.00	$60.90	$63.95	$67.14	$70.50	$74.02	$77.73	$81.61	$85.69	$89.98

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ELECTED OFFICALS

	HOURLY RATE									
Job Title	**STEP 1**	**STEP 2**	**STEP 3**	**STEP 4**	**STEP 5**	**L1**	**L2**	**L3**	**L4**	**L5**
ASSESSOR	$47.31	$0.00	$0.00	$0.00	$0.00	$49.68	$52.16	$54.77	$57.51	$60.38
AUDITOR/CONTROLLER	$48.84	$0.00	$0.00	$0.00	$0.00	$51.29	$53.85	$56.55	$59.37	$62.36
BOARD OF SUPERVISORS-CPI 2014	$22.08	$0.00	$0.00	$0.00	$0.00	$23.19	$24.35	$25.56	$26.84	$28.19
BOARD OF SUPERVISORS-CPI 2018	$24.29	$0.00	$0.00	$0.00	$0.00	$25.51	$26.78	$28.12	$29.53	$31.00
BOARD OF SUPERVISORS-NON PERS-CPI 2022	$30.36	$0.00	$0.00	$0.00	$0.00	$31.87	$33.47	$35.14	$36.90	$38.74
BOARD OF SUPERVISORS-PERSABLE-CPI 2022	$28.38	$0.00	$0.00	$0.00	$0.00	$29.80	$31.29	$32.85	$34.50	$36.22
BOARD OF SUPERVISORS-NON PERS-CPI 2023	$31.62	$0.00	$0.00	$0.00	$0.00	$33.20	$34.86	$36.60	$38.43	$40.35
BOARD OF SUPERVISORS-PERSABLE-CPI 2023	$29.56	$0.00	$0.00	$0.00	$0.00	$31.04	$32.59	$34.22	$35.93	$37.73
BOARD OF SUPERVISORS-NON PERS-CPI 2024	$32.83	$0.00	$0.00	$0.00	$0.00	$34.48	$36.20	$38.01	$39.91	$41.90
BOARD OF SUPERVISORS-PERSABLE-CPI 2024	$30.70	$0.00	$0.00	$0.00	$0.00	$32.23	$33.84	$35.53	$37.31	$39.18
BOARD OF SUPERVISORS-NON PERS-CPI 2025	$33.73	$0.00	$0.00	$0.00	$0.00	$35.41	$37.18	$39.04	$40.99	$43.04
BOARD OF SUPERVISORS-PERSABLE-CPI 2025	$31.53	$0.00	$0.00	$0.00	$0.00	$33.11	$34.76	$36.50	$38.32	$40.24
CLERK-RECORDER **	$47.31	$0.00	$0.00	$0.00	$0.00	$49.68	$52.16	$54.77	$57.51	$60.38
DISTRICT ATTORNEY	$86.84	$0.00	$0.00	$0.00	$0.00	$91.18	$95.74	$100.52	$105.54	$110.84
SHERIFF/CORONER	$60.23	$0.00	$0.00	$0.00	$0.00	$63.25	$66.41	$69.73	$73.20	$76.87
TREASURER/TAX COLLECTOR **	$47.31	$0.00	$0.00	$0.00	$0.00	$49.68	$52.16	$54.77	$57.51	$60.38

**** Stipends adopted by Ordinance #07-1059 on 09/02/2007, revised as of 06/29/2025 per Ordinance #22-1142 adopted 03/01/2022**

CLERK-RECORDER	$4.38	$0.00	$0.00	$0.00	$0.00	$4.60	$4.83	$5.07	$5.33	$5.59
TREASURER/TAX COLLECTOR	$5.30	$0.00	$0.00	$0.00	$0.00	$5.57	$5.85	$6.14	$6.45	$6.77

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OE3 PUBLIC WORKS

	HOURLY RATE											
Job Title	**STEP 1**	**STEP 2**	**STEP 3**	**STEP 4**	**STEP 5**	**L1**	**L2**	**L3**	**L4**	**L5**	**L6**	**L7**
ASSISTANT ENGINEER	$35.13	$36.89	$38.73	$40.68	$42.72	$44.87	$47.11	$49.49	$51.95	$54.56	$57.30	$60.17
ASSOCIATE ENGINEER	$35.74	$37.51	$39.40	$41.38	$43.45	$45.63	$47.92	$50.34	$52.84	$55.51	$58.28	$61.19
ENGINEERING AIDE	$20.36	$21.36	$22.45	$23.56	$24.74	$25.99	$27.27	$28.64	$30.07	$31.59	$33.17	$34.83
ENGINEERING TECHNICIAN 1	$24.68	$25.93	$27.25	$28.60	$30.04	$31.55	$33.14	$34.79	$36.54	$38.38	$40.30	$42.32
ENGINEERING TECHNICIAN 2	$26.69	$28.01	$29.44	$30.92	$32.46	$34.09	$35.81	$37.60	$39.48	$41.48	$43.56	$45.74
EQUIPMENT SERVICE WORKER	$20.36	$21.36	$22.45	$23.56	$24.74	$25.99	$27.27	$28.64	$30.07	$31.59	$33.17	$34.83
FISCAL/TECHNICAL SERVICES ASSISTANT 1	$20.36	$21.36	$22.45	$23.56	$24.74	$25.99	$27.27	$28.64	$30.07	$31.59	$33.17	$34.83
FISCAL/TECHNICAL SERVICES ASSISTANT 2	$21.38	$22.45	$23.57	$24.75	$25.98	$27.30	$28.67	$30.12	$31.60	$33.19	$34.85	$36.59
FISCAL/TECHNICAL SERVICES ASSISTANT 3	$23.57	$24.75	$25.98	$27.30	$28.67	$30.12	$31.60	$33.19	$34.85	$36.60	$38.43	$40.35
LEAD POWER EQUIPMENT MECHANIC	$27.74	$29.15	$30.62	$32.15	$33.78	$35.45	$37.25	$39.13	$41.09	$43.15	$45.31	$47.58
MANAGEMENT ANALYST 1	$26.74	$28.06	$29.49	$30.95	$32.51	$34.13	$35.86	$37.64	$39.53	$41.51	$43.59	$45.77
MANAGEMENT ANALYST 2	$29.73	$31.22	$32.78	$34.42	$36.14	$37.97	$39.88	$41.87	$43.96	$46.16	$48.47	$50.90
MECHANIC/SHOP TECHNICIAN	$25.15	$26.41	$27.73	$29.14	$30.60	$32.13	$33.77	$35.44	$37.22	$39.09	$41.04	$43.10
POWER EQUIPMENT MECHANIC 1	$23.27	$24.43	$25.66	$26.95	$28.30	$29.73	$31.23	$32.79	$34.44	$36.16	$37.97	$39.86
POWER EQUIPMENT MECHANIC 2	$25.15	$26.41	$27.73	$29.14	$30.60	$32.13	$33.77	$35.44	$37.22	$39.09	$41.04	$43.10
PRINCIPAL TRANSPORTATION PLANNER	$41.37	$43.44	$45.62	$47.91	$50.33	$52.83	$55.50	$58.27	$61.19	$64.25	$67.45	$70.83
PUBLIC WORKS MAINTENANCE LEADWORKER	$24.75	$25.98	$27.30	$28.67	$30.12	$31.60	$33.19	$34.85	$36.60	$38.41	$40.34	$42.36
PUBLIC WORKS MAINTENANCE WORKER 1	$20.36	$21.36	$22.45	$23.56	$24.74	$25.99	$27.27	$28.64	$30.07	$31.59	$33.17	$34.83
PUBLIC WORKS MAINTENANCE WORKER 2	$21.38	$22.45	$23.57	$24.75	$25.98	$27.30	$28.67	$30.12	$31.60	$33.19	$34.85	$36.59
PUBLIC WORKS MAINTENANCE WORKER 3	$23.57	$24.75	$25.98	$27.30	$28.67	$30.12	$31.60	$33.19	$34.85	$36.60	$38.43	$40.35
PUBLIC WORKS SENIOR ENV. PLANNER	$35.74	$37.51	$39.40	$41.38	$43.45	$45.63	$47.92	$50.34	$52.84	$55.51	$58.28	$61.19
SENIOR ENGINEERING TECHNICIAN	$29.40	$30.87	$32.44	$34.06	$35.76	$37.54	$39.45	$41.42	$43.49	$45.66	$47.95	$50.35
SOLID WASTE PROGRAM MANAGER	$32.43	$34.05	$35.75	$37.53	$39.41	$41.38	$43.45	$45.63	$47.92	$50.33	$52.83	$55.48
TRANSPORTATION PLANNER	$35.13	$36.89	$38.73	$40.68	$42.72	$44.87	$47.11	$49.49	$51.95	$54.56	$57.30	$60.17
WELDER	$24.42	$25.65	$26.93	$28.28	$29.72	$31.22	$32.77	$34.43	$36.15	$37.98	$39.88	$41.88

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OE3 PUBLIC WORKS MID-MGMT

	HOURLY RATE											
Job Title	**STEP 1**	**STEP 2**	**STEP 3**	**STEP 4**	**STEP 5**	**L1**	**L2**	**L3**	**L4**	**L5**	**L6**	**L7**
ASSISTANT DIRECTOR OF PUBLIC WORKS	$43.43	$45.61	$47.89	$50.31	$52.82	$55.48	$58.26	$61.18	$64.22	$67.45	$70.83	$74.37
DEPUTY DIRECTOR OF PUBLIC WORKS	$43.43	$45.61	$47.89	$50.31	$52.82	$55.48	$58.26	$61.18	$64.22	$67.45	$70.83	$74.37
EQUIPMENT MAINTENANCE SUPERVISOR	$32.43	$34.05	$35.75	$37.53	$39.41	$41.38	$43.45	$45.63	$47.92	$50.33	$52.83	$55.48
PUBLIC WORKS ADMIN SERVICES OFFICER	$42.33	$44.44	$46.66	$49.01	$51.47	$54.04	$56.75	$59.60	$62.60	$65.74	$69.03	$72.48
PW FISCAL OFFICER/ADMIN SERVICES MANAGER	$37.31	$39.19	$41.16	$43.22	$45.40	$47.67	$50.07	$52.57	$55.20	$57.97	$60.87	$63.92
PW ROAD MAINTENANCE SUPERVISOR	$28.66	$30.10	$31.59	$33.20	$34.87	$36.61	$38.46	$40.38	$42.42	$44.53	$46.75	$49.10

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OE3 GENERAL

	HOURLY RATE											
Job Title	**STEP 1**	**STEP 2**	**STEP 3**	**STEP 4**	**STEP 5**	**L1**	**L2**	**L3**	**L4**	**L5**	**L6**	**L7**
4-H REPRESENTATIVE	$20.59	$21.62	$22.69	$23.85	$25.04	$26.30	$27.63	$29.01	$30.47	$31.99	$33.59	$35.27
ACCOUNTANT	$21.65	$22.75	$23.89	$25.08	$26.36	$27.68	$29.07	$30.53	$32.05	$33.66	$35.34	$37.11
ACCOUNTING TECHNICIAN	$21.25	$22.32	$23.44	$24.62	$25.84	$27.14	$28.49	$29.92	$31.42	$32.98	$34.63	$36.36
ADMINISTRATIVE ASSISTANT 1	$18.15	$19.06	$20.02	$21.02	$22.08	$23.19	$24.35	$25.58	$26.86	$28.22	$29.63	$31.12
ADMINISTRATIVE ASSISTANT 2	$19.93	$20.92	$21.97	$23.07	$24.23	$25.44	$26.73	$28.07	$29.49	$30.95	$32.50	$34.12
AG & STANDARDS INSPECTOR 1	$24.27	$25.48	$26.76	$28.11	$29.51	$30.99	$32.54	$34.19	$35.89	$37.70	$39.59	$41.56
AG & STANDARDS INSPECTOR 2	$28.22	$29.65	$31.12	$32.67	$34.32	$36.04	$37.85	$39.75	$41.75	$43.84	$46.03	$48.33
AG & STANDARDS INSPECTOR 3	$31.13	$32.69	$34.34	$36.06	$37.86	$39.77	$41.76	$43.86	$46.05	$48.36	$50.78	$53.32
AG & STANDARDS TECHNICIAN 1	$18.74	$19.69	$20.68	$21.73	$22.83	$23.96	$25.16	$26.42	$27.75	$29.14	$30.60	$32.13
AG & STANDARDS TECHNICIAN 2	$20.57	$21.59	$22.68	$23.82	$25.02	$26.28	$27.60	$28.98	$30.44	$31.97	$33.57	$35.25
AG & STANDARDS TECHNICIAN 3	$22.35	$23.47	$24.66	$25.89	$27.20	$28.57	$30.00	$31.50	$33.08	$34.75	$36.49	$38.31
AG & STANDARDS MANAGEMENT ANALYST 1	$25.12	$26.39	$27.72	$29.11	$30.56	$32.09	$33.70	$35.39	$37.17	$39.04	$40.99	$43.04
AG & STANDARDS MANAGEMENT ANALYST 2	$27.94	$29.34	$30.81	$32.36	$33.98	$35.70	$37.48	$39.36	$41.33	$43.40	$45.57	$47.85
ALCOHOL & DRUG PREV COORD	$21.81	$22.91	$24.06	$25.28	$26.55	$27.87	$29.28	$30.75	$32.29	$33.90	$35.60	$37.37
ALCOHOL & DRUG THERAPIST 1	$26.51	$27.85	$29.24	$30.71	$32.24	$33.87	$35.56	$37.36	$39.23	$41.19	$43.25	$45.41
ALCOHOL & DRUG THERAPIST 2	$29.23	$30.70	$32.23	$33.86	$35.55	$37.33	$39.20	$41.17	$43.23	$45.41	$47.67	$50.06
ALTERNATIVE SENTENCING COORD	$22.83	$23.96	$25.16	$26.42	$27.75	$29.14	$30.61	$32.13	$33.76	$35.44	$37.21	$39.07
ANIMAL CONTROL OFFICER 1	$21.29	$22.34	$23.46	$24.64	$25.86	$27.16	$28.52	$29.94	$31.44	$33.01	$34.66	$36.39
ANIMAL CONTROL OFFICER 2	$24.64	$25.86	$27.16	$28.52	$29.94	$31.44	$33.01	$34.66	$36.39	$38.23	$40.14	$42.15
ANIMAL SHELTER ATTENDANT	$18.15	$19.06	$20.02	$21.02	$22.08	$23.19	$24.35	$25.58	$26.86	$28.22	$29.63	$31.12
APPRAISAL ASSISTANT	$20.68	$21.73	$22.83	$23.96	$25.16	$26.42	$27.75	$29.14	$30.61	$32.13	$33.74	$35.42
APPRAISER 1	$21.81	$22.91	$24.06	$25.28	$26.55	$27.87	$29.28	$30.75	$32.29	$33.90	$35.60	$37.37
APPRAISER 2	$24.06	$25.28	$26.55	$27.87	$29.28	$30.75	$32.29	$33.90	$35.60	$37.37	$39.24	$41.21
APPRAISER 3	$26.51	$27.85	$29.24	$30.71	$32.24	$33.87	$35.56	$37.36	$39.23	$41.19	$43.25	$45.41
ASSISTANT COOK	$18.15	$19.06	$20.02	$21.02	$22.08	$23.19	$24.35	$25.58	$26.86	$28.22	$29.63	$31.12
ASSISTANT MUSEUM DIRECTOR	$19.22	$20.17	$21.19	$22.26	$23.38	$24.54	$25.80	$27.08	$28.45	$29.87	$31.37	$32.96
ASSISTANT PLANNER	$22.91	$24.06	$25.28	$26.55	$27.87	$29.28	$30.75	$32.29	$33.90	$35.60	$37.37	$39.24
ASSOCIATE PLANNER	$27.84	$29.22	$30.70	$32.23	$33.86	$35.54	$37.32	$39.19	$41.16	$43.22	$45.38	$47.65
AUDITOR ACCOUNTING CLERK 1	$18.15	$19.06	$20.02	$21.02	$22.08	$23.19	$24.35	$25.58	$26.86	$28.22	$29.63	$31.12
AUDITOR ACCOUNTING CLERK 2	$20.02	$21.02	$22.08	$23.19	$24.35	$25.58	$26.86	$28.22	$29.63	$31.12	$32.68	$34.31
AUDITOR ACCOUNTING TECH 1	$21.97	$23.07	$24.23	$25.44	$26.73	$28.07	$29.49	$30.95	$32.53	$34.16	$35.87	$37.66
AUDITOR/APPRAISER 1	$20.68	$21.73	$22.83	$23.96	$25.16	$26.42	$27.75	$29.14	$30.61	$32.13	$33.74	$35.42
AUDITOR/APPRAISER 2	$22.36	$23.50	$24.67	$25.91	$27.20	$28.58	$30.00	$31.50	$33.09	$34.75	$36.49	$38.31
AUDITOR/APPRAISER 3	$24.66	$25.89	$27.19	$28.57	$29.99	$31.49	$33.08	$34.74	$36.48	$38.30	$40.22	$42.23
BH ADMINISTRATIVE ASSISTANT 1	$18.15	$19.06	$20.02	$21.02	$22.08	$23.19	$24.35	$25.58	$26.86	$28.22	$29.63	$31.12
BH ADMINISTRATIVE ASSISTANT 2	$19.93	$20.92	$21.97	$23.07	$24.23	$25.44	$26.73	$28.07	$29.49	$30.95	$32.50	$34.12

Job Title	STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	L1	L2	L3	L4	L5	L6	L7
BH CASE MGMT SPECIALIST 1	$24.37	$25.61	$26.87	$28.23	$29.65	$31.13	$32.69	$34.34	$36.06	$37.87	$39.76	$41.75
BH CASE MGMT SPECIALIST 2	$26.86	$28.22	$29.62	$31.12	$32.68	$34.33	$36.04	$37.86	$39.77	$41.75	$43.84	$46.03
BH CASE MGMT SPECIALIST SR	$29.36	$30.86	$32.40	$34.01	$35.73	$37.51	$39.39	$41.37	$43.45	$45.62	$47.90	$50.30
BH CLINICAL RECORDS SPECIALIST	$21.24	$22.32	$23.44	$24.61	$25.85	$27.15	$28.51	$29.93	$31.44	$33.01	$34.66	$36.39
BH QUALITY ASSURANCE COORD	$32.49	$34.10	$35.82	$37.62	$39.50	$41.48	$43.56	$45.76	$48.04	$50.46	$52.98	$55.63
BH SITE COORDINATOR	$22.55	$23.69	$24.87	$26.13	$27.42	$28.81	$30.26	$31.76	$33.37	$35.04	$36.79	$38.63
BH SUBSTANCE USE DISORDER COUNSELOR I	$28.26	$29.68	$31.16	$32.73	$34.36	$36.09	$37.91	$39.81	$41.80	$43.89	$46.08	$48.39
BH SUBSTANCE USE DISORDER COUNSELOR II	$31.41	$32.98	$34.62	$36.36	$38.19	$40.10	$42.11	$44.23	$46.42	$48.75	$51.19	$53.75
BH SUPERVISING SITE COORD	$27.84	$29.22	$30.70	$32.23	$33.86	$35.54	$37.32	$39.19	$41.16	$43.22	$45.38	$47.65
BH SUPPORT SERVICES COORD	$20.17	$21.19	$22.26	$23.38	$24.54	$25.80	$27.08	$28.45	$29.87	$31.37	$32.96	$34.61
BH SUPPORTIVE SERVICES TECH 1	$18.99	$19.93	$20.92	$21.97	$23.07	$24.23	$25.44	$26.73	$28.07	$29.49	$30.95	$32.50
BH SUPPORTIVE SERVICES TECH 2	$19.93	$20.92	$21.97	$23.07	$24.23	$25.44	$26.73	$28.07	$29.49	$30.95	$32.50	$34.12
BH SYSTEMS ANALYST	$31.24	$32.82	$34.45	$36.19	$38.02	$39.92	$41.92	$44.02	$46.23	$48.55	$50.98	$53.53
BH THERAPIST 1	$30.39	$31.91	$33.51	$35.20	$36.95	$38.81	$40.76	$42.80	$44.95	$47.21	$49.57	$52.05
BH THERAPIST 2	$33.48	$35.18	$36.92	$38.79	$40.73	$42.77	$44.92	$47.18	$49.54	$52.03	$54.63	$57.36
BH THERAPIST SENIOR	$36.97	$38.83	$40.78	$42.82	$44.97	$47.23	$49.60	$52.09	$54.68	$57.43	$60.30	$63.32
BLDG & GRNDS MAINT TECHNICIAN	$23.82	$25.02	$26.28	$27.60	$28.98	$30.44	$31.97	$33.57	$35.25	$37.01	$38.86	$40.80
BLDG & GRNDS MAINT WORKER 1	$18.66	$19.59	$20.57	$21.59	$22.68	$23.82	$25.02	$26.28	$27.60	$28.98	$30.44	$31.97
BLDG & GRNDS MAINT WORKER 2	$19.59	$20.57	$21.59	$22.68	$23.82	$25.02	$26.28	$27.60	$28.98	$30.44	$31.97	$33.57
BLDG & GRNDS MAINT WORKER 3	$22.68	$23.82	$25.02	$26.28	$27.60	$28.98	$30.44	$31.97	$33.57	$35.25	$37.01	$38.86
BOOKMOBILE LIBRARY ASSISTANT	$19.28	$20.24	$21.25	$22.32	$23.44	$24.62	$25.84	$27.14	$28.49	$29.92	$31.42	$32.98
BRANCH LIBRARY ASSISTANT 1	$19.28	$20.24	$21.25	$22.32	$23.44	$24.62	$25.84	$27.14	$28.49	$29.92	$31.42	$32.98
BRANCH LIBRARY ASSISTANT 2	$20.24	$21.25	$22.32	$23.44	$24.62	$25.84	$27.14	$28.49	$29.92	$31.42	$32.98	$34.63
BUILDING INSPECTOR 1	$23.49	$24.66	$25.91	$27.21	$28.58	$30.03	$31.53	$33.10	$34.76	$36.51	$38.34	$40.25
BUILDING INSPECTOR 2	$27.18	$28.56	$29.98	$31.48	$33.07	$34.73	$36.47	$38.29	$40.22	$42.23	$44.34	$46.56
BUILDING PLANCHECK INSPECTOR	$29.22	$30.70	$32.23	$33.86	$35.54	$37.32	$39.19	$41.16	$43.22	$45.38	$47.65	$50.03
BUILDING PLANS EXAMINER 1	$27.84	$29.22	$30.70	$32.23	$33.86	$35.54	$37.32	$39.19	$41.16	$43.22	$45.38	$47.65
BUILDING PLANS EXAMINER 2	$30.69	$32.22	$33.85	$35.54	$37.32	$39.19	$41.16	$43.22	$45.40	$47.66	$50.04	$52.55
CADASTRAL DRAFTING SPECIALST	$26.51	$27.85	$29.24	$30.71	$32.24	$33.87	$35.56	$37.36	$39.23	$41.19	$43.25	$45.41
CHILD SUPPORT ACCOUNTING SPEC	$22.91	$24.06	$25.28	$26.55	$27.87	$29.28	$30.75	$32.29	$33.90	$35.60	$37.37	$39.24
CHILD SUPPORT ASSISTANT I	$18.54	$19.47	$20.45	$21.47	$22.55	$23.67	$24.86	$26.12	$27.42	$28.79	$30.25	$31.77
CHILD SUPPORT ASSISTANT II	$20.45	$21.47	$22.55	$23.67	$24.86	$26.12	$27.42	$28.79	$30.25	$31.77	$33.36	$35.03
CHILD SUPPORT ASSISTANT III	$21.42	$22.50	$23.63	$24.80	$26.06	$27.37	$28.74	$30.18	$31.69	$33.28	$34.94	$36.69
CHILD SUPPORT LEGAL CLERK I	$19.20	$20.15	$21.16	$22.21	$23.33	$24.50	$25.72	$27.01	$28.36	$29.77	$31.26	$32.82
CHILD SUPPORT LEGAL CLERK II	$21.10	$22.14	$23.28	$24.43	$25.66	$26.94	$28.30	$29.71	$31.20	$32.76	$34.40	$36.12
CHILD SUPPORT LEGAL CLERK III	$22.32	$23.44	$24.62	$25.84	$27.14	$28.49	$29.92	$31.42	$32.98	$34.63	$36.36	$38.18
CHILD SUPPORT SPECIALIST 1	$21.48	$22.55	$23.69	$24.87	$26.13	$27.42	$28.81	$30.26	$31.76	$33.37	$35.04	$36.79
CHILD SUPPORT SPECIALIST 2	$23.11	$24.27	$25.48	$26.76	$28.11	$29.51	$30.99	$32.54	$34.19	$35.89	$37.68	$39.57
CHILD SUPPORT SPECIALIST 3	$25.06	$26.30	$27.62	$29.00	$30.46	$31.98	$33.58	$35.26	$37.02	$38.87	$40.81	$42.85
CODE ENFORCEMENT OFFICER	$29.50	$30.98	$32.53	$34.16	$35.88	$37.69	$39.57	$41.55	$43.62	$45.82	$48.11	$50.52
COLLECTIONS OFFICER 1	$22.91	$24.06	$25.28	$26.55	$27.87	$29.28	$30.75	$32.29	$33.90	$35.60	$37.37	$39.24
COLLECTIONS OFFICER 2	$25.26	$26.51	$27.85	$29.24	$30.71	$32.24	$33.87	$35.56	$37.36	$39.23	$41.19	$43.25
COMMUNITY OUTREACH COORDINATOR	$21.81	$22.91	$24.06	$25.28	$26.55	$27.87	$29.28	$30.75	$32.29	$33.90	$35.60	$37.37
CUSTODIAN	$18.15	$19.06	$20.02	$21.02	$22.08	$23.19	$24.35	$25.58	$26.86	$28.22	$29.63	$31.12
DA INVESTIGATIONS SPECIALIST	$29.35	$30.84	$32.38	$34.00	$35.72	$37.50	$39.38	$41.36	$43.44	$45.61	$47.89	$50.29
DA INVESTIGATIVE ASSISTANT	$23.52	$24.70	$25.93	$27.23	$28.60	$30.05	$31.55	$33.14	$34.79	$36.53	$38.36	$40.27
DEPUTY CHILD SUP ATTORNEY 1	$31.43	$33.00	$34.64	$36.39	$38.23	$40.15	$42.16	$44.28	$46.49	$48.82	$51.26	$53.82
DEPUTY CHILD SUP ATTORNEY 2	$34.67	$36.41	$38.25	$40.17	$42.19	$44.30	$46.51	$48.84	$51.29	$53.87	$56.56	$59.39

Job Title	STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	L1	L2	L3	L4	L5	L6	L7
DEPUTY CLERK-RECORDER 1	$18.92	$19.88	$20.88	$21.93	$23.05	$24.21	$25.43	$26.70	$28.04	$29.45	$30.92	$32.47
DEPUTY CLERK-RECORDER 2	$21.79	$22.88	$24.04	$25.23	$26.49	$27.83	$29.22	$30.70	$32.22	$33.85	$35.54	$37.32
DEPUTY DISTRICT ATTORNEY 1	$41.02	$43.08	$45.23	$47.49	$49.86	$52.35	$54.97	$57.72	$60.61	$63.64	$66.82	$70.16
DEPUTY DISTRICT ATTORNEY 2	$45.66	$47.95	$50.34	$52.86	$55.51	$58.28	$61.19	$64.25	$67.46	$70.84	$74.38	$78.10
DEPUTY DISTRICT ATTORNEY 3	$50.84	$53.38	$56.05	$58.85	$61.80	$64.89	$68.13	$71.53	$75.12	$78.87	$82.81	$86.95
DEPUTY PUB GUARD/CONSERVATOR 1	$18.15	$19.06	$20.02	$21.02	$22.08	$23.19	$24.35	$25.58	$26.86	$28.22	$29.63	$31.12
DEPUTY PUB GUARD/CONSERVATOR 2	$19.93	$20.92	$21.97	$23.07	$24.23	$25.44	$26.73	$28.07	$29.49	$30.95	$32.50	$34.12
DISTRICT ATTORNEY INVESTIGATOR	$27.19	$28.56	$29.99	$31.49	$33.07	$34.74	$36.48	$38.30	$40.23	$42.24	$44.35	$46.57
DRINKING DRIVER COORDINATOR	$21.81	$22.91	$24.06	$25.28	$26.55	$27.87	$29.28	$30.75	$32.29	$33.90	$35.60	$37.37
DRIVER 1	$18.15	$19.06	$20.02	$21.02	$22.08	$23.19	$24.35	$25.58	$26.86	$28.22	$29.63	$31.12
DRIVER 2	$19.06	$20.02	$21.02	$22.08	$23.19	$24.35	$25.58	$26.86	$28.22	$29.63	$31.12	$32.68
DRIVER 3	$20.02	$21.02	$22.08	$23.19	$24.35	$25.58	$26.86	$28.22	$29.63	$31.12	$32.68	$34.31
ELECTIONS COORDINATOR	$28.78	$30.24	$31.74	$33.35	$35.02	$36.78	$38.64	$40.58	$42.61	$44.76	$47.00	$49.35
ELECTIONS SERVICES ASSISTANT 1	$18.92	$19.88	$20.88	$21.93	$23.05	$24.21	$25.43	$26.70	$28.04	$29.45	$30.92	$32.47
ELECTIONS SERVICES ASSISTANT 2	$21.79	$22.88	$24.04	$25.23	$26.49	$27.83	$29.22	$30.70	$32.22	$33.85	$35.54	$37.32
ELECTIONS SPECIALIST	$25.23	$26.49	$27.83	$29.22	$30.70	$32.22	$33.85	$35.54	$37.32	$39.19	$41.15	$43.21
ELIGIBILITY SPECIALIST 1	$18.66	$19.59	$20.57	$21.59	$22.68	$23.82	$25.02	$26.28	$27.60	$28.98	$30.44	$31.97
ELIGIBILITY SPECIALIST 2	$20.57	$21.59	$22.68	$23.82	$25.02	$26.28	$27.60	$28.98	$30.44	$31.97	$33.57	$35.25
ELIGIBILITY SPECIALIST 3	$22.68	$23.82	$25.02	$26.28	$27.60	$28.98	$30.44	$31.97	$33.57	$35.25	$37.01	$38.86
EMPLOYMENT & TRAINING WORKER 1	$21.12	$22.17	$23.30	$24.45	$25.69	$26.96	$28.33	$29.73	$31.23	$32.80	$34.44	$36.16
EMPLOYMENT & TRAINING WORKER 2	$23.28	$24.43	$25.66	$26.94	$28.30	$29.71	$31.21	$32.78	$34.41	$36.15	$37.96	$39.86
EMPLOYMENT & TRAINING WORKER 3	$25.65	$26.93	$28.29	$29.70	$31.20	$32.77	$34.40	$36.14	$37.94	$39.84	$41.83	$43.92
ENVIRONMENTAL HEALTH AIDE	$20.17	$21.19	$22.26	$23.38	$24.54	$25.80	$27.08	$28.45	$29.87	$31.37	$32.96	$34.61
ENVIRONMENTAL HEALTH SPEC 1	$28.36	$29.78	$31.27	$32.86	$34.49	$36.22	$38.05	$39.96	$41.95	$44.06	$46.26	$48.58
ENVIRONMENTAL HEALTH SPEC 2	$31.28	$32.87	$34.51	$36.23	$38.06	$39.97	$41.97	$44.07	$46.28	$48.60	$51.03	$53.58
ENVIRONMENTAL HEALTH SPEC 3	$34.42	$36.16	$37.96	$39.88	$41.87	$43.97	$46.19	$48.50	$50.93	$53.47	$56.14	$58.95
ENVIRONMENTAL HEALTH TECH 1	$20.17	$21.19	$22.26	$23.38	$24.54	$25.80	$27.08	$28.45	$29.87	$31.37	$32.96	$34.61
ENVIRONMENTAL HEALTH TECH 2	$21.81	$22.91	$24.06	$25.28	$26.55	$27.87	$29.28	$30.75	$32.29	$33.90	$35.60	$37.37
EPIDEMIOLOGIST	$40.81	$42.86	$45.00	$47.25	$49.60	$52.09	$54.68	$57.43	$60.30	$63.33	$66.50	$69.82
EXECUTIVE ASSISTANT-PLANNING	$19.22	$20.17	$21.19	$22.26	$23.38	$24.54	$25.80	$27.08	$28.45	$29.87	$31.37	$32.96
FAIR FISCAL COORDINATOR 1	$25.26	$26.51	$27.85	$29.24	$30.71	$32.24	$33.87	$35.56	$37.36	$39.23	$41.19	$43.25
FAIR FISCAL COORDINATOR 2	$27.84	$29.22	$30.70	$32.23	$33.86	$35.54	$37.32	$39.19	$41.16	$43.22	$45.38	$47.65
FAMILY VIOLENCE OFFICER	$21.82	$22.92	$24.07	$25.28	$26.55	$27.88	$29.28	$30.75	$32.29	$33.91	$35.61	$37.39
FIELD SERVICES ASSISTANT	$18.30	$19.23	$20.20	$21.22	$22.30	$23.41	$24.57	$25.83	$27.13	$28.49	$29.91	$31.41
FISCAL & TECH SERVICES ASST 1	$18.15	$19.06	$20.02	$21.02	$22.08	$23.19	$24.35	$25.58	$26.86	$28.22	$29.63	$31.12
FISCAL & TECH SERVICES ASST 2	$19.06	$20.02	$21.02	$22.08	$23.19	$24.35	$25.58	$26.86	$28.22	$29.63	$31.12	$32.68
FISCAL & TECH SERVICES ASST 3	$21.02	$22.08	$23.19	$24.35	$25.58	$26.86	$28.22	$29.63	$31.12	$32.68	$34.31	$36.03
GEO INFO SYS (GIS) PLANNER 1	$25.88	$27.18	$28.56	$29.98	$31.48	$33.07	$34.73	$36.47	$38.29	$40.22	$42.23	$44.34
GEO INFO SYS (GIS) PLANNER 2	$27.84	$29.22	$30.70	$32.23	$33.86	$35.54	$37.32	$39.19	$41.16	$43.22	$45.38	$47.00
HAZ MAT SPECIALIST 1	$28.36	$29.78	$31.27	$32.86	$34.49	$36.22	$38.05	$39.96	$41.95	$44.06	$46.26	$48.58
HAZ MAT SPECIALIST 2	$31.28	$32.87	$34.51	$36.23	$38.06	$39.97	$41.97	$44.07	$46.28	$48.60	$51.03	$53.58
HAZ MAT SPECIALIST 3	$34.42	$36.16	$37.96	$39.88	$41.87	$43.97	$46.19	$48.50	$50.93	$53.47	$56.14	$58.95
HEAD COOK	$20.02	$21.02	$22.08	$23.19	$24.35	$25.58	$26.86	$28.22	$29.63	$31.12	$32.68	$34.31
HEALTH AIDE 1	$18.15	$19.06	$20.02	$21.02	$22.08	$23.19	$24.35	$25.58	$26.86	$28.22	$29.63	$31.12
HEALTH AIDE 2	$19.06	$20.02	$21.02	$22.08	$23.19	$24.35	$25.58	$26.86	$28.22	$29.63	$31.12	$32.68

Job Title	STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	L1	L2	L3	L4	L5	L6	L7
HEALTH EDUCATION COORDINATOR 1	$27.84	$29.22	$30.70	$32.23	$33.86	$35.54	$37.32	$39.19	$41.16	$43.22	$45.38	$47.65
HEALTH EDUCATION SPECIALIST	$25.26	$26.51	$27.85	$29.24	$30.71	$32.24	$33.87	$35.56	$37.36	$39.23	$41.19	$43.25
HIV SPECIALTY CLINIC THERAPIST	$29.23	$30.70	$32.23	$33.86	$35.55	$37.33	$39.20	$41.17	$43.23	$45.41	$47.67	$50.06
INFORMATION SYSTEMS TECHNICIAN	$26.07	$27.37	$28.74	$30.18	$31.69	$33.29	$34.96	$36.71	$38.54	$40.48	$42.50	$44.63
LEAD DEPUTY CLERK-RECORDER	$25.23	$26.49	$27.83	$29.22	$30.70	$32.22	$33.85	$35.54	$37.32	$39.19	$41.15	$43.21
LEGAL SECRETARY	$22.37	$23.51	$24.68	$25.92	$27.21	$28.59	$30.03	$31.52	$33.10	$34.76	$36.50	$38.32
LEGAL SECRETARY - SENIOR	$23.74	$24.93	$26.19	$27.51	$28.89	$30.33	$31.86	$33.45	$35.12	$36.88	$38.72	$40.66
LEGAL SECRETARY - TRAINEE	$20.28	$21.32	$22.39	$23.51	$24.70	$25.93	$27.24	$28.60	$30.04	$31.54	$33.12	$34.77
LEGAL SERVICES ASSISTANT 1	$18.15	$19.06	$20.02	$21.02	$22.08	$23.19	$24.35	$25.58	$26.86	$28.22	$29.63	$31.12
LEGAL SERVICES ASSISTANT 2	$20.02	$21.02	$22.08	$23.19	$24.35	$25.58	$26.86	$28.22	$29.63	$31.12	$32.68	$34.31
LIBRARIAN	$25.11	$26.38	$27.71	$29.10	$30.56	$32.09	$33.70	$35.40	$37.17	$39.04	$40.99	$43.04
LIBRARY AIDE	$18.37	$19.28	$20.24	$21.25	$22.32	$23.44	$24.62	$25.84	$27.14	$28.49	$29.92	$31.42
LIBRARY LITERACY CLERK	$18.37	$19.28	$20.24	$21.25	$22.32	$23.44	$24.62	$25.84	$27.14	$28.49	$29.92	$31.42
LIBRARY TECHNICIAN	$21.25	$22.32	$23.44	$24.62	$25.84	$27.14	$28.49	$29.92	$31.42	$32.98	$34.63	$36.36
LICENSED VOCATIONAL NURSE 1-BH	$24.12	$25.34	$26.62	$27.95	$29.35	$30.84	$32.38	$34.00	$35.72	$37.50	$39.38	$41.34
LICENSED VOCATIONAL NURSE 1-PH	$24.12	$25.34	$26.62	$27.95	$29.35	$30.84	$32.38	$34.00	$35.72	$37.50	$39.38	$41.34
LICENSED VOCATIONAL NURSE 2-BH	$25.33	$26.61	$27.94	$29.34	$30.82	$32.37	$33.99	$35.71	$37.49	$39.37	$41.34	$43.41
LICENSED VOCATIONAL NURSE 2-PH	$25.33	$26.61	$27.94	$29.34	$30.82	$32.37	$33.99	$35.71	$37.49	$39.37	$41.34	$43.41
LITERACY PROGRAM ASSISTANT 1	$19.28	$20.24	$21.25	$22.32	$23.44	$24.62	$25.84	$27.14	$28.49	$29.92	$31.42	$32.98
LITERACY PROGRAM ASSISTANT 2	$20.24	$21.25	$22.32	$23.44	$24.62	$25.84	$27.14	$28.49	$29.92	$31.42	$32.98	$34.63
MANAGEMENT ANALYST 1	$25.26	$26.51	$27.85	$29.24	$30.71	$32.24	$33.87	$35.56	$37.36	$39.23	$41.19	$43.25
MANAGEMENT ANALYST 2	$28.09	$29.49	$30.97	$32.52	$34.14	$35.87	$37.68	$39.56	$41.54	$43.60	$45.78	$48.07
MENTORING COORDINATOR	$18.15	$19.06	$20.02	$21.02	$22.08	$23.19	$24.35	$25.58	$26.86	$28.22	$29.63	$31.12
MUSEUM REGISTRAR	$18.37	$19.28	$20.24	$21.25	$22.32	$23.44	$24.62	$25.84	$27.14	$28.49	$29.92	$31.42
NATURAL RESOURCES ANALYST	$24.66	$25.89	$27.19	$28.57	$29.99	$31.49	$33.08	$34.74	$36.48	$38.30	$40.22	$42.23
NURSE PRACTITIONER	$55.54	$58.32	$61.25	$64.32	$67.52	$70.92	$74.47	$78.20	$82.12	$86.22	$90.53	$95.06
OFFICE ASSISTANT 1	$18.15	$19.06	$20.02	$21.02	$22.08	$23.19	$24.35	$25.58	$26.86	$28.22	$29.63	$31.12
OFFICE ASSISTANT 2	$19.06	$20.02	$21.02	$22.08	$23.19	$24.35	$25.58	$26.86	$28.22	$29.63	$31.12	$32.68
OFFICE ASSISTANT 3	$21.02	$22.08	$23.19	$24.35	$25.58	$26.86	$28.22	$29.63	$31.12	$32.68	$34.31	$36.03
OFFICE AUTOMATION ANALYST	$26.50	$27.82	$29.22	$30.68	$32.21	$33.84	$35.54	$37.31	$39.18	$41.14	$43.20	$45.36
OFFICE AUTOMATION SPECIALIST	$21.82	$22.92	$24.07	$25.28	$26.55	$27.88	$29.28	$30.75	$32.29	$33.91	$35.61	$37.39
PARALEGAL 1	$19.22	$20.17	$21.19	$22.26	$23.38	$24.54	$25.80	$27.08	$28.45	$29.87	$31.37	$32.96
PARALEGAL 2	$21.19	$22.26	$23.38	$24.54	$25.80	$27.08	$28.45	$29.87	$31.37	$32.96	$34.61	$36.34
PARALEGAL 3	$22.91	$24.06	$25.28	$26.55	$27.87	$29.28	$30.75	$32.29	$33.90	$35.60	$37.37	$39.24
PERMIT TECHNICIAN	$19.68	$20.67	$21.71	$22.83	$23.96	$25.16	$26.42	$27.75	$29.14	$30.61	$32.14	$33.75
PHYSICIAN ASSISTANT	$55.54	$58.32	$61.25	$64.32	$67.52	$70.92	$74.47	$78.20	$82.12	$86.22	$90.53	$95.06
PLANNING TECHNICIAN	$21.30	$22.35	$23.47	$24.65	$25.88	$27.18	$28.55	$29.96	$31.47	$33.04	$34.69	$36.43
PREVENTION AIDE	$18.15	$19.06	$20.02	$21.02	$22.08	$23.19	$24.35	$25.58	$26.86	$28.22	$29.63	$31.12
PROG COMPL & TRAINING ANALYST	$22.91	$24.06	$25.28	$26.55	$27.87	$29.28	$30.75	$32.29	$33.90	$35.60	$37.34	$39.24
PROGRAMMER ANALYST	$26.51	$27.85	$29.24	$30.71	$32.24	$33.87	$35.56	$37.36	$39.23	$41.19	$43.25	$45.41
PROJECT MANAGER	$32.22	$33.85	$35.54	$37.32	$39.19	$41.16	$43.22	$45.40	$47.66	$50.06	$52.56	$55.19
PROPERTY TAX ASSESSMENT SPEC 1	$20.24	$21.25	$22.32	$23.44	$24.62	$25.84	$27.14	$28.49	$29.92	$31.42	$32.98	$34.63
PROPERTY TAX ASSESSMENT SPEC 2	$22.32	$23.44	$24.62	$25.84	$27.14	$28.49	$29.92	$31.42	$32.98	$34.63	$36.36	$38.18
PROPERTY TAX ASSESSMENT TECH	$18.37	$19.28	$20.24	$21.25	$22.32	$23.44	$24.62	$25.84	$27.14	$28.49	$29.92	$31.42

Job Title	STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	L1	L2	L3	L4	L5	L6	L7
PSYCHIATRIC NURSE 1	$31.24	$32.82	$34.45	$36.19	$38.02	$39.92	$41.92	$44.02	$46.23	$48.55	$50.98	$53.53
PSYCHIATRIC NURSE 2	$34.99	$36.74	$38.59	$40.52	$42.55	$44.68	$46.92	$49.28	$51.74	$54.35	$57.07	$59.92
PSYCHIATRIC TECHNICIAN	$21.81	$22.91	$24.06	$25.28	$26.55	$27.87	$29.28	$30.75	$32.29	$33.90	$35.60	$37.37
PUBLIC HEALTH DATABASE ANALYST	$31.24	$32.82	$34.45	$36.19	$38.02	$39.92	$41.92	$44.02	$46.23	$48.55	$50.98	$53.53
PUBLIC HEALTH EMERGENCY PREPAREDNESS COORDINATOR	$30.69	$32.22	$33.85	$35.54	$37.32	$39.19	$41.16	$43.22	$45.40	$47.66	$50.04	$52.55
PUBLIC HEALTH NURSE 1	$31.24	$32.82	$34.45	$36.19	$38.02	$39.92	$41.92	$44.02	$46.23	$48.55	$50.98	$53.53
PUBLIC HEALTH NURSE 2	$34.99	$36.74	$38.59	$40.52	$42.55	$44.68	$46.92	$49.28	$51.74	$54.35	$57.07	$59.92
PUBLIC HEALTH NURSE 3	$38.73	$40.68	$42.72	$44.87	$47.11	$49.49	$51.95	$54.56	$57.30	$60.17	$63.18	$66.34
QUALITY ASSURANCE COORDINATOR	$29.23	$30.70	$32.23	$33.86	$35.55	$37.33	$39.20	$41.17	$43.23	$45.41	$47.67	$50.06
RECORDS MANAGEMENT TECH 1	$18.15	$19.06	$20.02	$21.02	$22.08	$23.19	$24.35	$25.58	$26.86	$28.22	$29.63	$31.12
RECORDS MANAGEMENT TECH 2	$20.02	$21.02	$22.08	$23.19	$24.35	$25.58	$26.86	$28.22	$29.63	$31.12	$32.68	$34.31
REGISTERED DENTAL ASSISTANT 1	$24.12	$25.34	$26.62	$27.95	$29.35	$30.84	$32.38	$34.00	$35.72	$37.50	$39.38	$41.34
REGISTERED DENTAL ASSISTANT 2	$25.33	$26.61	$27.94	$29.34	$30.82	$32.37	$33.99	$35.71	$37.49	$39.37	$41.34	$43.41
REGISTERED NURSE 1 - BH	$31.24	$32.82	$34.45	$36.19	$38.02	$39.92	$41.92	$44.02	$46.23	$48.55	$50.98	$53.53
REGISTERED NURSE 1 - PH	$31.24	$32.82	$34.45	$36.19	$38.02	$39.92	$41.92	$44.02	$46.23	$48.55	$50.98	$53.53
REGISTERED NURSE 2 - BH	$34.99	$36.74	$38.59	$40.52	$42.55	$44.68	$46.92	$49.28	$51.74	$54.35	$57.07	$59.92
REGISTERED NURSE 2 - PH	$34.99	$36.74	$38.59	$40.52	$42.55	$44.68	$46.92	$49.28	$51.74	$54.35	$57.07	$59.92
SENIOR BUILDING INSPECTOR	$27.84	$29.22	$30.70	$32.23	$33.86	$35.54	$37.32	$39.19	$41.16	$43.22	$45.38	$47.65
SENIOR BUILDING PLNCHK INSP	$32.12	$33.76	$35.45	$37.22	$39.10	$41.06	$43.13	$45.29	$47.56	$49.93	$52.43	$55.05
SENIOR DISTRICT ATTORNEY INVST	$29.95	$31.46	$33.03	$34.71	$36.44	$38.27	$40.19	$42.21	$44.33	$46.55	$48.88	$51.32
SENIOR PERMIT TECHNICIAN	$22.13	$23.27	$24.42	$25.65	$26.93	$28.29	$29.70	$31.20	$32.77	$34.40	$36.12	$37.93
SENIOR PLANNER	$30.69	$32.22	$33.85	$35.54	$37.32	$39.19	$41.16	$43.22	$45.40	$47.66	$50.04	$52.55
SENIOR SOCIAL WORKER A	$30.62	$32.14	$33.77	$35.45	$37.25	$39.09	$41.05	$43.11	$45.28	$47.54	$49.92	$52.41
SENIOR SOCIAL WORKER B	$33.50	$35.19	$36.94	$38.80	$40.74	$42.79	$44.92	$47.20	$49.57	$52.05	$54.65	$57.39
SITE MANAGER	$20.92	$21.97	$23.07	$24.23	$25.44	$26.73	$28.07	$29.49	$30.95	$32.53	$34.16	$35.86
SOCIAL SERVICES AIDE	$18.87	$19.81	$20.82	$21.87	$22.96	$24.10	$25.32	$26.60	$27.93	$29.33	$30.80	$32.34
SOCIAL WORKER 1	$24.37	$25.61	$26.87	$28.23	$29.65	$31.13	$32.69	$34.34	$36.06	$37.87	$39.76	$41.75
SOCIAL WORKER 2	$26.86	$28.22	$29.62	$31.12	$32.68	$34.33	$36.04	$37.86	$39.77	$41.75	$43.84	$46.03
SOCIAL WORKER 3	$29.36	$30.86	$32.40	$34.01	$35.73	$37.51	$39.39	$41.37	$43.45	$45.62	$47.90	$50.30
STAFF SERVICES ANALYST 1	$26.19	$27.49	$28.88	$30.33	$31.86	$33.45	$35.15	$36.89	$38.74	$40.69	$42.72	$44.86
STAFF SERVICES ANALYST 2	$28.86	$30.32	$31.85	$33.44	$35.12	$36.88	$38.73	$40.68	$42.72	$44.87	$47.11	$49.49
STAFF SERVICES SPECIALIST	$25.27	$26.54	$27.86	$29.26	$30.72	$32.25	$33.88	$35.59	$37.38	$39.25	$41.21	$43.27
SUBSTANCE USE DISORDER SPEC 1	$23.40	$24.56	$25.82	$27.12	$28.48	$29.90	$31.41	$32.98	$34.62	$36.37	$38.19	$40.10
SUBSTANCE USE DISORDER SPEC 2	$25.82	$27.12	$28.49	$29.92	$31.42	$32.99	$34.64	$36.37	$38.20	$40.10	$42.11	$44.21
TELECOMMUNICATIONS TECHNICIAN	$26.49	$27.83	$29.22	$30.70	$32.22	$33.85	$35.54	$37.32	$39.19	$41.16	$43.22	$45.38
TREAS/TAX COLLECTIONS OFFCR 1	$22.91	$24.06	$25.28	$26.55	$27.87	$29.28	$30.75	$32.29	$33.90	$35.60	$37.37	$39.24
TREAS/TAX COLLECTIONS OFFCR 2	$25.26	$26.51	$27.85	$29.24	$30.71	$32.24	$33.87	$35.56	$37.36	$39.23	$41.19	$43.25
TREASURER/TAX SPECIALIST 1	$20.24	$21.25	$22.32	$23.44	$24.62	$25.84	$27.14	$28.49	$29.92	$31.42	$32.98	$34.63
TREASURER/TAX SPECIALIST 2	$22.32	$23.44	$24.62	$25.84	$27.14	$28.49	$29.92	$31.42	$32.98	$34.63	$36.36	$38.18
TREASURER/TAX TECHNICIAN	$21.25	$22.32	$23.44	$24.62	$25.84	$27.14	$28.49	$29.92	$31.42	$32.98	$34.63	$36.36
VETERANS SERVICE REP 1	$18.30	$19.23	$20.20	$21.22	$22.30	$23.41	$24.57	$25.83	$27.13	$28.49	$29.91	$31.41
VETERANS SERVICE REP 2	$20.17	$21.19	$22.26	$23.38	$24.54	$25.80	$27.08	$28.45	$29.87	$31.37	$32.96	$34.61
VICTIM/WITNESS ADVOCATE	$22.83	$23.96	$25.16	$26.42	$27.75	$29.14	$30.61	$32.13	$33.76	$35.44	$37.21	$39.07
WELFARE FRAUD INVESTIGATOR 1	$26.57	$27.90	$29.29	$30.76	$32.31	$33.94	$35.64	$37.43	$39.29	$41.26	$43.32	$45.49
WELFARE FRAUD INVESTIGATOR 2	$28.80	$30.25	$31.75	$33.36	$35.02	$36.77	$38.63	$40.57	$42.59	$44.74	$46.98	$49.33

County of Plumas
Pay Schedule

Effective as of 09/16/2025 per Board of Supervisors Resolution Number 2025-9063; revised as of 10/07/2025 per Resolution Number 2025-9068 and adopted by the Board as of 11/04/2025 per Resolution Number 2025-XXXX

OE3 MID-MANAGEMENT

	HOURLY RATE											
Job Title	**STEP 1**	**STEP 2**	**STEP 3**	**STEP 4**	**STEP 5**	**L1**	**L2**	**L3**	**L4**	**L5**	**L6**	**L7**
A&D PROG CLINICIAN/SUPERVISOR	$35.53	$37.31	$39.18	$41.15	$43.21	$45.39	$47.65	$50.05	$52.55	$55.18	$57.94	$60.84
ALCOHOL & DRUG PROG CHIEF	$35.53	$37.31	$39.18	$41.15	$43.21	$45.39	$47.65	$50.05	$52.55	$55.18	$57.94	$60.84
ALTERNATIVE SENTENCING MANAGER	$30.66	$32.19	$33.80	$35.50	$37.28	$39.14	$41.11	$43.16	$45.33	$47.61	$49.99	$52.49
ANIMAL CONTROL SUPERVISOR	$27.16	$28.52	$29.94	$31.44	$33.01	$34.66	$36.39	$38.23	$40.15	$42.16	$44.27	$46.48
ASSESSOR'S OFFICE MANAGER	$25.26	$26.51	$27.85	$29.24	$30.71	$32.24	$33.87	$35.56	$37.36	$39.23	$41.19	$43.25
ASSISTANT BUILDING OFFICIAL	$35.53	$37.31	$39.18	$41.15	$43.21	$45.39	$47.65	$50.05	$52.55	$55.18	$57.94	$60.84
ASSISTANT COUNTY ASSESSOR	$32.22	$33.85	$35.54	$37.32	$39.19	$41.16	$43.22	$45.40	$47.66	$50.06	$52.56	$55.19
ASSISTANT DISTRICT ATTORNEY	$63.69	$66.87	$70.21	$73.72	$77.41	$81.28	$85.35	$89.62	$94.09	$98.79	$103.73	$108.92
ASSISTANT PLANNING DIRECTOR	$35.53	$37.31	$39.18	$41.15	$43.21	$45.39	$47.65	$50.05	$52.55	$55.18	$57.94	$60.84
ASST COUNTY CLERK-RECORDER	$31.83	$33.43	$35.10	$36.85	$38.70	$40.65	$42.68	$44.84	$47.07	$49.43	$51.90	$54.50
ASST DIR DEPT OF CHILD SUP SVC	$39.13	$41.09	$43.14	$45.30	$47.56	$49.94	$52.44	$55.06	$57.81	$60.70	$63.74	$66.93
ASST DIRECTOR OF PUBLIC HEALTH	$45.34	$47.62	$50.01	$52.51	$55.14	$57.90	$60.81	$63.88	$67.06	$70.41	$73.93	$77.63
ASST TREASURER/TAX COLLECTOR	$32.22	$33.85	$35.54	$37.32	$39.19	$41.16	$43.22	$45.40	$47.66	$50.06	$52.56	$55.19
BH ADMIN SERVICES OFFICER	$40.00	$41.99	$44.09	$46.30	$48.62	$51.06	$53.61	$56.31	$59.14	$62.11	$65.22	$68.48
BH AOD PROGRAM ADMIN	$43.73	$45.93	$48.24	$50.66	$53.19	$55.85	$58.65	$61.60	$64.68	$67.93	$71.33	$74.89
BH CONTINUING CARE COORDINATOR	$40.00	$41.99	$44.09	$46.30	$48.62	$51.06	$53.61	$56.31	$59.14	$62.11	$65.22	$68.48
BH QUAL IMPROVEMENT/COMPL MGR	$43.73	$45.93	$48.24	$50.66	$53.19	$55.85	$58.65	$61.60	$64.68	$67.93	$71.33	$74.89
BH UNIT SUPERVISOR	$40.00	$41.99	$44.09	$46.30	$48.62	$51.06	$53.61	$56.31	$59.14	$62.11	$65.22	$68.48
BH UNIT SUPERVISOR-NURSING	$40.00	$41.99	$44.09	$46.30	$48.62	$51.06	$53.61	$56.31	$59.14	$62.11	$65.22	$68.48
BLDG/GRDS MAINT SUPERVISOR 1	$24.22	$25.43	$26.70	$28.03	$29.45	$30.92	$32.47	$34.08	$35.79	$37.61	$39.49	$41.47
BLDG/GRDS MAINT SUPERVISOR 2	$25.43	$26.70	$28.03	$29.45	$30.92	$32.47	$34.08	$35.79	$37.61	$39.49	$41.46	$43.54
BUILDING OFFICIAL	$39.15	$41.12	$43.18	$45.34	$47.62	$50.01	$52.51	$55.14	$57.90	$60.81	$63.85	$67.04
CHIEF APPRAISER	$30.69	$32.22	$33.85	$35.54	$37.32	$39.19	$41.16	$43.22	$45.40	$47.66	$50.04	$52.55
CHIEF CODE ENFORCEMENT OFFICER	$34.17	$35.89	$37.70	$39.58	$41.56	$43.64	$45.83	$48.13	$50.53	$53.06	$55.71	$58.50
CHIEF DEP PUB GRDN/CONSERVATOR	$29.36	$30.86	$32.40	$34.01	$35.73	$37.51	$39.39	$41.37	$43.45	$45.62	$47.90	$50.30
CHILDRENS SERVICES COORDINATOR	$34.71	$36.44	$38.27	$40.19	$42.21	$44.32	$46.53	$48.86	$51.32	$53.89	$56.58	$59.41
COMMUNITY CARE CASE MANAGER	$21.19	$22.26	$23.38	$24.54	$25.80	$27.08	$28.45	$29.87	$31.37	$32.96	$34.61	$36.34
DA ADMINISTRATOR/ASSISTANT PUBLIC ADMIN	$25.27	$26.54	$27.86	$29.26	$30.72	$32.25	$33.88	$35.59	$37.38	$39.25	$41.21	$43.27
DEPUTY AG COMM/SEALER OF WEIGHTS & MEASURE	$34.25	$35.97	$37.76	$39.66	$41.64	$43.73	$45.91	$48.21	$50.63	$53.16	$55.82	$58.61
DEP DIR/SOC SERV PROGRAM MGR	$40.85	$42.92	$45.07	$47.33	$49.70	$52.18	$54.80	$57.54	$60.42	$63.46	$66.63	$69.96
DEPARTMENT FISCAL OFFICER 1	$25.26	$26.51	$27.85	$29.24	$30.71	$32.24	$33.87	$35.56	$37.36	$39.23	$41.19	$43.25
DEPARTMENT FISCAL OFFICER 2	$27.84	$29.22	$30.70	$32.23	$33.86	$35.54	$37.32	$39.19	$41.16	$43.22	$45.38	$47.65
DIRECTOR OF NURSING - PH	$47.49	$49.87	$52.38	$54.99	$57.74	$60.63	$63.68	$66.87	$70.21	$73.73	$77.42	$81.29
DIV DIR VETERANS SVCS OFFICER	$27.84	$29.22	$30.70	$32.23	$33.86	$35.54	$37.32	$39.19	$41.16	$43.22	$45.38	$47.65
ELIGIBILITY SUPERVISOR	$25.26	$26.51	$27.85	$29.24	$30.71	$32.24	$33.87	$35.56	$37.36	$39.23	$41.19	$43.25
EMPLOYMENT & TRNG WKR SUP	$31.36	$32.95	$34.58	$36.32	$38.15	$40.06	$42.06	$44.17	$46.39	$48.72	$51.16	$53.71
FISCAL SUPPORT COORD	$22.11	$23.21	$24.38	$25.61	$26.88	$28.24	$29.66	$31.13	$32.70	$34.34	$36.06	$37.86

Job Title	STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	L1	L2	L3	L4	L5	L6	L7
GEO INFO SYSTEM (GIS) COORD	$32.22	$33.85	$35.54	$37.32	$39.19	$41.16	$43.22	$45.40	$47.66	$50.06	$52.56	$55.19
GRANT COMPLIANCE OFFICER	$21.81	$22.91	$24.06	$25.28	$26.55	$27.87	$29.28	$30.75	$32.29	$33.90	$35.60	$37.37
HEALTH EDUCATION COORDINATOR 2	$30.69	$32.22	$33.85	$35.54	$37.32	$39.19	$41.16	$43.22	$45.40	$47.66	$50.04	$52.55
LIBRARY LITERACY PROGRAM COORD	$21.25	$22.32	$23.44	$24.62	$25.84	$27.14	$28.49	$29.92	$31.42	$32.98	$34.63	$36.36
MNTL HLTH SERVICES ACT COORD	$34.71	$36.44	$38.27	$40.19	$42.21	$44.32	$46.53	$48.86	$51.32	$53.89	$56.58	$59.41
OFFICE SUPERVISOR	$22.50	$23.62	$24.82	$26.06	$27.38	$28.73	$30.17	$31.68	$33.27	$34.92	$36.67	$38.51
PERMIT MANAGER	$25.26	$26.51	$27.85	$29.24	$30.71	$32.24	$33.87	$35.56	$37.36	$39.23	$41.19	$43.25
PH ADMIN SERVICES OFFICER	$40.00	$41.99	$44.09	$46.30	$48.62	$51.06	$53.61	$56.31	$59.14	$62.11	$65.22	$68.48
PROGRAM CHIEF-NURSING	$35.53	$37.31	$39.18	$41.15	$43.21	$45.39	$47.65	$50.05	$52.55	$55.18	$57.94	$60.84
PROGRAM MANAGER 1	$36.97	$38.83	$40.78	$42.82	$44.97	$47.23	$49.60	$52.09	$54.68	$57.43	$60.30	$63.32
PROGRAM MANAGER 2	$38.83	$40.78	$42.82	$44.97	$47.23	$49.60	$52.09	$54.68	$57.43	$60.30	$63.32	$66.48
PUBLIC HEALTH PROG DIV CHIEF	$33.81	$35.51	$37.29	$39.15	$41.12	$43.18	$45.34	$47.62	$50.01	$52.51	$55.14	$57.89
RECORDS MGMT COORDINATOR	$21.82	$22.92	$24.07	$25.28	$26.55	$27.88	$29.28	$30.75	$32.29	$33.91	$35.61	$37.39
SENIOR SERVICES DIVISION DIR.	$25.88	$27.18	$28.56	$29.98	$31.48	$33.07	$34.73	$36.47	$38.29	$40.22	$42.23	$44.34
SOCIAL SERVICES SUPERVISOR 1	$32.04	$33.65	$35.35	$37.13	$39.00	$40.95	$43.00	$45.14	$47.41	$49.79	$52.28	$54.89
SOCIAL SERVICES SUPERVISOR 2	$36.97	$38.83	$40.78	$42.82	$44.97	$47.23	$49.60	$52.09	$54.68	$57.43	$60.30	$63.32
STAFF SERVICES MANAGER	$35.52	$37.30	$39.17	$41.14	$43.20	$45.36	$47.64	$50.03	$52.54	$55.17	$57.93	$60.82
VICTIM/WITNESS COORDINATOR	$30.66	$32.19	$33.80	$35.50	$37.28	$39.14	$41.11	$43.16	$45.33	$47.61	$49.99	$52.49

County of Plumas
Pay Schedule

Effective as of 09/16/2025 per Board of Supervisors Resolution Number 2025-9063; revised as of 10/07/2025 per Resolution Number 2025-9068 and adopted by the Board as of 11/04/2025 per Resolution Number 2025-XXXX

PROBATION MID-MANAGEMENT

	HOURLY RATE											
Job Title	**STEP 1**	**STEP 2**	**STEP 3**	**STEP 4**	**STEP 5**	**L1**	**L2**	**L3**	**L4**	**L5**	**L6**	**L7**
DEPARTMENT FISCAL OFFICER 1	$25.74	$27.05	$28.40	$29.84	$31.32	$32.88	$34.54	$36.28	$38.08	$40.00	$42.00	$44.10
DEPARTMENT FISCAL OFFICER 2	$28.38	$29.80	$31.30	$32.86	$34.52	$36.26	$38.06	$39.97	$41.98	$44.08	$46.28	$48.59
SUPERVISING PROBATION OFFICER	$30.56	$32.09	$33.69	$35.38	$37.15	$39.01	$40.96	$43.01	$45.16	$47.42	$49.79	$52.28

County of Plumas
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PROBATION ASSC

	HOURLY RATE											
Job Title	**STEP 1**	**STEP 2**	**STEP 3**	**STEP 4**	**STEP 5**	**L1**	**L2**	**L3**	**L4**	**L5**	**L6**	**L7**
ADMINISTRATIVE ASSISTANT 1	$18.47	$19.38	$20.36	$21.36	$22.45	$23.56	$24.74	$25.99	$27.27	$28.64	$30.07	$31.57
ADMINISTRATIVE ASSISTANT 2	$19.38	$20.36	$21.36	$22.45	$23.56	$24.74	$25.99	$27.27	$28.64	$30.07	$31.57	$33.15
DEPUTY PROBATION OFFICER 1	$22.13	$23.27	$24.42	$25.65	$26.93	$28.29	$29.70	$31.20	$32.77	$34.40	$36.12	$37.93
DEPUTY PROBATION OFFICER 2	$23.95	$25.16	$26.43	$27.75	$29.15	$30.61	$32.13	$33.76	$35.45	$37.24	$39.10	$41.06
DEPUTY PROBATION OFFICER 3	$26.40	$27.72	$29.12	$30.56	$32.09	$33.69	$35.38	$37.15	$39.01	$40.96	$43.01	$45.16
DETENTION COORDINATOR	$23.39	$24.55	$25.81	$27.09	$28.46	$29.89	$31.39	$32.97	$34.61	$36.33	$38.15	$40.06
LEGAL SERVICES ASSISTANT 1	$18.47	$19.38	$20.36	$21.36	$22.45	$23.56	$24.74	$25.99	$27.27	$28.64	$30.07	$31.57
LEGAL SERVICES ASSISTANT 2	$20.36	$21.36	$22.45	$23.56	$24.74	$25.99	$27.27	$28.64	$30.07	$31.59	$33.17	$34.83
MANAGEMENT ANALYST 1	$26.13	$27.43	$28.81	$30.26	$31.76	$33.37	$35.04	$36.78	$38.63	$40.57	$42.60	$44.73
MANAGEMENT ANALYST 2	$29.07	$30.53	$32.05	$33.66	$35.34	$37.13	$38.98	$40.94	$42.99	$45.14	$47.40	$49.77
OFFICE ASSISTANT 1	$18.47	$19.38	$20.36	$21.36	$22.45	$23.56	$24.74	$25.99	$27.27	$28.64	$30.07	$31.57
OFFICE ASSISTANT 2	$19.38	$20.36	$21.36	$22.45	$23.56	$24.74	$25.99	$27.27	$28.64	$30.07	$31.57	$33.15
OFFICE ASSISTANT 3	$21.36	$22.45	$23.56	$24.74	$25.99	$27.27	$28.64	$30.07	$31.57	$33.15	$34.81	$36.55
PROB PROG COORD/ADMIN ASSIST	$23.25	$24.43	$25.64	$26.94	$28.30	$29.71	$31.21	$32.79	$34.43	$36.15	$37.96	$39.86
PROBATION ASSISTANT	$18.65	$19.58	$20.56	$21.58	$22.67	$23.79	$25.00	$26.26	$27.58	$28.95	$30.40	$31.92
PROBATION REPORT WRITER	$22.22	$23.33	$24.51	$25.73	$27.04	$28.39	$29.81	$31.31	$32.87	$34.53	$36.26	$38.07

County of Plumas
Pay Schedule

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SHERIFF EMPLOYEE ASSC

	HOURLY RATE									
Job Title	**STEP 1**	**STEP 2**	**STEP 3**	**STEP 4**	**STEP 5**	**L1**	**L2**	**L3**	**L4**	**L5**
ASSISTANT PROGRAM MANAGER	$19.03	$19.99	$20.99	$22.04	$23.15	$24.30	$25.52	$26.80	$28.14	$29.57
CORRECTIONAL OFFICER 1	$22.78	$23.91	$25.11	$26.37	$27.69	$29.09	$30.54	$32.07	$33.69	$35.37
CORRECTIONAL OFFICER 2	$25.10	$26.36	$27.68	$29.08	$30.54	$32.08	$33.68	$35.38	$37.14	$39.01
CORRECTIONAL SERGEANT	$27.84	$29.22	$30.70	$32.23	$33.86	$35.54	$37.32	$39.19	$41.16	$43.22
CRIME ANALYST	$21.42	$22.50	$23.63	$24.80	$26.06	$27.37	$28.74	$30.18	$31.69	$33.28
DEP SHERIFF 2/COM EQUIP COORD	$35.29	$37.06	$38.90	$40.86	$42.91	$45.06	$47.33	$49.70	$52.20	$54.80
DEPUTY SHERIFF 1	$25.82	$27.12	$28.49	$29.92	$31.42	$32.99	$34.64	$36.37	$38.20	$40.10
DEPUTY SHERIFF 2	$28.44	$29.88	$31.37	$32.94	$34.60	$36.34	$38.15	$40.06	$42.07	$44.18
DEPUTY SHERIFF 2-ADVANCED	$29.94	$31.45	$33.02	$34.69	$36.43	$38.26	$40.18	$42.18	$44.29	$46.54
DEPUTY SHERIFF 2-INTERMEDIATE	$29.30	$30.77	$32.32	$33.94	$35.63	$37.43	$39.31	$41.28	$43.34	$45.52
SH INVSTG/CANNABIS CODE COMPL	$34.49	$36.23	$38.03	$39.94	$41.94	$44.05	$46.26	$48.59	$51.01	$53.57
SHERIFF DISPATCHER 1	$22.78	$23.91	$25.11	$26.37	$27.69	$29.09	$30.54	$32.07	$33.69	$35.37
SHERIFF DISPATCHER 2	$24.32	$25.54	$26.83	$28.16	$29.58	$31.07	$32.62	$34.26	$35.98	$37.78
SHERIFF DISPATCHER 2 - INTERMEDIATE	$25.06	$26.30	$27.62	$29.00	$30.46	$31.98	$33.58	$35.26	$37.02	$38.87
SHERIFF DISPATCHER 2 - ADVANCED	$25.54	$26.83	$28.16	$29.58	$31.07	$32.62	$34.26	$35.98	$37.78	$39.66
SHERIFF EMERGENCY SERVICES & TRAINING COORD.	$27.88	$29.28	$30.73	$32.29	$33.91	$35.62	$37.40	$39.28	$41.24	$43.31
SHERIFF INVESTIGATOR	$30.59	$32.12	$33.76	$35.45	$37.22	$39.10	$41.06	$43.13	$45.29	$47.56
SHERIFF INVESTIGATOR SERGEANT	$37.30	$39.17	$41.14	$43.19	$45.35	$47.63	$50.02	$52.51	$55.14	$57.90
SHERIFF INVESTIGATOR-ADVANCED	$32.20	$33.83	$35.51	$37.30	$39.17	$41.14	$43.19	$45.35	$47.63	$50.02
SHERIFF INVESTIGATOR-INTERMED	$31.52	$33.10	$34.77	$36.52	$38.35	$40.27	$42.28	$44.40	$46.63	$48.97
SHERIFF SERGEANT	$32.12	$33.76	$35.45	$37.22	$39.10	$41.06	$43.13	$45.29	$47.56	$49.93
SHERIFF SERGEANT-ADVANCED	$34.64	$36.37	$38.21	$40.12	$42.13	$44.24	$46.46	$48.79	$51.23	$53.78
SHERIFF SERGEANT-INTERMEDIATE	$33.89	$35.59	$37.38	$39.26	$41.23	$43.30	$45.46	$47.74	$50.14	$52.64
SHERIFF SERVICES ASSISTANT 1	$20.57	$21.59	$22.68	$23.82	$25.02	$26.28	$27.60	$28.98	$30.44	$31.97
SHERIFF SERVICES ASSISTANT 2	$22.67	$23.81	$25.01	$26.27	$27.59	$28.97	$30.43	$31.96	$33.56	$35.24

County of Plumas
Pay Schedule

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SHERIFF EMPLOYEE ASSC MID-MGMT

	HOURLY RATE									
Job Title	**STEP 1**	**STEP 2**	**STEP 3**	**STEP 4**	**STEP 5**	**L1**	**L2**	**L3**	**L4**	**L5**
ASST DIR OF EMERGENCY SERVICES	$29.09	$30.54	$32.08	$33.68	$35.38	$37.14	$39.01	$40.96	$43.01	$45.17
COMMUNICATIONS SUPER ADVANCED	$29.41	$30.90	$32.45	$34.07	$35.77	$37.57	$39.46	$41.42	$43.50	$45.68
COMMUNICATIONS SUPER INTERMED	$28.85	$30.30	$31.82	$33.42	$35.08	$36.84	$38.70	$40.64	$42.67	$44.81
COMMUNICATIONS SUPERVISOR	$28.01	$29.41	$30.90	$32.45	$34.07	$35.77	$37.57	$39.46	$41.42	$43.50
JAIL COMMANDER	$40.09	$42.12	$44.23	$46.45	$48.77	$51.20	$53.78	$56.48	$59.32	$62.29
SH INV SGT/CODE COMPLIANCE SUP	$40.09	$42.12	$44.23	$46.45	$48.77	$51.20	$53.78	$56.48	$59.32	$62.29
SHERIFF ADMIN SERGEANT	$37.30	$39.17	$41.14	$43.19	$45.35	$47.63	$50.02	$52.51	$55.14	$57.90
SHERIFF FISCAL OFFICER 1	$28.68	$30.11	$31.62	$33.19	$34.87	$36.62	$38.47	$40.39	$42.41	$44.53
SHERIFF FISCAL OFFICER 2	$33.85	$35.54	$37.34	$39.22	$41.18	$43.25	$45.43	$47.69	$50.09	$52.60
SHERIFF PATROL COMMANDER	$40.09	$42.12	$44.23	$46.45	$48.77	$51.20	$53.78	$56.48	$59.32	$62.29
SHERIFF'S OFFICE MANAGER	$28.56	$29.99	$31.49	$33.07	$34.73	$36.47	$38.30	$40.22	$42.24	$44.36
SHERIFF'S SPECIAL OPS SGT	$37.30	$39.17	$41.14	$43.19	$45.35	$47.63	$50.02	$52.51	$55.14	$57.90

County of Plumas
Pay Schedule

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UNDERSHERIFF

	HOURLY RATE									
Job Title	**STEP 1**	**STEP 2**	**STEP 3**	**STEP 4**	**STEP 5**	**L1**	**L2**	**L3**	**L4**	**L5**
UNDERSHERIFF	$46.06	$48.37	$50.79	$53.33	$56.00	$58.80	$61.74	$64.83	$68.08	$71.49

PLUMAS COUNTY
SHERIFFS DEPARTMENT
MEMORANDUM

TO:	**Honorable Chair and Board of Supervisors**
FROM:	**Sarah Novak, Sheriff's Fiscal Officer**
MEETING DATE:	**November 4, 2025**
SUBJECT:	**Approve and authorize Chair to sign amendment to agreement between Plumas County Sheriff's Office and National Medical Services, to include four new tests; (No General Fund Impact) ; approved as to form by County Counsel.**

Recommendation:

Approve and authorize Chair to sign amendment to agreement between Plumas County Sheriff's Office and National Medical Services, to include four new tests; (No General Fund Impact) ; approved as to form by County Counsel.

Background and Discussion:

Amendment to the contract to add the following tests to Exhibit B:
8053B – Postmortem, Basic w/BHB Confirmation, Blood (Forensic) - $142
8059B – Postmortem, Expanded w/BHB Confirmation, Blood (Forensic) - $239
8131B – Postmortem, TotalTox™ w/BHB Confirmation, Blood (Forensic) - $477
5150B - Betahydroxybutyric Acid Confirmation, Postmortem, Blood (Forensic) - $150

Action:

Approve and authorize Chair to sign amendment to agreement between Plumas County Sheriff's Office and National Medical Services, to include four new tests; (No General Fund Impact) ; approved as to form by County Counsel.

Fiscal Impact:

No Additional General Fund Impact.

Attachments:

1. NMS Labs 2025 Amendment FINAL
2. NMS Labs 2025 FULLY EXECUTED

FIRST AMENDMENT TO AGREEMENT

BY AND BETWEEN

PLUMAS COUNTY AND NATIONAL MEDICAL SERVICES INC. DBA NMS LABS

This First Amendment to Agreement ("Amendment") is made on Oct 1, 2025, between PLUMAS COUNTY, a political subdivision of the State of California ("COUNTY"), and National Medical Services, Inc., dba NMS Labs, a Pennsylvania Corporation ("CONTRACTOR") who agrees as follows:

1. **Recitals:** This Amendment is made with reference to the following facts and objectives:

    a. COUNTY and CONTRACTOR have entered into a written Agreement dated July 1, 2025, (the "Agreement"), in which CONTRACTOR agreed to provide laboratory testing and services to COUNTY.

    b. Because of changes in testing available by CONTRACTOR, the parties desire to change the Agreement.

2. **Amendments:** The parties agree to amend the Agreement as follows:

    a. Exhibit B to include the following additional tests and prices:

    8053B – Postmortem, Basic w/BHB Confirmation, Blood (Forensic) - $142

    8059B – Postmortem, Expanded w/BHB Confirmation, Blood (Forensic) - $239

    8131B – Postmortem, TotalTox™ w/BHB Confirmation, Blood (Forensic) - $477

    5150B - Betahydroxybutyric Acid Confirmation, Postmortem, Blood (Forensic) - $150

3. **Effectiveness of Agreement:** Except as set forth in this First Amendment of Agreement, all provisions of the Agreement dated July 1, 2025, shall remain unchanged and in full force and effect.

CONTRACTOR:

National Medical Services, Inc., dba NMS Labs, a Pennsylvania Corporation

By:_____
Name: David Delia
Title: CEO
Date signed:

By:_____
Name: Tatyana Kosheleva
Title: CFO
Date signed:

COUNTY:

County of Plumas, a political subdivision of the State of California

By:_____
Name: Kevin Goss
Title: Chair, Board of Supervisors
Date signed:

ATTEST:

By:_____
Name: Allen Hiskey
Title: Clerk, Board of Supervisors
Date signed:

Approved as to form:

Stephen Schofield, Attorney
County Counsel's Office

Services Agreement

This Agreement is made by and between the COUNTY OF PLUMAS, a political subdivision of the State of California, by and through its **Sheriff's Office** (hereinafter referred to as "County"), and National Medical Services, Inc., dba NMS Labs, a Pennsylvania Corporation (hereinafter referred to as "Contractor").

The parties agree as follows:

1. Scope of Work. Contractor shall provide the County with services as set forth in Exhibit A, attached hereto.

2. Compensation. County shall pay Contractor for services provided to County pursuant to this Agreement in the manner set forth in Exhibit B, attached hereto. The total amount paid by County to Contractor under this Agreement shall not exceed Thirty Thousand Dollars ($30,000.00).

3. Term. The term of this agreement shall be from July 1, 2025 through June 30, 2027, unless terminated earlier as provided herein. County's Board of Supervisors hereby ratifies, and approves for payment, services provided by Contractor from July 1, 2025 to the date of approval of this Agreement by the Board of Supervisors.

4. Termination. Either party may terminate this agreement by giving thirty (30) days written notice to the other party.

5. Non-Appropriation of Funds. It is mutually agreed that if, for the current fiscal year and/or any subsequent fiscal years covered under this Agreement, insufficient funds are appropriated to make the payments called for by this Agreement, this Agreement shall be of no further force or effect. In this event, the County shall have no liability to pay any further funds whatsoever to Contractor or furnish any other consideration under this Agreement and Contractor shall not be obligated to perform any further services under this Agreement. If funding for any fiscal year is reduced or deleted for the purposes of this program, the County shall have the option to either cancel this Agreement with no further liability incurring to the County, or offer an amendment to Contractor to reflect the reduced amount available to the program. The parties acknowledge and agree that the limitations set forth above are required by Article XVI, section 18 of the California Constitution. Contractor acknowledges and agrees that said Article XVI, section 18 of the California Constitution supersedes any conflicting law, rule, regulation or statute.

6. Warranty and Legal Compliance. The services provided under this Agreement are non-exclusive and shall be completed promptly and competently. Contractor shall guarantee all parts and labor for a period of one year following the expiration of the term of this Agreement unless otherwise specified in Exhibit A. Contractor agrees to comply with all applicable terms of state and federal laws and regulations, all applicable grant funding conditions, and all applicable terms of the Plumas County Code and the Plumas County Purchasing and Practice Policies.

7. Amendment. This Agreement may be amended at any time by mutual agreement of the parties, expressed in writing and duly executed by both parties. No alteration of the terms of this Agreement shall be valid or binding upon either party unless made in writing and duly executed by both parties.

8. Indemnification. Indemnification. To the furthest extent permitted by law, County shall not be liable for, and Contractor shall defend and indemnify County and its officers, agents, employees, and volunteers (collectively "County Parties"), against any and all claims, deductibles, self-insured retentions, demands, liability, judgments, awards, fines, mechanics' liens or other liens, labor disputes, losses, damages, expenses, charges or costs of any kind or character, including attorney's fees and court costs (hereinafter collectively referred to as "Claims"), which arise out of or are in any way connected to the work covered by this Agreement arising either directly or indirectly from any act, error, omission or negligence of Contractor or its officers, employees, agents, contractors, licensees or servants, including, Claims caused by the concurrent negligent act, error or omission, whether active or passive of County Parties. Contractor shall have no obligation, however, to defend or indemnify County Parties from a Claim if it is determined by a court of competent jurisdiction that such Claim was caused by the sole negligence or willful misconduct of County Parties. The obligations of this indemnity shall be for the full amount of all damage to County as determined by a court of law. The contractor responsibility shall be limited to the maximum amount contained in the certificate of insurance.

9. Insurance. Contractor agrees to maintain the following insurance coverage throughout the term of this Agreement:

   a. Commercial general liability (and professional liability, if applicable to the services provided) coverage, with minimum per occurrence limit of the greater of (i) the limit available on the policy, or (ii) one million dollars ($1,000,000).

   b. Automobile liability coverage (including non-owned automobiles), with minimum bodily injury limit of the greater of (i) the limit available on the policy, or (ii) two-hundred fifty thousand dollars ($250,000) per person and five hundred thousand dollars ($500,000) per accident, as well as a minimum property damage limit of the greater of (i) the limit available on the policy, or (ii) fifty thousand dollars ($50,000) per accident.

   c. Each policy of commercial general liability (and professional liability, if applicable to the services provided) coverage and automobile liability coverage (including non-owned automobiles) shall meet the following requirements:

      i. Each policy shall be endorsed to name the County, its officers, officials, employees, representatives and agents (collectively, for the purpose of this section 9, the "County") as additional insureds. The Additional Insured

endorsement shall be at least as broad as ISO Form Number CG 20 38 04 13; and

ii. All coverage available under such policy to Contractor, as the named insured, shall also be available and applicable to the County, as the additional insured; and

iii. All of Contractor's available insurance proceeds in excess of the specified minimum limits shall be available to satisfy any and all claims of the County, including defense costs and damages; and

iv. Any insurance limitations are independent of and shall not limit the indemnification terms of this Agreement; and

v. Contractor's policy shall be primary insurance as respects the County, its officers, officials, employees, representatives and agents, and any insurance or self-insurance maintained by the County, its officers, officials, employees, representatives and agents shall be in excess of the Contractor's insurance and shall not contribute with it, and such policy shall contain any endorsements necessary to effectuate this provision. The primary and non-contributory endorsement shall be at least as broad as ISO Form 20 01 04 13; and

vi. To the extent that Contractor carries any excess insurance policy applicable to the work performed under this Agreement, such excess insurance policy shall also apply on a primary and non-contributory basis for the benefit of the County before the County's own primary insurance policy or self-insurance shall be called upon to protect it as a named insured, and such policy shall contain any endorsements necessary to effectuate this provision.

d. Workers Compensation insurance in accordance with California state law.

If requested by County in writing, Contractor shall furnish a certificate of insurance satisfactory to County as evidence that the insurance required above is being maintained. Said certificate of insurance shall include a provision stating that the insurers will not cancel the insurance coverage without thirty (30) days' prior written notice to the County. County reserves the right to require complete, certified copies of all required insurance policies, including endorsements affecting the coverage required by these specifications at any time. Contractor shall require all subcontractors to comply with all indemnification and insurance requirements of this agreement, and Contractor shall verify subcontractor's compliance.

10. Licenses and Permits. Contractor represents and warrants to County that it or its principals have all licenses, permits, qualifications, and approvals of whatsoever nature that are legally required for Contractor to practice its profession and to perform its duties and obligations under this Agreement. Contractor represents and warrants to County that Contractor shall, at its sole cost and expense, keep in effect at all times during the term of

this Agreement any licenses, permits, and approvals that are legally required for Contractor or its principals to practice its professions and to perform its duties and obligations under this Agreement.

11. Relationship of Parties. It is understood that Contractor is not acting hereunder as an employee of the County, but solely as an independent contractor. Contractor, by virtue of this Agreement, has no authority to bind, or incur any obligation on behalf of, County. Except as expressly provided in this Agreement, Contractor has no authority or responsibility to exercise any rights or power vested in County. It is understood by both Contractor and County that this Agreement shall not under any circumstances be construed or considered to create an employer-employee relationship or joint venture.

12. Business-to-Business Relationship. Contractor represents and warrants that Contractor is an individual acting as a sole proprietor, or a business entity formed as a partnership, limited liability company, limited liability partnership, or corporation ("business service provider") that customarily provides services of the same nature as the services provided for County under this Agreement. Contractor represents and warrants that Contractor advertises these services to and contracts with entities other than County. Contractor represents and warrants that Contractor maintains a separate business location and has all required business licenses and tax registration, if any, in order to perform services under this Agreement. Contractor shall have the right to set their own hours and location of work, consistent with the nature of the services provided under this Agreement. Contractor shall determine the method, means and manner of performance of, but not limited to, such matters as outlined in Exhibit "A" without restriction by County. County is interested only in the results to be achieved from Contractor's performance of the services. Contractor shall provide their own resources and equipment and direct their operation in all respects when necessary to perform these services. Notwithstanding this Agreement, Contractor shall have the right to provide the same or similar services to entities other than the County without restriction. County shall have no authority, control, or liability regarding Contractor's performance or activities before or after each instance that Contractor may perform under this Agreement. Contractor will at all times indemnify and hold County, and their respective agents, contractors and employees harmless from any and all claims, damages, liabilities and costs (including attorneys' fees) arising out of any material breach by Contractor of any representation, warrant or agreement made by Contractor hereunder or arising out of Contractor's services.

13. Assignment. Contractor may not assign, subcontract, sublet, or transfer its interest in this Agreement without the prior written consent of the County.

14. Non-discrimination. Contractor agrees not to discriminate in the provision of service under this Agreement on the basis of race, color, religion, marital status, national origin, ancestry, sex, sexual orientation, physical or mental handicap, age, or medical condition.

15. Choice of Law. The laws of the State of California shall govern this agreement.

16. Interpretation. This agreement is the result of the joint efforts of both parties and their attorneys. The agreement and each of its provisions will be interpreted fairly, simply, and not strictly for or against either party.

17. Integration. This Agreement constitutes the entire understanding between the parties respecting the subject matter contained herein and supersedes any and all prior oral or written agreements regarding such subject matter.

18. Severability. The invalidity of any provision of this Agreement, as determined by a court of competent jurisdiction, shall in no way affect the validity of any other provision hereof.

19. Headings. The headings and captions contained in this Agreement are for convenience only, and shall be of no force or effect in construing and interpreting the provisions of this Agreement.

20. Waiver of Rights. No delay or failure of either party in exercising any right, and no partial or single exercise of any right, shall be deemed to constitute a waiver of that right or any other right.

21. Conflict of Interest. The parties to this Agreement have read and are aware of the provisions of Government Code section 1090 *et seq.* and section 87100 *et seq.* relating to conflicts of interest of public officers and employees. Contractor represents that it is unaware of any financial or economic interest of any public officer or employee of County relating to this Agreement. It is further understood and agreed that if such a financial interest does exist at the inception of this Agreement and is later discovered by the County, the County may immediately terminate this Agreement by giving written notice to Contractor.

22. Notice Addresses. All notices under this Agreement shall be effective only if made in writing and delivered by personal service or by mail and addressed as follows. Either party may, by written notice to the other, change its own mailing address.

County:

Sheriff's Office
County of Plumas
1400 E. Main Street
Quincy, CA 95971
Attention: Sarah Novak, Fiscal Officer

Contractor:

National Medical Services, Inc.
200 Welsh Road
Horsham, PA 19044
Attention: ~~Tatyana Koshcleva. CFO~~
Gregory Schuh, Controller

23. Time of the Essence. Time is hereby expressly declared to be of the essence of this Agreement and of each and every provision thereof, and each such provision is hereby made and declared to be a material, necessary, and essential part of this Agreement.

24. Contract Execution. Each individual executing this Agreement on behalf of Contractor represents that he or she is fully authorized to execute and deliver this Agreement.

25. Ukraine Sanctions. Pursuant to Executive Order N-6-22 Contractor is aware that as a compliance with the economic sanctions imposed in response to Russia's actions in Ukraine is required, including with respect to, but not limited to, the federal executive orders identified in the EO and the sanctions identified on the U.S. Department of the Treasury website (https://home.treasury.gov/policy-issues/financial-sanctions/sanctions-programs-and-country-information/ukraine-russia-related-sanctions). Failure to comply may result in the termination of this agreement.

26. Suspension and Debarment. The County does not employ vendors or contractors who are listed on the National World Wide Web Site System for Award Management (sam.gov) by Federal General Services Administration (GSA) for the purpose of disseminating information on parties that are debarred from receiving Federal contracts, certain subcontracts, and certain Federal financial and nonfinancial assistance and benefits, pursuant to the provisions of 31 U.S.C. 6101, note, E.O. 12549, E.O. 12689, 48 CFR 9.404, and each agency's codification of the Common Rule for Non-procurement suspension and debarment.

a. This Contract is a covered transaction for purposes of 2 C.F.R. pt. 180 and 2 C.F.R. pt. 3000. As such, the Contractor is required to verify that none of the Contractor, its principals (defined at 2 C.F.R. § 180.995), or its affiliates (defined at 2 C.F.R. § 180.905) are excluded (defined at 2 C.F.R.§ 180.940) or disqualified (defined at 2 C.F.R. § 180.935).

b. The Contractor must comply with 2 C.F.R. pt. 180, subpart C and 2 C.F.R. pt. 3000, subpart C and must include a requirement to comply with these regulations in any lower tier covered transaction it enters into.

c. This certification is a material representation of fact relied upon by the County. If it is later determined that the Contractor did not comply with 2 C.F.R. pt. 180, subpart C and 2 C.F.R. pt. 3000, subpart C, in addition to remedies available to the County, the Federal Government may pursue available remedies, including but not limited to suspension and/or debarment.

d. The bidder or proposer agrees to comply with the requirements of 2 C.F.R. pt. 180, subpart C and 2 C.F.R. pt. 3000, subpart C while this offer is valid and throughout the period of any Contract that may arise from this offer. The bidder or proposer further agrees to include a provision requiring such compliance in its lower tier covered transactions.

27. Retention of Records. If the maximum compensation payable under section 2 of this Agreement exceeds $10,000, then, pursuant to California Government Code section 8546.7, the performance of any work under this Agreement is subject to the examination and audit of the State Auditor at the request of the County or as part of any audit of the County for a period of three years after final payment under the Agreement. Each party hereto shall retain all records relating to the performance and administration of this Agreement for three years after final payment hereunder, and Contractor agrees to provide such records either to the County or to the State Auditor upon the request of either the State Auditor or the County.

28. Conflicts. In the event of any conflict between the terms of this Agreement and the terms of any exhibit hereto, the terms of this Agreement shall control, and the conflicting term of the exhibit shall be given no effect. Any limitation of liability contained in an attached exhibit shall be null and void.

IN WITNESS WHEREOF, this Agreement has been executed as of the date set forth below.

CONTRACTOR:

National Medical Services, Inc., dba NMS Labs, a Pennsylvania Corporation

By:_____
Name: David Delia
Title: CEO
Date signed:

By:_____
Name: Tatyana Kosheleva
Title: CFO
Date signed:

COUNTY:

County of Plumas, a political subdivision of the State of California

By:_____
Name: Kevin Goss
Title: Chair, Board of Supervisors
Date signed: 09.09.2025

By:_____
Name: Allen Hiskey
Title: Clerk, Board of Supervisors
Date signed: 09.09.2025

Approved as to form:

_____
Joshua Brechtel, Attorney
County Counsel's Office

EXHIBIT A

Scope of Work

1. Laboratory testing and services covered by this Agreement are described in Exhibit B.

2. Testimony and Travel Costs

    a. Should the Client require NMS Labs to facilitate experts to provide testimony or consultations on cases for which NMS Labs conducted the testing, NMS Labs will charge the Client in accordance with its Expert Services Fee schedule. Client is responsible for reimbursing NMS Labs for all travel expenses related to providing testimony or consultations for the Client.

    b. Under the terms of this agreement NMS Labs is NOT responsible for provided to the Client for cases that were NOT tested by NMS Labs.

3. Additional Services

    a. NMS Labs shall provide additional forms upon request of the Client for fees as outlines in NMS Labs' Expert Fee Schedule.

4. Sample Receipt

    a. Client will send samples using FedEx, Airborne, etc. adhering to guidelines detailed in the following link: http://www.nmslabs.com/sample-submission/. Samples will be sent to 200 Welsh Road, Horsham, PA 19044 so that the shipment arrives between Monday – Friday.

    b. NMS Labs is responsible for shipping services as outlined above.

5. Sample Retention/Storage

    a. Samples are stored and retained in accordance with NMS Labs Standard Operating Procedures to maintain compliance with its accrediting bodies.

    Specimens handled as forensic cases are routinely retained for six (6) weeks after the final report is issued. To request extended storage for forensic specimen, a separate Specimen Retention Agreement must be executed between the parties, and pre-payment received prior to the sample retention expiration date. Failure to submit a request for extended storage with pre-payment shall be considered authorization to discard or destroy the specimen(s).

    Under the terms of this Agreement, NMS Labs will not store Client's samples that to not require testing, unless the Client agrees to pay NMS Labs a per sample fee per quarter for the storage of these samples as determined by NMS Labs.

6. Sample Returns

a. Under this Agreement, the Client does not require samples to be returned.

In order for a Client to have samples returned, the Client will need to submit a written request. The request must include contact information, destination address, phone number, and how the samples should be returned in the request.

The Client will be charged an additional fee for returning samples. Fees for returns may vary by sample, as does shipping.

7. Supplies

a. NMA Labs will provide the following collection and shipping supplies for work under this Agreement:

i. Requisition form templates in electronic Adobe PDF file format

ii. Ancillary Collection Tubes and/or Plastic Containers

iii. Collection Kits; kits can be provided that are specially designed for documentation, packaging, and shipment of samples for analysis.

8. Special Billing Requirements

a. Should NMS Labs determine that the Client requires customizations to its standard billing, the Client will be charged an additional fee.

EXHIBIT B

Fee Schedule

1. NMS Labs will bill Client for services performed in accordance with this Agreement as outlined in Exhibit A & B. Payment is due to NMS Labs 30 days from invoice date. Invoices are provided monthly and capture billing for services completed and rendered in that calendar month.

2. See Attached for Fee Schedule.

NMS LABS

May 20, 2025

Dear Valued Client:

Thank you for your continued support of NMS Labs for your testing needs. Based upon the projected volumes, NMS is able to offer your facility discounted pricing on our services. The following tests will be discounted from NMS Labs Current List Price Fee Schedule.

Account Number(s): 10324, 10448, 10450, 14051, 40566, 40675, 40762, 40763, 40764, 40995, 40998, 41188
Price Code Number: WASH
Pricing Effective Date: 7/1/2025
Pricing Expiration Date: 6/30/2027

Test Code	Test Name	Current List Price	Discounted Price
0171B	Alcohol Screen, Blood	$45.00	$38.00
1002B	Carbon Monoxide Screen, Confirmation Separate Fee, Blood	$135.00	$65.00
1919FL	Electrolytes and Glucose Panel (Vitreous), Fluid (Forensic)	$114.00	$52.00
2143B	Gabapentin, Blood	$144.00	$114.00
2693B	Metals/Metalloids Acute Poisoning Panel, Blood	$447.00	$367.00
2693U	Metals/Metalloids Acute Poisoning Panel, Urine	$447.00	$367.00
53249FL	Alcohols and Acetone Confirmation, Vitreous Fluid (Forensic)	$105.00	$85.00
8051B	Postmortem, Basic, Blood (Forensic)	$279.00	$142.00
8051FL	Postmortem, Basic, Fluid (Forensic)	$426.00	$224.00
8051SP	Postmortem, Basic, Serum/Plasma (Forensic)	$279.00	$142.00
8051TI	Postmortem, Basic, Tissue (Forensic)	$500.00	$257.00
8051U	Postmortem, Basic, Urine (Forensic)	$279.00	$142.00
8052B	Postmortem, Expanded, Blood (Forensic)	$413.00	$239.00
8052FL	Postmortem, Expanded, Fluid (Forensic)	$678.00	$353.00
8052SP	Postmortem, Expanded, Serum/Plasma (Forensic)	$413.00	$239.00
8052TI	Postmortem, Expanded, Tissue (Forensic)	$750.00	$392.00
8052U	Postmortem, Expanded, Urine (Forensic)	$413.00	$239.00
8054B	NMS TotalTox™ Panel, Blood (Forensic)	$572.00	$477.00
8083B	Postmortem, Basic w/Vitreous Alcohol and 6-MAM Confirmation, Blood (Forensic)	$361.00	$154.00
8084B	Postmortem, Expanded w/Vitreous Alcohol and 6-MAM Confirmation, Blood (Forensic)	$488.00	$249.00
8092B	Postmortem, Prescription Drugs Screen, Blood (Forensic)	$713.00	$435.00
8092FL	Postmortem, Prescription Drugs Screen, Fluid (Forensic)	$905.00	$550.00
8092SP	Postmortem, Prescription Drugs Screen, Serum/Plasma (Forensic)	$713.00	$435.00
8092TI	Postmortem, Prescription Drugs Screen, Tissue (Forensic)	$968.00	$598.00
8092U	Postmortem, Prescription Drugs Screen, Urine (Forensic)	$713.00	$435.00

8103B	Environmental Exposure Screen, Blood	$880.00	$654.00
8104B	Postmortem, Fire Death Screen, Blood (Forensic)	$494.00	$463.00
RETURN	Specimen Return/Handling	$63.00	$41.00
0420B	Betahydroxybutyric Acid, Blood	$218.00	$175.00
8180B	Postmortem, Blood Add-on for Delta-9 THC Quantitation (Forensic)	$59.00	$50.00
8181B	Postmortem, Blood Add-on for Delta-8 THC and Delta-9 THC Quantitation (Forensic)	$79.00	$70.00
8251B	Postmortem, Basic w/ Delta-9 THC Quantitation, Blood (Forensic)	$319.00	$142.00
8252B	Postmortem, Expanded w/ Delta-9 THC Quantitation, Blood (Forensic)	$457.00	$239.00

Pricing above is based upon the current contract with Washoe County Coroner's Office. In the event that their contract is cancelled for any reason, your pricing will be subject to change per your current volume for your office. All other testing ordered during this effective period will be billed at 2025 List Price Fees. Prepaid Federal Express air bills will be provided for shipping samples to NMS Labs for testing. All samples will be retained for a period of 24 months then discarded.

If you have any questions regarding this communication, please contact me directly.

Sincerely,

Jenna Lock, Account Manager - West
445-216-9081
Jenna.Lock@nmslabs.com

cc: NMS Labs D365 Database

PLUMAS COUNTY
INFORMATION TECHNOLOGY DEPARTMENT
MEMORANDUM

TO:	**Honorable Chair and Board of Supervisors**
FROM:	**Melodie Sylvia**
MEETING DATE:	**November 4, 2025**
SUBJECT:	**Approve and authorize Chair to sign an agreement between Plumas County Information Technology and FreshWorks, Inc. for IT, County Counsel, and Facility Services ticketing system; effective 10/27/2025; not to exceed $14,488.68; (General Fund Impact) as approved in FY25/26 adopted budget (2022052 / 520411); approved as to form by County Counsel; discussion and possible action.**

Recommendation:
Approve and authorize Chair to sign an agreement between Plumas County Information Technology and FreshWorks, Inc. for IT, County Counsel, and Facility Services ticketing system; effective 10/27/2025; not to exceed $14,488.68; (General Fund Impact) as approved in FY25/26 adopted budget (2022052 / 520411); approved as to form by County Counsel; discussion and possible action.

Background and Discussion:
We have been using the FreshService (FreshWorks) ticketing system for the last three years in IT. County Counsel started using it two years ago, and Facility Services one year ago. It's been a successful tool to keep track of issues/contracts/requests and has contributed to each department being more efficient.

Action:

Approve the agenda item.

Fiscal Impact:

Approved in the FY25/26 IT adopted Budget.

Attachments:
1. 6874 FINAL

PURCHASE AGREEMENT
COUNTY OF PLUMAS

Date: 10/21/2025

Vendor: FreshWorks, Inc.
2950 S. Delaware St., Suite 201, San Mateo, CA 94403

Tel: 866-832-3090

County: County of Plumas Department of Information Technology
520 Main Street, Room 211
Quincy, CA 95971

Tel: 530-283-6336

Description: Purchase of FreshService - Enterprise Annual Plan as identified in the purchase agreement attached to MPA as Exhibit A.

Cost: The total compensation payable under this agreement, inclusive of all expenses, shall not exceed $ Fourteen Thousand Four Hundred Eight Eight Dollars and Sixty Eight Cents ($ 14,488.68)

Term: Agreement shall commence on 10/27/2025 and shall terminate on 10/26/2026 unless the Contract is terminated earlier.

I understand and agree to the terms set forth above and those contained in the Retail Sales Contract which is attached hereto as Exhibit A and incorporated herein by this reference.

VENDOR:

By:_____

Name:

Title:

Date Signed:

COUNTY:

County of Plumas, a political subdivision of the State of California

By:_____

Name: Kevin Goss

Chair, Board of Supervisors

Date signed:

ATTEST:

By:_____

Name: Allen Hiskey

Clerk of the Board

Date Signed:

Approved as to form:

Stephen Schofield, Attorney
County Counsel's Office

EXHIBIT A

Service Order Form

CUSTOMER INFORMATION			
Billing Contact information		**Shipping Contact Information**	
Contact Name: Melodie Sylvia		**Contact Name (Shipping):**	
Organization: County of Plumas		**Organization:**	
Email address: MelodieSylvia@countyofplumas.com		**Email address:**	
Phone:		**Phone:**	
Bill-To Address: Greg Ellingson County of Plumas, CA 520 Main St. Room 211 Quincy 95971 California CA United States		**Ship-To Address:**	
Subscription Term Start Date:	October 27, 2025	**Subscription Term End Date:**	October 27, 2026
Subscription Term:	12 Months	**Billing Frequency:**	Annual
PO required on Invoice:	No	**PO Number (If Applicable):**	
Payment Method:	Wire Transfer	**Payment Terms:**	Net 30
Applicable Tax Registration:	FEIN	**Tax Registration ID:**	-
Is Tax Exempt:	No		

Product Instance ID	Product Instance Domain	No. of Users
332785	plumascountyca.freshservice.com	9

Yearly

Type	Item Name	List Price/Unit	Net Price/Unit	Duration (months)	Quantity	Net Price
Product	Freshservice - Enterprise Annual Plan	$139.00	$104.51	12	9	$11,287.08
Add-on	Business Agents	$49.00	$33.35	12	8	$3,201.60
					Total Price	**$14,488.68**

Total Net Price:	$14,488.68

COMMERCIAL TERMS

- The Subscription Term will automatically renew for successive terms unless terminated in accordance with the Terms of the Agreement.

TERMS

- Any service performed by a third-party will be subject to the terms negotiated between the Customer and such third-party.
- The continued activation of Customer's Account is based on the successful payment of the Fees.
- This Service Order Form is governed by the Freshworks Terms of Service found at https://www.freshworks.com/terms/, unless Customer has a written Freshworks services agreement executed between Customer and Freshworks Inc. for the Services purchased hereunder, in which case such written Freshworks services agreement will govern (in either case, the "**Agreement**").
- The Freshworks Products listed above may have supplemental terms associated with their use which are available at https://www.freshworks.com/terms/supplemental-terms/.
- By signing below, Customer represents that the signor is a duly authorized agent of Customer and hereby waives all claims to the contrary.

Freshworks Inc.		**Customer**	
Name		Name	
Title		Title	
Signature		Signature	
Date		Date	

PLUMAS COUNTY
AGRICULTURE/WEIGHTS & MEASURES
DEPARTMENT
MEMORANDUM

TO:	**Honorable Chair and Board of Supervisors**
FROM:	**Margaret Bailey, Agricultural Standards Management Analyst I**
MEETING DATE:	**November 4, 2025**
SUBJECT:	**Approve and authorize Chair to sign an agreement between Plumas County Department of Agriculture Weights & Measures and California Department of Food and Agriculture (CDFA); effective July 1 2025; grant not to exceed $119,954.88; (No General Fund Impact); approved as to form by County Counsel; discussion and possible action.**

Recommendation:
Approve and authorize Chair to sign an agreement between Plumas County Department of Agriculture Weights & Measures and California Department of Food and Agriculture (CDFA); effective July 1 2025; grant not to exceed $119,954.88; (No General Fund Impact); approved as to form by County Counsel; discussion and possible action.

Background and Discussion:
Approve and authorize Chair to sign an agreement between Plumas County Department of Agriculture Weights & Measures and California Department of Food and Agriculture (CDFA); effective July 1 2025; grant not to exceed $119,954.88; (No General Fund Impact); approved as to form by County Counsel; discussion and possible action.

Action:

Approve and authorize Chair to sign an agreement between Plumas County Department of Agriculture Weights & Measures and California Department of Food and Agriculture (CDFA); effective July 1 2025; grant not to exceed $119,954.88; (No General Fund Impact); approved as to form by County Counsel; discussion and possible action.

Fiscal Impact:

No General Fund Impact.

Attachments:
1. Agreement 25-0347-000-SG

State of California, Department of Food and Agriculture
AGREEMENT
GAU-03 (Rev. 8/2024)

COOPERATIVE AGREEMENT SIGNATURE PAGE

AGREEMENT NUMBER
25-0347-000-SG

1. This Agreement is entered into between the State Agency and the Recipient named below:

STATE AGENCY'S NAME
CALIFORNIA DEPARTMENT OF FOOD AND AGRICULTURE (CDFA)

RECIPIENT'S NAME
COUNTY OF PLUMAS/SIERRA

2. The Agreement Term is: July 1, 2025 through June 30, 2028

3. The maximum amount of this Agreement is: $119,954.88

4. The parties agree to comply with the terms and conditions of the following exhibits and attachments which are by this reference made a part of the Agreement:

Exhibit A: Recipient and Project Information	2 Page(s)
Exhibit B: General Terms and Conditions	5 Page(s)
Exhibit C: Payment and Budget Provisions	2 Page(s)
Attachments: Scope of Work and Budget	

IN WITNESS WHEREOF, this Agreement has been executed by the parties hereto.

RECIPIENT

RECIPIENT'S NAME *(Organization's Legal Name)*
COUNTY OF PLUMAS/SIERRA

BY *(Authorized Signature)* ✍	DATE SIGNED

PRINTED NAME AND TITLE OF PERSON SIGNING
Kevin Goss, Chair, Board of Supervisors

ADDRESS
208 Fairgrounds Road, Quincy, CA 95971-9462

STATE OF CALIFORNIA

AGENCY NAME
CALIFORNIA DEPARTMENT OF FOOD AND AGRICULTURE (CDFA)

BY *(Authorized Signature)* ✍	DATE SIGNED

PRINTED NAME AND TITLE OF PERSON SIGNING
ANDREA PERKINS, STAFF SERVICES MANAGER I, OFFICE OF GRANTS ADMINISTRATION

ADDRESS
1220 N STREET, ROOM 120
SACRAMENTO, CA 95814

CJ

Approved as to form:
Joshua Brechtel, Attorney
County Counsel's Office

EXHIBIT A

RECIPIENT AND PROJECT INFORMATION

1. CDFA hereby awards an Agreement to the Recipient for the project described herein:
The Recipient will establish, develop, and maintain Weed Management Area's (WMA) and implement the WMA's integrated weed management plan. California Food and Agricultural Code, Section 7271 (c)(1).

Project Title: 2025 Weed Management Area

2.The Managers for this Agreement are:

FOR CDFA:		**FOR RECIPIENT:**	
Name:	Trevor Fox	Name:	Willo Vieira
Division/Branch:	PHPPS / Integrated Pest Control Branch	Organization:	COUNTY OF PLUMAS/SIERRA
Address:	1220 N Street	Address:	208 Fairgrounds Road
City/State/Zip:	Sacramento, CA	City/State/Zip:	Quincy, CA 95971-9462
Phone:	916-709-1091	Phone:	530-283-6365
Email Address:	trevor.fox@cdfa.ca.gov	Email Address:	willovieira@countyofplumas.com

3. The Grant Administrative Contacts for this Agreement are:

FOR CDFA:		**FOR RECIPIENT:**
Name:	Jennifer Gordon	Name:
Division/Branch:	PHPPS / Integrated Pest Control Branch	Organization:
Address:	1220 N Street	Address:
City/State/Zip:	Sacramento, CA	City/State/Zip:
Phone:	916-262-1102	Phone:
Email Address:	jennifer.gordan@cdfa.ca.gov	Email Address:

FISCAL CONTACT FOR RECIPIENT (if different from above):
Name:
Organization:
Address:
City/State/Zip:
Phone:
Email Address:

4. **RECIPIENT: Please check appropriate box below:**
   Research and Development (R&D) means all research activities, both basic and applied, and all development activities that are performed by non-Federal entities. The term research also includes activities involving the training of individuals in research techniques where such activities utilize the same facilities as other R&D activities and where such activities are not included in the instruction function.

   This award ☐ does ☒ does not support R&D.

5. For a detailed description of activities to be performed and duties, see Scope of Work and Budget.

EXHIBIT B

GENERAL TERMS AND CONDITIONS

1. **Approval**
   This Agreement is of no force or effect until signed by both parties. The Recipient may not invoice for activities performed prior to the commencement date or completed after the termination date of this Agreement.

2. **Agreement Execution**
   Unless otherwise prohibited by state law, regulation, or Department or Recipient policy, the parties agree that an electronic copy of a signed Agreement, or an electronically signed Agreement, has the same force and legal effect as an Agreement executed with an original ink signature. The term "electronic copy of a signed Agreement" refers to a transmission by facsimile, electronic mail, or other electronic means of a copy of an original signed Agreement in a portable document format. The term "electronically signed Agreement" means an Agreement that is executed by applying an electronic signature using technology approved by all parties.

3. **Assignment**
   This Agreement is not assignable by the Recipient, either in whole or in part, without the prior consent of the CDFA Agreement Manager or designee in the form of a formal written amendment.

4. **Governing Law**
   This Agreement is governed by and will be interpreted in accordance with all applicable State and Federal laws.

5. **State and Federal Law**
   It is the responsibility of the Recipient to know and understand which State, Federal, and local laws, regulations, and ordinances are applicable to this Agreement and the Project, as described in Exhibit A. The Recipient shall be responsible for observing and complying with all applicable State and Federal laws and regulations. Failure to comply may constitute a material breach.

6. **Recipient Commitments**
   The Recipient accepts and agrees to comply with all terms, provisions, conditions and commitments of the Agreement, including all incorporated documents, and to fulfill all assurances, declarations, representations, and statements made by the Recipient in the application, documents, amendments, and communications in support of its request for funding.

7. **Performance and Assurances**
   The Recipient agrees to faithfully and expeditiously perform or cause to be performed all Project work as described in the Scope of Work, and to apply grant funds awarded in this Agreement only to allowable Project costs.

8. **Mutual Liability**
   Parties shall, to the extent allowed by law, each be individually liable for any and all claims, losses, causes of action, judgments, damages, and expenses to the extent directly caused by their officers, agents, or employees.

9. **Unenforceable Provision**
   In the event that any provision of this Agreement is unenforceable or held to be unenforceable, the parties agree that all other provisions of this Agreement shall remain operative and binding.

10. Contractors/Consultants

The Recipient, and the agents and employees of Recipient, in the performance of this Agreement, are not officers, employees, or agents of the CDFA. The Recipient's obligation to pay its Contractors/Consultants is an independent obligation from the CDFA's obligation to make payments to the Recipient. Recipient agrees to comply with all applicable State and local laws and regulations during the term of this Agreement. The Recipient is responsible to ensure that any/all contractors/consultants it engages to carry out activities under this Agreement shall have the proper licenses/certificates required in their respective disciplines. The Contractors/Consultants shall not affect the Recipient's overall responsibility for the management of the project, and the Recipient shall reserve sufficient rights and control to enable it to fulfill its responsibilities under this Agreement.

11. Non-Discrimination Clause

The Recipient agrees that during the performance of this Agreement, it will not discriminate, harass, or allow harassment or discrimination against any employee or applicant for employment based on race, religious creed, color, national origin, ancestry, physical disability, mental disability, medical condition, genetic information, marital status, sex, gender, gender identity, gender expression, age, sexual orientation, or military and veteran status. The Recipient agrees to require the same of all contractors and consultants retained to carry out the activities under this Agreement.

The Recipient agrees that during the performance of this Agreement, the evaluation and treatment of its employees and applicants for employment are free from discrimination and harassment. The Recipient will comply with the provision*s* of the Fair Employment and Housing Act (Government Code section 12990 *et seq*.) and the applicable regulations promulgated there under (California Code of Regulations, Title 2, section 10000 *et seq*.). The applicable regulations of the Fair Employment and Housing Council implementing Government Code section 12990 (a-f), set forth in Division 4.1 of Title 2 of the California Code of Regulations, are incorporated into this Agreement by reference and made a part hereof as if set forth in full. The Recipient will give written notice of their obligations under this clause to labor organizations with which they have a collective bargaining unit or other Agreement. The Recipient must include the nondiscrimination and compliance provisions of this clause in all subcontracts to perform work under this Agreement.

The Recipient agrees to require the same of all contractors and consultants retained to carry out activities under this Agreement.

12. Excise Tax

The State of California is exempt from federal excise taxes and no payment will be made for any taxes levied on employees' wages. The CDFA will pay for any applicable State of California or local sales or use taxes on the services rendered or equipment or parts supplied pursuant to this Agreement. California may pay any applicable sales and use tax imposed by another State.

13. Disputes

The Recipient must continue with the responsibilities under this Agreement during any dispute. In the event of a dispute, the Recipient must file a "Notice of Dispute" with the CDFA Agreement Manager, identified in Exhibit A, or designee within ten (10) calendar days of discovery of the problem. The Notice of Dispute must contain the Agreement number. Within ten (10) calendar days of receipt of the Notice of Dispute, the CDFA Agreement Manager or designee must meet with the Recipient for the purpose of resolving the dispute. In the event of a dispute, the language contained within this Agreement prevails.

14. Termination for Convenience

This Agreement may be terminated by either party upon written notice. Notice of termination must be delivered to the other party at least thirty (30) calendar days prior to the intended date of termination. Notice of termination does not nullify obligations already incurred prior to the date of termination. In the event of Termination for Convenience of this Agreement by CDFA, CDFA must pay all responsible costs and non-cancellable obligations incurred by the Recipient as of the date of termination.

15. Termination for Cause

Either party may terminate this Agreement for cause in the event of a material breach of this Agreement, provided that the non-breaching party provides written notice of the material breach. If the breach is not cured to the satisfaction of the non-breaching party, this Agreement shall automatically terminate and the CDFA shall reimburse the Recipient for all documented costs incurred up to the date of the notice of termination, including all non-cancellable obligations. Timelines associated with notice and curing of material breaches shall be consistent with the timelines outlined in paragraph 17.

16. Acceptable Failure to Perform

The Recipient shall not be liable for any failure to perform as required by this Agreement, to the extent such failure to perform is caused by any of the following: labor disturbances or disputes of any kind, accidents, the inability to obtain any required government approval to proceed, civil disorders, acts of aggression, acts of God, energy or other conservation measures, failure of utilities, mechanical breakdowns, materials shortages, disease, pandemics, or similar occurrences.

17. Breach

The parties may be in material breach under this Agreement if they fail to comply with any term of this Agreement, or a party determines that the other party is not implementing the Project in accordance with the provisions of this Agreement, or that a party has failed in any other respect to comply with the provisions of this Agreement. In the event of a material breach, the party identifying the breach shall provide a Notice of Material Breach to the breaching party within fifteen (15) calendar days upon discovery of breach. The breaching party shall have fifteen (15) calendar days from receipt of the notice to notify how it intends to cure the breach. Upon receipt of the proposed cure, the non-breaching party has fifteen (15) days to accept or reject the proposed cure. Upon the non-breaching party's approval of the cure, the breaching party has thirty (30) days to implement the cure. If the breaching party fails to cure the breach within thirty (30) days of the non-breaching party's approval of the cure, the non-breaching party may take the following respective actions:

A. CDFA may suspend payments;
B. CDFA may demand repayment of all funding;
C. Either party may terminate the Agreement
D. CDFA may debar Recipient; or
E. Either party may take any other action deemed necessary to recover costs.

The non-breaching party shall send a Notice of Failure to Cure Material Breach upon its decision to carry out any of these actions. These actions are effective upon issuance of the Notice of Failure to Cure Material Breach, unless the Recipient appeals a Notice of Failure to Cure Material Breach, in which case the effective date falls on the issuance of a final decision on the appeal.

Where CDFA notifies the Recipient of its decision to demand repayment pursuant to this paragraph, the funds that are subject to the demand shall be repaid immediately. CDFA may consider the Recipient's refusal to repay the requested disbursed amount a material breach.

A Notification of Failure to Cure Material Breach may be appealed to CDFA. The appeal must be post marked within ten (10) calendar days of the date the Recipient received the Notice of Failure to Cure

and addressed to the CDFA Legal Office of Hearing and Appeals or emailed to CDFA.LegalOffice@cdfa.ca.gov.

California Department of Food and Agriculture
Legal Office of Hearing and Appeals
1220 N Street
Sacramento, CA 95814

All notices, communications, and appeals described in this paragraph must be received in writing to be considered timely.

If CDFA notifies the Recipient of its decision to withhold the entire funding amount from the Recipient pursuant to this paragraph, this Agreement shall terminate upon receipt of such notice by the Recipient and CDFA shall no longer be required to provide funds under this Agreement and the Agreement shall no longer be binding on either party.

18. Publicity and Acknowledgement

The Recipient agrees that it will acknowledge CDFA's support whenever projects funded, in whole or in part, by this Agreement are publicized in any news media, brochures, publications, audiovisuals, presentations or other types of promotional material and in accordance with the Grant Procedures Manual if incorporated by reference and attachment to the Agreement. The Recipients may not use the CDFA logo.

19. News Releases/Public Conferences

The Recipient agrees to notify the CDFA in writing at least two (2) business days before any news releases or public conferences are initiated by the Recipient or its Contractors/Consultants regarding the project described in the Attachments, Scope of Work and Budget and any project results.

20. Scope of Work and Budget Changes

Changes to the Scope of Work, Budget, or the Project term, must be requested in writing to CDFA Grant Administrative Contact no less than thirty (30) days prior to the requested implementation date. Any changes to the Scope of Work and Budget are subject to CDFA approval and, at its discretion, CDFA may choose to accept or deny any changes. If accepted and after negotiations are concluded, the agreed upon changes will be made and become part of this Agreement. CDFA will respond in writing within ten (10) business days as to whether the proposed changes are accepted.

21. Reporting Requirements

The Recipient agrees to comply with all reporting requirements specified in Scope of Work and/or Grant Procedures Manual if incorporated by reference to this Agreement as an attachment.

22. California State Auditor

This Agreement is subject to examination and audit by the California State Auditor for a period of three (3) years after final payment under the Agreement.

23. Equipment

Purchase of equipment not included in the approved Budget requires prior approval. The Recipient must comply with state requirements regarding the use, maintenance, disposition, and reporting of equipment as contained in CCR, Title 3, Division 1, Chapter 5, sections 303, 311, 324.1 and 324.2.

24. Closeout

The Agreement will be closed out after the completion of the Project or project term, receipt and approval of the final invoice and final report, and resolution of any performance or compliance issues.

25. Confidential and Public Records

The Recipient and CDFA understand that each party may come into possession of information and/or data which may be deemed confidential or proprietary by the person or organization furnishing the information or data. Such information or data may be subject to disclosure under the California Public Records Act or the Public Contract Code. To the extent allowed by law, CDFA determines whether the information is releasable. Each party agrees to maintain such information as confidential and notify the other party of any requests for release of the information.

26. Amendments

Changes to funding amount or Agreement term require an amendment and must be requested in writing to the CDFA Agreement Manager or designee no later than sixty (60) calendar days prior to the requested implementation date. Amendments are subject to CDFA approval, and, at its discretion, may choose to accept or deny these changes. No amendments are possible if the Agreement is expired.

27. Executive Order N-6-22 Russia Sanctions

On March 4, 2022, Governor Gavin Newsom issued Executive Order N-6-22 (the EO) regarding Economic Sanctions against Russia and Russian entities and individuals. “Economic Sanctions” refers to sanctions imposed by the U.S. government in response to Russia’s actions in Ukraine, as well as any sanctions imposed under state law. The EO directs state agencies to terminate agreements with, and to refrain from entering any new agreements with, individuals or entities that are determined to be a target of Economic Sanctions. Accordingly, should the State determine Recipient is a target of Economic Sanctions or is conducting prohibited transactions with sanctioned individuals or entities, that shall be grounds for termination of this agreement. The State shall provide Recipient advance written notice of such termination, allowing Recipient at least 30 calendar days to provide a written response. Termination shall be at the sole discretion of the State.

EXHIBIT C
PAYMENT AND BUDGET PROVISIONS

1. Invoicing and Payment

A. For activities satisfactorily rendered and performed according to the attached Scope of Work and Budget, and upon receipt and approval of the invoices, CDFA agrees to reimburse the Recipient for actual allowable expenditures incurred in accordance with the rates specified herein, which is attached hereto and made a part of this Agreement.

B. Invoices must include the Agreement Number, performance period, type of activities performed in accordance with this Agreement, and when applicable, a breakdown of the costs of parts and materials, labor charges, and any other relevant information required to ensure proper invoices are submitted for payment.

C. Unless stated in the Scope of Work quarterly invoices must be submitted to the CDFA Administrative Contact, within thirty (30) calendar days after the end of each quarter in which activities under this Agreement were performed.

D. Unless stated in the Scope of Work a final invoice will be submitted for payment no more than thirty (30) calendar days following the expiration date of this Agreement, or after project is complete, whichever comes first. The final invoice must be clearly marked “Final Invoice” thus indicating that all payment obligations of the CDFA under this Agreement have ceased and that no further payments are due or outstanding.

2. Allowable Expenses and Fiscal Documentation

A. The Recipient must maintain adequate documentation for expenditures of this Agreement to permit the determination of the allowability of expenditures reimbursed by CDFA under this Agreement. If CDFA cannot determine if expenditures are allowable under the terms of this Agreement because records are nonexistent or inadequate according to Generally Accepted Accounting Principles, CDFA may disallow the expenditures.

B. If mileage is a reimbursable expense, using a privately-owned vehicle will be at the standard mileage rate established by the United States (U.S.) Internal Revenue Service (IRS) and in effect at the time of travel. The standard mileage rate in effect at the time of travel can be found on IRS’s website regardless of funding source/type.

C. If domestic travel is a reimbursable expense, receipts must be maintained to support the claimed expenditures. The maximum rates allowable for travel within California are those established by the California Department of Human Resources (CalHR). The maximum rates allowable for domestic travel outside of California are those established by the United States General Services Administration (GSA).

D. If foreign travel is a reimbursable expense, receipts must be maintained to support the claimed expenditures. The maximum rates allowable are those established in a per diem supplement to Section 925, Department of State Standardized Regulations.

E. The Recipient will maintain and have available, upon request by CDFA, all financial records and documentation pertaining to this Agreement. These records and documentation will be kept for three (3) years after completion of the Agreement period or until final resolution of any performance/compliance review concerns or litigation claims.

3. Prompt Payment Clause

Payment will be made in accordance with, and within the time specified in, California Government Code Title 1, Division 3.6, Part 3, Chapter 4.5, commencing with Section 927 - The California Prompt Payment Act.

4. Budget Contingency Clause

If funding for any fiscal year is reduced or deleted for purposes of this program, the CDFA has the option to either cancel this Agreement with no liability occurring to the CDFA or offer to amend the Agreement to reflect the reduced amount.

2025 WMAGP PROJECT
Plumas-Sierra County

I. Project Plan

Weed Species to be Controlled:
Section 4500 Noxious weeds and A & B rated weeds in Plumas and Sierra Counties.
Priority Species:
(in alphabetical order)

Dalmatian toadflax *(Linaria dalmatica)*
Diffuse knapweed *(Centaurea diffusa)*
Dyer's woad *(Isatis tinctoria)*
Canada thistle *(Cirsium arvense)*
Jointed goatgrass *(Aegilops cylindrica)*
Musk thistle *(Carduus nutans)*
Myrtle spurge *(Euphorbia myrsinites)*
Perinnial pepperweed *(Lepidium latifolium)*
Rush skeletonweed *(Chondrilla juncea)*
Scotch thistle *(Onopordum acanthium)*
Scotch broom *(Cytisus scoparius)*
Spotted knapweed *(Centaurea maculosa)*
Tree of heaven *(Ailanthus altissima*
Yellow starthistle *(Centaurea solstitialis)*

These species were selected as priorities because they are listed in the USFS' Sierra Nevada Forest Plan Amendment and are all found in Plumas and Sierra Counties. **Attachment A**.

WMA Location: A map showing the location and boundaries of the WMA along with the accompanying GIS shapefiles detailing this boundary should be provided. **See attachment B.**

Methodology:
This project is on-the-ground field work to control and eradicate non-native invasive weeds designated as noxious by the State of California. Areas that need control are found on both public and private land, including roadside and Right-of-Ways in Plumas and Sierra Counties.

Most of these sites have been mapped and entered into the Calflora Database, but this project will include surveying and mapping of several new sites found in summer 2024. The sites will be mapped using our handheld GPS units and the data will be entered into Google Earth Pro to calculate the acres or square feet of each site.
Maps will then be developed using the Google Earth platform. The sites will also be entered into the Calflora database and included in our quarterly and final reports.

This project is CEQA Exempt through Regulatory Action, Article 19, Class 7, Section 15307. The required CEQA documents will be submitted with this grant application**.**

Weed Removal/Control Techniques(s):

This project will use weed control techniques consistent with our county's IPM practices to ensure the long-term success of this project. These techniques include herbicide, hand pulling, mowing, and cut stump treatments. We will be using our existing fleet of 2 truck-mounted sprayers, 2 ATV mounted sprayers, and backpack sprayers. Herbicides to be used are:

- Corteva – Milestone, Garlon 4 Ultra, Capstone, and Method.
- Bayer – Telar XP and Round Up Pro
- Helena Agriscience – Dyne Amic

II. Reporting

Grant recipients will be required to submit quarterly invoices and report to CDFA. Reports will be submitted utilizing the reporting template. Reports are due on the dates below.

,

Quarterly Reports (Due one month after end of each quarter)	October 31, 2025, 2026, 2027 January 31, 2026, 2027, 2028 April 30, 2026, 2027, 2028 July 31, 2027, 2028
Final Date to Complete Field Work	June 30, 2028
Final Report	July 31, 2028

Final project reports are required 30 days after project completion, no later than July 31, 2028. Final project reports should include detailed information on project results and include photos of field work showing progress (before/after photos).

Attachment A USFS Weed Priority List - Updated 2012

Scientific Name	Common Name	PNF List Status	USDA PLANTS Database ID	CDFA Rating	Cal-IPC Rating	FR RD	MH RD	BK RD	Abundance	Distribution (<10 words)	AKA	List Notes
Acroptilon repens	Russian knapweed	Existing	ACRE3	B	Moderate				Infrequent	Currently limited to extreme east side		Known on private land adjacent to BK, extreme east side
Aegilops cylindrica	jointed goatgrass	New addition 2012	AECY	B	None				Infrequent			MHRD request addition; same threat as AETR, but currently PNF infrequent
Aegilops triuncialis	barb goatgrass	Existing	AETR	B	High	X			Moderate			
Ailanthus altissima	tree of heaven	**New addition 2012**	AIAL	C	Moderate	X			Infrequent			FRRD request new addition; only found Butte County; not currently found on PNF
Arundo donax	giant reed	Existing	ARDO4	None	High				None	Currently not known on PNF		Near FRRD, but currently not found on PNF
Carduus nutans	musk thistle	Existing	CANU4	A	Moderate			X	Moderate	Currently limited east of Lee Summit		Found on private immediatley adjacent to BKRD
Carduus pycnocephalus	Italian thistle	**New addition 2012**	CAPY2	C	Moderate	X						FRRD request new addition; FRRD occs rapidly spreading
Centaurea diffusa	diffuse knapweed	Existing	CEDI3	A	Moderate				Infrequent			
Centaurea melitensis	Malta starthistle, tocalote	**New addition 2012**	CEME2	C	Moderate	X			Infrequent			FRRD & MHRD favor addition; Maybe more widely distributed but confused as CESO3
Centaurea solstitialis	yellow starthistle	Existing	CESO3	C	High	X			Widespread			
Centaurea stoebe ssp. *micranthos*	spotted knapweed	Existing	CESTM	A	High	X			Infrequent		*Centaurea maculosa*	
Centaurea virgata ssp. *squarrosa*	squarrose knapweed	Existing	CEVIS2	A	Moderate				Infrequent			
Chondrilla juncea	rush skeletonweed	Existing	CHJU	A	Moderate	X		X	Infrequent	One known infestation near Lee's Summit		only one site on BKRD, on district boundary w/ MTH
Cirsium arvense	Canada thistle	Existing	CIAR4	B	Moderate	X			Widespread			
Cirsium ochrocentrum	yellowspine thistle	Potential Delete	CIOC2	A	None					Currently limited to Sierra Valley		only documented (no vouchers) in Sierra Valley, but not on BKRD
Cynara cardunculus	artichoke thistle	Potential Delete	CYCA	B	Moderate					Currently not known on PNF		Only documented (no vouchers) in Butte county; FRRD to research potential deletion
Cytisus scoparius	Scotch broom	Existing	CYSC4	C	High	X			Moderate			
Dittrichia graveolens	stinkwort	**New addition 2012**	DIGR3	None	Moderate	X			Infrequent			FRRD, BKRD & MHRD favor addition; spreading in NF Feather River Canyon
Euphorbia esula	leafy spurge	Existing	EUES	A	High				Infrequent			
Genista monspessulana	French broom	Existing	GEMO2	C	High	X			Infrequent			
Isatis tinctoria	dyer's woad	Existing	ISTI	B	Moderate			X				
Lepidium appelianum	hairy whitetop	**New addition 2012**	LEAP7	B	Limited	X		X			*Cardaria pubescens*	FRRD request addition
Lepidium chalepensis	lens-podded hoary cress	Existing	LEDRC	B	Moderate						*Lepidium draba ssp. chalepense Cardaria chalepensis*	PLANTS & Jepson differ in nomenclature & classification
Lepidium draba	hoary cress	Existing	LEDR	B	Moderate						*Cardaria draba*	PLANTS & Jepson differ in nomenclature
Lepidium latifolium	perennial pepperweed, tall whitetop	Existing	LELA2	B	High	X		X	Moderate			
Linaria dalmatica ssp. dalmatica	Dalmation toadflax	Existing	LIDAD	A	Moderate	X		X	Infrequent	One known infestation at Murdock crossing	*Linaria genistifolia ssp. dalmatica*	
Linaria vulgaris	butter-and-eggs	**New addition 2012**	LIVU2	None	Moderate				Infrequent			MHRD request addition; same threat as LIDAD
Lythrum salicaria	purple loosestrife	Existing	LYSA2	B	High							
Onopordum acanthium	Scotch thistle	Existing	ONAC	A	High			X		Currently limited to extreme east side		Found adjacent to BKRD just west of Hwy 395 (extreme east side of PNF).
Rubus armeniacus	Himalaya blackberry	Existing	RUAR9	None	High	X			Widespread			
Spartium junceum	Spanish broom	Existing	SPJU2	None	High	X			Infrequent			
Taeniatherum caput-medusae	medusahead	Existing	TACA8	C	High	X		X	Moderate	Throughout PNF		


Attachment B
Plumas Sierra Weed Management Area
Project Location Boundary
Plumas County
Sierra County
Google Earth
Image Landsat / Copernicus
N
20 mi

2025 WMAGP Reporting and Mapping Template
State of California
Department of Food and Agriculture
WMA-24-004

Project Information	
Recipient Organization Name:	
Project Title:	
CDFA Grant Number:	
Recipient's Project Contact	
Name:	
Phone:	
Email:	
Project Report Information	
Report Type:	Progress Report
Reporting Period:	**Start Date:** **End Date:**

Grant Report Items to Consider (check all that apply)

___ Invoice Prepared and Submitted
___ Evidence of CEQA compliance met (within three months) and sent to CDFA
___ Evidence of work documented sent to CDFA (see details below)
___ Evidence of MOU submitted by month six.

Accomplishments

1. Estimate the total percentage (%) of work completed on this project..... 0%

2. List each Objective in your project. Describe your activities and accomplishments for this reporting period. Add more rows as needed.

#	Objective	Activity and Accomplishment
1		
2		
3		
4		
5		

Challenges and Developments

3. Describe any challenges or delays that occurred during this reporting period and the corrective actions and/or changes to the project as a result. Add more rows as needed.

Challenge	Corrective Action and/or Project Change

4. Describe any positive developments that have occurred outside of the project's original intent that you experienced during this reporting period and any project changes as a result. Add more rows as needed.

Positive Development	Project Change

Work Documented – Weed locations

5. If your WMA is documenting work in Calflora can be sent to CDFA by providing an email showing receipt of data by Calflora to pdas@cdfa.ca.gov. When choosing this option, you must adhere to the mapping guidelines below.

6. Alternatively, you may send your work files/data/shapefiles directly to CDFA by submitting data in accordance with the guidelines listed in the mapping section below. Contact pdas@cdfa.ca.gov if you have questions or need assistance reporting your data.

   Payment of invoices is dependent on the submission of mapping data for the time period covered in this report

   ☐ I Understand the above and will report my mapping uploads using the table below

Date submitted	Uploaded to (Calflora or PDAS)	Date range of uploaded observations

APPLICANT SIGNATURE_____ Date _____

Other Items/Explanations (if needed)

Include any other items here.

Mapping Guidelines

Applicants who are not sending their mapping data directly to PDAS should utilize Calflora per the directions below. If not using Calflora, applicants should still adhere to the data field guidelines when submitting data directly to PDAS.

Calflora

- Calflora is user friendly and free to make an account
- Add photos
- Collect data on a mobile device and edit data at the office
- Field staff make individual observations which can be edited by a group's "data Czar"
- Stacked history for repeat visits to known populations
- Can obscure observations to maintain public confidentiality.
- Batch editing
- Easy to share with CDFA
- CDFA will upload all observations on your behalf, if you don't use Calflora. As such, you will not have direct control over your observations that CDFA uploads.

How to submit your data

If using Calflora:

1. Invite PDAS (PDAS@CDFA.CA.gov) to the group where data is being managed.
2. Email PDAS that your data for the quarter is ready. Include dates from the first observation to the last observation.
3. Send a Calflora link that contains the observations you would like to share with PDAS. Example of 2019 PDAS observations: https://www.calflora.org/entry/myobserv.html#srch=t&before=2020&after=2019-01-01&cols=b&mx=1000&inat=f
4. PDAS will download your records and upload to the CDFA internal database.
5. If space in your group is limited, feel free to remove PDAS from your group after PDAS has confirmed they downloaded your data.

If not using Calflora:

1. Email PDAS (PDAS@CDFA.CA.gov) with whatever format your data was stored in.
2. PDAS will upload your data to the internal CDFA database.
3. PDAS will upload your records to Calflora on your behalf. Sensitive records can be obscured or kept private, depending on the “access” field.

Fields

If not submitting via Calflora, we will provide an excel document with these fields for submission to PDAS.

Field	Definition	Example
ID	The unique number tied to Calflora Observation	io54964
History	This field pertains to records that are linked to each other in a history stack. This will be the record identifier of the oldest record in the stack. Required if using history stacking.	io54964
Access*	• Private-Observation will not be public. • Obscured- Public location is moved to the center of the quarter quadrangle. • Published-publicly available.	Obscured
Taxon*	Scientific name of the weed.	*Ailanthus altissima*

Common Name*	Common name of the weed.	Tree of Heaven
Date*	Date the weed was observed and treated.	2024/08/23
Observer*	Name of the staff member or agency that observed and treated a weed.	CDFA
Location Description*	Description of the location the weed was observed at.	Heavily infested grassy pasture
Number of Plants*	Number of plants at location	4
Management Status*	The current management status of the weed. Use “reported” if observation is visited for the first time or “managed” for weeds with ongoing management. • Reported • Verified • Searched for but not found • Extirpated • Managed	Reported
Identification*	The method of which a plant was identified. • Recognized from prior determination • Compared with herbarium specimens • Keyed in a botanical reference • compared with taxonomic descriptions • Compared with photos • Compared with herbarium specimens • Identification confirmed by an expert • Identification from PlantNet	Identification confirmed by an expert
Notes	Open Response text for nonrequired information	Population halved from previous year
Latitude*	The center of the patch, expressed in decimal latitude and longitude.	39.73701

Longitude*	The center of the patch, expressed in decimal latitude and longitude.	-121.828

Fields marked with an asterisk “*” are required fields

COUNTY LETTERHEAD

SUBMIT MONTHLY TO: CDFA.PHPPS_IPCB_Invoices@cdfa.ca.gov

STATE OF CALIFORNIA
DEPARTMENT OF FOOD AND AGRICULTURE
INTEGRATED PEST CONTROL BRANCH
1220 N STREET Rm 214
SACRAMENTO CA 95814

REMIT PAYMENT TO: (County Information)

Agreement Name:	
Agreement Number:	
Agreement Amount:	

Date:	
County:	
Amount Billed to Date	
Invoice #	
Billing Period:	**From:** **To:** (Example: From Jan 1, 20XX To Mar 31, 20XX)

For State Use Only	
Date Approved:	
Approved by:	
Account Code:	
Agreement No.	
Program Code:	
Fiscal Year:	
Amount:	

(Rev. x/xxxx)

PERSONNEL COSTS

	Employee Name	Classification Title	Hours	Hourly Rate w/o Benefits	Benefit Rate (%)	Salary	Services Performed	Detection vs Non-Detection	# of OT Hours Worked	Indirect Cost (Max 10%)	# of Site Lcts	Acres/Units	Samples	Total Costs
1														
2														
3														
4														
5														
		TOTALS	0.00	0.00	0.00	0.00	0.00		0.00	0.00	0.00	0.00		0.00

OPERATING EXPENSES

	Description (type of supply or expense)	Total Cost
1	Travel****	$0.00
2	Printing	$0.00
3	Postage/Freight	$0.00
4	Miscellaneous Field Supplies	$0.00
5	Miscellaneous Office Supplies	$0.00
6	Contractual Costs (please describe)	$0.00
7	Other Items of expense (please describe)	$0.00
8	Other Items of expense (please describe)	$0.00
	TOTAL OPERATING EXPENSES:	**$0.00**

COMMENTS:

VEHICLE OPERATIONS

	Total Mileage	Mileage Rate ***	Total Cost
County Vehicles	0.00	$0.000	$0.00
State Vehicles	0.00	$0.000	$0.00
Leased Vehicles	0.00	$0.000	$0.00
TOTAL VEHICLE OPERATIONS:			**$0.00**

Total: $0.00

*** Hourly Rate must include Hourly Wage and Benefit Rate.**

**** Overhead percent is eligible, may fluctuate per county and must not exceed 10%**

***** Mileage rates: County vehicle = After January 1, 2025 $0.70**
Per federal audit guidelines, this rate cannot be exceeded.
However, if your county's internal policy uses a lower rate, that rate may be applied.
State-owned vehicle = $0.285 per mile.

****** Not more than 10% of the award may be used for meetings, travel, administration and coordination costs (Refer to page 5 of Noxious Weed Grant Program RFP booklet)**

2025 - 2028 WMAGP Budget

(WMA Name)

July 1, 2025 - June 30, 2028

WMA-24-003 STATE OF CALIFORNIA California Department of Food and Agriculture

		CDFA Funding July 1,2025 - June 30 2026	CDFA Funding July 1,2026 - June 30, 2027	CDFA Funding July 1,2027 - June 30 2028	Cost Share
Personnel Services - Weed Control					
Title: Agriculture & Standards Technician III		$22535.04	$22535.04	$22535.04	$0.00
Title: Extra Help/Temporary		$0.00	$0.00	$0.00	$0.00
Title: Management Analist		$0.00	$0.00	$0.00	$2340.00
Title:		$0.00	$0.00	$0.00	$0.00
Title:		$0.00	$0.00	$0.00	$0.00
Title:		$0.00	$0.00	$0.00	$0.00
Title:		$0.00	$0.00	$0.00	$0.00
Title:		$0.00	$0.00	$0.00	$0.00
S		$22535.04	$22535.04	$22535.04	$2340.00
Operating Expenses					
Supplies: (must be itemized)					
PPE - Eyewear. Gloves, Safety Vests.		$500.00	$500.00	$500.00	$0.00
Backpack Sprayers - 2@$110		$220.00	$220.00	$220.00	$0.00
Equipment: (must be itemized)					
110 gal. Spray Truck - 400 hr. @ $48.00/hr.		$0.00	$0.00	$0.00	$19200.00
					$0.00
Herbicides: (must be itemized)					
Type: Milestone Amount: 8 gal.	Cost: $324/gal.	$2592,00	$2592,01	$2592,02	$0.00
Type: Method Amount: 4 gal.	Cost: $350.50/gal.	$1402.00	$1402.00	$1402.00	$0.00
Type: Dyne Amic Amount: 14 gal.	Cost: $40.25/gal.	$563,50	$563,51	$563,52	$0.00
Type: Garlon 4 Ultra Amount: 8 gal.	Cost: $78.99/gal.	$631.92	$631.92	$631.92	$0.00
Type: RoundUp Pro Amount: 13 gal.	Cost: $38,00/gal.	$494.00	$494.00	$494.00	$0.00
Type: Telar XP Amount: 60 oz.	Cost: $18.20/oz.	$1092.00	$1092.00	$1092.00	$0.00
Other					
Calflora Weed Manager Program		$4100.00	$4100.00	$4100.00	$0.00
Equipment Maintanence		$1000.00	$1000.00	$1000.00	$0.00
Mileage for Weed Control $0.67 x (Miles)		$2010.00	$2010.00	$2010.00	$0.00
S		$11449.92	$11449.92	$11449.92	$19200.00
Allowable Costs: **(Not more than 10% of the award may be used for meetings, travel, administration, and coordination costs - i.e. $40,000 CDFA Funding award total has max of $4,000 for all combined)**					
Meetings Cal-IPC & CWSS		$700.00	$700.00	$700.00	$0.00
Travel		$0.00	$0.00	$0.00	$0.00
Administration		$0.00	$0.00	$0.00	$0.00
Coordination		$0.00	$0.00	$0.00	$0.00
Mileage for Meetings, Training, Coordination $0.67 x (Miles)		$1300.00	$1300.00	$1300.00	$0.00
Subtotal		$35984.96	$35984.96	$35984.96	$21540.00
Indirect* (Max 10% of		$4000.00	$4000.00	$4000.00	$0.00
Total		$39984.96	$39984.96	$39984.96	$0.00
	Grant Total CDFA Funding	**$39984.96**	**$39984.96**	**$39984.96**	
	Grant Total Cost Share				**$0.00**

☐

*** If claiming less than 10% max Indirect Cost Rate please check this box:**

PLUMAS COUNTY
AGRICULTURE/WEIGHTS & MEASURES
DEPARTMENT
MEMORANDUM

TO:	**Honorable Chair and Board of Supervisors**
FROM:	**Margaret Bailey, Agricultural Standards Management Analyst I**
MEETING DATE:	**November 4, 2025**
SUBJECT:	**Approve and authorize supplemental budget transfer(s) of $23,505.42 from 20425/44180 (State Aid for Agriculture) to various #20425 accounts; approved by Auditor/Controller. Four/Fifths roll call vote**

Recommendation:
Approve and authorize supplemental budget transfer(s) of $23,505.42 from 20425/44180 (State Aid for Agriculture) to various #20425 accounts; approved by the Auditor/Controller. **Four/Fifths roll call vote**

Background and Discussion:
A new grant totaling $39,984.96, and $23,505.42 for FY 25/26, was not included in the FY 25/26 adopted budget; The remaining $16,479.54 was already budgeted under Regular Wages.

Action:

Approve and authorize supplemental budget transfer(s) of $23,505.42 from 20425/44180 (State Aid for Agriculture) to various #20425 accounts; approved by the Auditor/Controller. **Four/Fifths roll call vote**

Fiscal Impact:

New State Grant.

Attachments:
1. Item No. 2.B.2

COUNTY OF PLUMAS
REQUEST FOR BUDGET APPROPRIATION TRANSFER
OR SUPPLEMENTAL BUDGET

TRANSFER NUMBER
(Auditor's Use Only)

Department: Agriculture Weights & Measures Dept. No: 20425 Date 10/20/2025

The reason for this request is (check one):			Approval Required
A.	☐	Transfer to/from Contingencies OR between Departments	Board
B.	☑	Supplemental Budgets (including budget reductions)	Board
C.	☐	Transfers to/from or new Fixed Asset, within a 51XXX	Board
D.	☐	Transfer within Department, except fixed assets	Auditor
E.	☐	Establish any new account except fixed assets	Auditor

☐ **TRANSFER FROM OR** ☑ **SUPPLEMENTAL REVENUE ACCOUNTS**
(CHECK "TRANSFER FROM" IF TRANSFER WITHIN EXISTING BUDGET, CHECK "SUPPLEMENTAL REVENUE" IF SUPPLEMENTAL, NEW UNBUDGETED REVENUE)

Fund #	Dept #	Acct #	Account Name	$ Amount
0001	20425	44180	State Aid for Agriculture	23,505.42
			Total (must equal transfer to total)	23,505.42

☐ **TRANSFER TO OR** ☑ **SUPPLEMENTAL EXPENDITURE ACCOUNTS**
(CHECK "TRANSFER TO" IF TRANSFER WITHIN EXISTING BUDGET, CHECK "SUPPLEMENTAL EXPENDITURE" IF SUPPLEMENTAL, NEW UNBUDGETED EXPENSE)

Fund #	Dept #	Acct #	Account Name	$ Amount
0001	20425	520900	Equipment Maintenance	1,000.00
0001	20425	520940	Safety	500.00
0001	20425	524300	Small Tools & Instruments	220.00
0001	20425	51020	Other Wages	13,000.00
0001	20425	527400	Travel in County	1,206.00
0001	20425	520902	Vehicle Maintenance	804.00
0001	20425	520000	Agriculture	6,775.42
			Total (must equal transfer to total)	23,505.42

RECEIVED
OCT 27 2025
PLUMAS COUNTY
AUDITOR-CONTROLLER

Supplemental budget requests require Auditor/Controller's signature

Please provide copy of grant award, terms of award, proof of receipt of additional revenue, and/or backup to support this request.

In the space below, state (a) reason for request, (b) reason why there are sufficient balances in affected accounts to finance transfer, (c) why transfer cannot be delayed until next budget year (attach memo if more space is needed) or (d) reason for the receipt of more or less revenue than budgeted.

A) New Grant totaling $39984.96 for FY 25/26 not included on FY 25/26 budget

B) New Grant totaling $39984.96 for FY 25/26 not included on FY 25/26 budget

C) The $39984.96 must be expended in FY 25/26 to fulfill grant requirements

D) New State Grant

Approved by Department Signing Authority: _____

_____ Approved/ Recommended _____ Disapproved/ Not recommended

Auditor/Controller Signature: _____

Board Approval Date: _____ Agenda Item No. _____

Clerk of the Board Signature: _____

Date Entered by Auditor/Controller: _____ Initials _____

INSTRUCTIONS:

Original and 1 copy of ALL budget transfers go to Auditor/Controller. If supplemental request they must go to the Auditor/Controller. Original will be kept by Auditor, copies returned to Department after it is entered into the system.

Supplemental transfer must have Auditor/Controllers signature. Auditor/Controller will forward all signed, supplemental transfers to the Board for approval.

If one copy of agenda request and 13 copies of Board memo and backup are attached, the entire packet will be forwarded, after all signatures are obtained, to the Clerk of the Board. If only the budget form is sent, it will be returned to the Department after all signatures are obtained.

Transfers that are going to be submitted to the Board for approval:

A. Must be signed by the Auditor/Controller; if supplemental must be signed by the Auditor/Controller.

In the space below, state (a) reason for request, (b) reason why there are sufficient balances in affected accounts to finance transfer, (c) why transfer cannot be delayed until next budget year (attach memo if more space is needed) or (d) reason for the receipt of more or less revenue than budgeted.

A) New Grant totaling $39984.96 for FY 25/26 not included on FY 25/26 budget

B) New Grant totaling $39984.96 which $23,505.42 for FY 25/26 not included on FY 25/26 budget, the remaining $16,479.54 was already budgeted under Regular Wages

C) The $39984.96 must be expended in FY 25/26 to fulfill grant requirements

D) New State Grant.

Approved by Department Signing Authority: _____

X Approved/ Recommended _____ Disapproved/ Not recommended

Auditor/Controller Signature: Martee Reema

Board Approval Date: _____ Agenda Item No. _____

Clerk of the Board Signature: _____

Date Entered by Auditor/Controller: _____ Initials _____

INSTRUCTIONS:

Original and 1 copy of ALL budget transfers go to Auditor/Controller. If supplemental request they must go to the Auditor/Controller. Original will be kept by Auditor, copies returned to Department after it is entered into the system.

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Transfers that are going to be submitted to the Board for approval:

A. Must be signed by the Auditor/Controller; if supplemental must be signed by the Auditor/Controller.

PLUMAS COUNTY
SHERIFFS DEPARTMENT
MEMORANDUM

TO:	**Honorable Chair and Board of Supervisors**
FROM:	**Roni Towery**
MEETING DATE:	**November 4, 2025**
SUBJECT:	**Review the Inmate Welfare Fund (IWF) Annual Report Summary pursuant to Penal Code Section 4025 for fiscal year 2024-2025; discussion and possible action.**

Recommendation:
Review the Inmate Welfare Fund (IWF) Annual Report Summary pursuant to Penal Code Section 4025 for fiscal year 2024-2025; discussion and possible action.

Background and Discussion:
The Sheriff's Office is responsible for managing the IWF Program. The Sheriff is officially responsible for the oversight of this fund. Programs qualifying as inmate programs are those that provide direct benefit to the inmates as deemed appropriate by the Sheriff. The costs associated with providing these programs are funded by the IWF. Penal Code Section 4025 requires the annual report to be presented to the Board of Supervisors each year.

This is an informational item only as required by law.

Action:

Review the Inmate Welfare Fund (IWF) Annual Report Summary pursuant to Penal Code Section 4025 for fiscal year 2024-2025; discussion and possible action.

Fiscal Impact:

No fiscal impact - informational item only.

Attachments:
1. Annual Report Summary - 24-25

Plumas County Sheriff Inmate Welfare Fund
Annual Report Summary

Statement of Revenues, Expenditures and and changes in Fund Balance
Fiscal Year ending June 30, 2025

Fund: 0017I

Dept: 22911

Fund Balance as of July 1, 2024	**$**	**62,262.70**
FY 24/25 Revenues	**$**	**54,077.15**
FY 24/25 Expenditures	**$**	**40,312.52**
Fund Balance as of June 30, 2025	**$**	**76,027.33**

PLUMAS COUNTY
SHERIFFS DEPARTMENT
MEMORANDUM

TO:	**Honorable Chair and Board of Supervisors**
FROM:	**Roni Towery**
MEETING DATE:	**November 4, 2025**
SUBJECT:	**Approve and authorize a supplemental budget request in the amount of $810,922.00 to Communications (department #70375), revenue account — Federal/State Aid (#44290), and fixed asset expenditure account — Communications Equipment (#542200); approved by the Auditor/Controller. Four/Fifths roll call vote**

Recommendation:
Approve and authorize a supplemental budget request in the amount of $810,922.00 to Communications (department #70375), revenue account — Federal/State Aid (#44290), and fixed asset expenditure account — Communications Equipment (#542200); approved by the Auditor/Controller.

Background and Discussion:
In 2023, Lassen and Plumas counties were awarded a grant from the Federal Bureau of Justice Assistance to implement the Lassen and Plumas County Emergency Communications Integration Project - radio system upgrade. This supplemental budget is for the amount of funding that is allocated for the Plumas County portion of the project.

Action:

Approve and authorize a supplemental budget request in the amount of $810,922.00 to Communications (department #70375), revenue account — Federal/State Aid (#44290), and fixed asset expenditure account — Communications Equipment (#542200); approved by the Auditor/Controller.

Fiscal Impact:

(No General Fund Impact) Bureau of Justice Assistance grant funds

Attachments:
1. 20251031085416

COUNTY OF PLUMAS
REQUEST FOR BUDGET APPROPRIATION TRANSFER OR SUPPLEMENTAL BUDGET

TRANSFER NUMBER
(Auditor's Use Only)

Department: COMMUNICATIONS - SHERIFF Dept. No: 70375 Date 10/22/2025

The reason for this request is (check one):			Approval Required
A.	☐	Transfer to/from Contingencies OR between Departments	Board
B.	☑	Supplemental Budgets (including budget reductions)	Board
C.	☐	Transfers to/from or new Fixed Asset, within a 51XXX	Board
D.	☐	Transfer within Department, except fixed assets	Auditor
E.	☐	Establish any new account except fixed assets	Auditor

☐ **TRANSFER FROM OR** ☑ **SUPPLEMENTAL REVENUE ACCOUNTS**

(CHECK "TRANSFER FROM" IF TRANSFER WITHIN EXISTING BUDGET, CHECK "SUPPLEMENTAL REVENUE" IF SUPPLEMENTAL, NEW UNBUDGETED REVENUE)

Fund #	Dept #	Acct #	Account Name	$ Amount
0017G	70375	44290	FED/ST AID	810,922.00
			Total (must equal transfer to total)	810,922.00

☐ **TRANSFER TO OR** ☑ **SUPPLEMENTAL EXPENDITURE ACCOUNTS**

(CHECK "TRANSFER TO" IF TRANSFER WITHIN EXISTING BUDGET, CHECK "SUPPLEMENTAL EXPENDITURE" IF SUPPLEMENTAL, NEW UNBUDGETED EXPENSE)

Fund #	Dept #	Acct #	Account Name	$ Amount
0017G	70375	542200	COMMUNICATION EQUIPMENT	810,922.00
			Total (must equal transfer to total)	810,922.00

Supplemental budget requests require Auditor/Controller's signature

Please provide copy of grant award, terms of award, proof of receipt of additional revenue, and/or backup to support this request.

In the space below, state (a) reason for request, (b) reason why there are sufficient balances in affected accounts to finance transfer, (c) why transfer cannot be delayed until next budget year (attach memo if more space is needed) or (d) reason for the receipt of more or less revenue than budgeted.

A) GRANT REVENUE TO BE RECEIVED FOR RADIO SYSTEM UPGRADE

B) N/A

C) EQUIPMENT IS BEING ORDERED & PROJECT WILL BE STARTING

D) GRANT REVENUE TO BE RECEIVED

Approved by Department Signing Authority: _____

X Approved/ Recommended _____ Disapproved/ Not recommended

Auditor/Controller Signature: _____

Board Approval Date: 11-04-2025 Agenda Item No. 2025-3051

Clerk of the Board Signature: _____

Date Entered by Auditor/Controller: _____ Initials _____

INSTRUCTIONS:

Original and 1 copy of ALL budget transfers go to Auditor/Controller. If supplemental request they must go to the Auditor/Controller. Original will be kept by Auditor, copies returned to Department after it is entered into the system.

Supplemental transfer must have Auditor/Controllers signature. Auditor/Controller will forward all signed, supplemental transfers to the Board for approval.

If one copy of agenda request and 13 copies of Board memo and backup are attached, the entire packet will be forwarded, after all signatures are obtained, to the Clerk of the Board. If only the budget form is sent, it will be returned to the Department after all signatures are obtained.

Transfers that are going to be submitted to the Board for approval:

A. Must be signed by the Auditor/Controller; if supplemental must be signed by the Auditor/Controller.

PLUMAS COUNTY
SHERIFFS DEPARTMENT
MEMORANDUM

TO:	**Honorable Chair and Board of Supervisors**
FROM:	**Roni Towery**
MEETING DATE:	**November 4, 2025**
SUBJECT:	**Consider request to appropriate $39,078.00 from the Communications (dept #70375) Contingency account (#528400) for radio system upgrade project; discussion and possible action. Four/Fifths roll call vote**

Recommendation:
Consider request to appropriate $39,078.00 from the Communications (dept #70375) Contingency account (#528400) for radio system upgrade project; discussion and possible action. **Four/Fifths roll call vote**

Background and Discussion:
The work for the Lassen and Plumas County Emergency Communications Integration Project (radio system upgrade) is starting. The grant funds from the Bureau of Justice Assistance will fund $810,922.00 of the initial costs. Additional funds may be needed to cover pricing adjustments subject to tariff increases, supply chain issues, product availability, FCC licenses, etc. This transfer from the contingency account should provide for any unanticipated costs.

Action:

Consider request to appropriate $39,078.00 from the Communications (dept #70375) Contingency account (#528400) for radio system upgrade project; discussion and possible action. **Four/Fifths roll call vote**

Fiscal Impact:

(No General Fund Impact) Sheriff's Communications funds

Attachments:
1. 20251031085524

COUNTY OF PLUMAS
REQUEST FOR BUDGET APPROPRIATION TRANSFER OR SUPPLEMENTAL BUDGET

TRANSFER NUMBER
(Auditor's Use Only)

Department: COMMUNICATIONS - SHERIFF Dept. No: 70375 Date 10/22/2025

The reason for this request is (check one):			Approval Required
A.	☑	Transfer to/from Contingencies OR between Departments	Board
B.	☐	Supplemental Budgets (including budget reductions)	Board
C.	☐	Transfers to/from or new Fixed Asset, within a 51XXX	Board
D.	☐	Transfer within Department, except fixed assets	Auditor
E.	☐	Establish any new account except fixed assets	Auditor

☑ **TRANSFER FROM OR** ☐ **SUPPLEMENTAL REVENUE ACCOUNTS**

(CHECK "TRANSFER FROM" IF TRANSFER WITHIN EXISTING BUDGET, CHECK "SUPPLEMENTAL REVENUE" IF SUPPLEMENTAL, NEW UNBUDGETED REVENUE)

Fund #	Dept #	Acct #	Account Name	$ Amount
0017G	70375	528400	CONTINGENCIES	39,078.00
			Total (must equal transfer to total)	39,078.00

☑ **TRANSFER TO OR** ☐ **SUPPLEMENTAL EXPENDITURE ACCOUNTS**

(CHECK "TRANSFER TO" IF TRANSFER WITHIN EXISTING BUDGET, CHECK "SUPPLEMENTAL EXPENDITURE" IF SUPPLEMENTAL, NEW UNBUDGETED EXPENSE)

Fund #	Dept #	Acct #	Account Name	$ Amount
0017G	70375	542200	COMMUNICATIONS EQUIPMENT	39,078.00
			Total (must equal transfer to total)	39,078.00

Supplemental budget requests require Auditor/Controller's signature

Please provide copy of grant award, terms of award, proof of receipt of additional revenue, and/or backup to support this request.

In the space below, state (a) reason for request, (b) reason why there are sufficient balances in affected accounts to finance transfer, (c) why transfer cannot be delayed until next budget year (attach memo if more space is needed) or (d) reason for the receipt of more or less revenue than budgeted.

A) TO COVER UNANTICIPATED COSTS TO PROJECT

B) CONTINGENCY ACCOUNT FOR UNEXPECTED COSTS

C) EXPENSES COULD BE INCURRED THIS FISCAL YEAR

D) N/A

Approved by Department Signing Authority: _____

X Approved/ Recommended _____ Disapproved/ Not recommended

Auditor/Controller Signature: _____

Board Approval Date: 11.04.2025 Agenda Item No. 2025-3053

Clerk of the Board Signature: _____

Date Entered by Auditor/Controller: _____ Initials _____

INSTRUCTIONS:

Original and 1 copy of ALL budget transfers go to Auditor/Controller. If supplemental request they must go to the Auditor/Controller. Original will be kept by Auditor, copies returned to Department after it is entered into the system.

Supplemental transfer must have Auditor/Controllers signature. Auditor/Controller will forward all signed, supplemental transfers to the Board for approval.

If one copy of agenda request and 13 copies of Board memo and backup are attached, the entire packet will be forwarded, after all signatures are obtained, to the Clerk of the Board. If only the budget form is sent, it will be returned to the Department after all signatures are obtained.

Transfers that are going to be submitted to the Board for approval:

A. Must be signed by the Auditor/Controller; if supplemental must be signed by the Auditor/Controller.

PLUMAS COUNTY
SHERIFFS DEPARTMENT
MEMORANDUM

TO:	**Honorable Chair and Board of Supervisors**
FROM:	**Roni Towery**
MEETING DATE:	**November 4, 2025**
SUBJECT:	**Approve and authorize Chair to sign an agreement and the Plumas County Participating Addendum between Plumas County Sheriff's Office and Motorola Solutions for the fixed asset purchase of communications equipment and services; total not to exceed $150,000.00; (No General Fund Impact) Communications (dept #70375) Communications Equipment (acct #542200); approved as to form by County Counsel; discussion and possible action. Four/Fifths roll call vote**

Recommendation:
Approve and authorize Chair to sign an agreement and the Plumas County Participating Addendum between Plumas County Sheriff's Office and Motorola Solutions for the fixed asset purchase of communications equipment and services; total not to exceed $150,000.00; (No General Fund Impact) Communications (dept #70375) Communications Equipment (acct #542200); approved as to form by County Counsel; discussion and possible action.

Background and Discussion:
This Motorola purchase is the beginning of the Lassen and Plumas County Emergency Communications Integration Project (radio system upgrade).

Action:

Approve and authorize Chair to sign an agreement and the Plumas County Participating Addendum between Plumas County Sheriff's Office and Motorola Solutions for the fixed asset purchase of communications equipment and services; total not to exceed $150,000.00; (No General Fund Impact) Communications (dept #70375) Communications Equipment (acct #542200); approved as to form by County Counsel; discussion and possible action.

Fiscal Impact:

(No General Fund Impact) Sheriff's Communications budget, Bureau of Justice assistance grant funding

Attachments:
1. Addendum FINAL
2. Amendment 1 contract extension-Motorola Solutions, Inc RA05-21
3. Contract Extension 3- Motorola Solutions, Inc.
4. Executed Extension 2 - Motorola Solutions, Inc.
5. Motorola MPA - Lassen Project FINAL

PLUMAS COUNTY PARTICIPATING ADDENDUM

COMMUNICATION EQUIPMENT AND SERVICES

Houston-Galveston Area Council (HGAC) Master Agreement Number RA05-21

Motorola Solutions, Inc. (Contractor)

This California Compliant Addendum ("Addendum") is entered into by and between the County of Plumas ("County"), a political subdivision of the State of California, by and through its **Sheriff's Office**, and **Motorola Solutions, Inc.** ("Contractor"), pursuant to the Houston-Galveston Area Council ("HGACBuy") Contract No. RA05-21 for Radio Communications/Emergency Response & Mobile Interoperability Equipment ("Master Agreement").

RECITALS

WHEREAS, the County desires to purchase communications equipment and services from Contractor through the HGACBuy cooperative purchasing program;

WHEREAS, California Government Code Section 6500 et seq. authorizes local agencies to exercise joint powers and enter into joint powers agreements for the purpose of jointly exercising any power common to the contracting parties;

WHEREAS, California law requires certain provisions to be included in contracts with public agencies that are not addressed in the Master Agreement;

NOW, THEREFORE, the parties agree to the following terms and conditions:

1. GOVERNING LAW AND VENUE

This Addendum and all matters relating to it shall be governed by the laws of the State of California. Any lawsuit or legal proceeding arising from this Addendum shall be brought exclusively in the Superior Court of Plumas County, California.

2. COMPLIANCE WITH CALIFORNIA LAW

Contractor shall comply with all applicable California state and local laws, regulations, and ordinances in the performance of this Addendum and the Master Agreement, including but not limited to laws regarding public contracting, prevailing wages (if applicable), non-discrimination, and environmental protection.

3. NON-APPROPRIATION OF FUNDS

It is mutually agreed that if, for the current fiscal year and/or any subsequent fiscal years covered under this Agreement, insufficient funds are appropriated to make the payments called for by this Agreement, this Agreement shall be of no further force or effect. In this event, the County shall have no liability to pay any further funds whatsoever to Contractor or furnish any other consideration under this Agreement and Contractor shall not be obligated to perform any further services under this Agreement. If funding for any fiscal year is reduced or deleted for the purposes of this program, the County shall have the option to either cancel this Agreement with no further liability incurring to the County, or offer an amendment to Contractor to reflect the reduced amount available to the program. The parties acknowledge and agree

that the limitations set forth above are required by Article XVI, section 18 of the California Constitution. Contractor acknowledges and agrees that said Article XVI, section 18 of the California Constitution supersedes any conflicting law, rule, regulation or statute.

4. INDEMNIFICATION

To the furthest extent permitted by law (including without limitation California Civil Code Sections 2782 and 2782.8, if applicable), County shall not be liable for, and Contractor shall defend and indemnify County and its officers, agents, employees, and volunteers (collectively "County Parties"), against any and all claims, deductibles, self-insured retentions, demands, liability, judgments, awards, fines, mechanics' liens or other liens, labor disputes, losses, damages, expenses, charges or costs of any kind or character, including attorney's fees and court costs (hereinafter collectively referred to as "Claims"), which arise out of or are in any way connected to the work covered by this Agreement arising either directly or indirectly from any act, error, omission or negligence of Contractor or its officers, employees, agents, contractors, licensees or servants, including, without limitation, Claims caused by the concurrent negligent act, error or omission, whether active or passive of County Parties. Contractor shall have no obligation, however, to defend or indemnify County Parties from a Claim if it is determined by a court of competent jurisdiction that such Claim was caused by the sole negligence or willful misconduct of County Parties. The obligations of this indemnity shall be for the full amount of all damage to County, including defense costs, and shall not be limited by any insurance limits.

5. ASSIGNMENT

Contractor shall not assign or transfer any interest in this Addendum without the prior written consent of the County. Any attempt to assign without such consent shall be void and confer no rights upon any third party.

6. CONFLICT OF INTEREST

Contractor warrants that it presently has no interest and shall not acquire any interest, direct or indirect, which would conflict with its performance under this Addendum. Contractor shall comply with all applicable California laws regarding conflicts of interest, including but not limited to California Government Code Sections 1090 et seq. and 87100 et seq.

7. PUBLIC RECORDS

Contractor acknowledges that this Addendum and all records related to it are subject to the California Public Records Act (Government Code Section 6250 et seq.) and may be subject to disclosure unless a specific exemption applies.

8. CONTRACTOR CERTIFICATIONS

Contractor certifies compliance with applicable provisions of the California Government Code, including but not limited to §§ 8350 et seq. (Drug-Free Workplace), § 12990 (Nondiscrimination), and any applicable labor code provisions.

9. APPLICABILITY TO SUBCONTRACTORS

Contractor shall ensure that all subcontractors performing work under this Addendum comply with the applicable provisions of this Addendum and California law.

10. ENTIRE AGREEMENT AND PRECEDENCE

This Addendum, together with the Master Agreement and any other documents incorporated by reference, constitutes the entire agreement between the Parties. In the event of any conflict between the terms of this Addendum and the Master Agreement, the terms of this Addendum shall prevail.

11. SEVERABILITY

If any provision of this Addendum is held to be illegal, invalid, or unenforceable under present or future laws, such provision shall be fully severable and the remainder of this Addendum shall remain in full force and effect.

12. EXECUTION AND EFFECTIVE DATE

This Addendum may be executed in counterparts, each of which shall be deemed an original, but all of which together shall constitute one and the same instrument. This Addendum shall be effective upon execution by both Parties.

IN WITNESS WHEREOF, the parties have executed this Addendum as of the date of execution by both parties below:

MOTOROLA SOLUTIONS, INC.

By: _____
Name: Scott Lees
Title: VP Government Sales-West
Date:

COUNTY OF PLUMAS
SHERIFF'S OFFICE

By: _____
Name: Kevin Goss
Title: Chair, Board of Supervisors
Date:

ATTEST:

By: _____
Name: Allen Hiskey
Title: Clerk of the Board of Supervisors

Approved as to form:

_____
Stephen Schofield, Attorney
County Counsel's Office

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AMENDMENT No. 1 to CONTRACT No. RA05-21
For
Radio Communications/Emergency Response Equipment
Between
HOUSTON-GALVESTON AREA COUNCIL
And
Motorola Solutions, Inc.

THIS AMENDMENT modifies the above referenced Contract as follows:

This contract is extended through July 31, 2024 Midnight CT.

Unless otherwise noted, this amendment goes into effect on the date signed by **H-GAC.** All other terms and conditions of this Contract shall remain unchanged and in full force and effect.

IN WITNESS WHEREOF, the parties have caused this Agreement to be executed by their respective duly authorized representatives.

Signed for **Houston-Galveston Area Council,**
Houston, Texas

DocuSigned by:
82EC270D5D61423...
Chuck Wemple, Executive Director

Date: 7/31/2023

Signed for: **Motorola Solutions, Inc.**

DocuSigned by:
Scott Lees
036A3CF0B16F414...

Printed Name & Title: Scott Lees VP Government Sales - West

Date: 7/31/2023

Docusign Envelope ID: EFED8DAB-FD00-49B0-BE4D-25DCE3F79997

H-GAC

Houston-Galveston Area Council
P.O. Box 22777 · 3555 Timmons · Houston, Texas 77227-2777

EXTENSION No. 3 to CONTRACT No. RA05-21

For

Radio Communications/Emergency Response & Mobile Interoperability Equipment

Between

HOUSTON-GALVESTON AREA COUNCIL

And

Motorola Solutions, Inc.

THIS AMENDMENT modifies the above referenced Contract as follows:

Contract is extended through Jul 31 2027 Midnight CST or the effective date of the contracts resulting from the most recently awarded Request For Proposal (RFP) for Radio Communications/Emergency Response & Mobile Interoperability Equipment, whichever occurs first.

Unless otherwise noted, this amendment goes into effect on the date signed by **H-GAC.** All other terms and conditions of this Contract shall remain unchanged and in full force and effect.

IN WITNESS WHEREOF, the parties have caused this Agreement to be executed by their respective duly authorized representatives.

Signed for: **Houston-Galveston Area Council**

DocuSigned by:
82EC270D5D61423...

Chuck Wemple
Executive Director
Date: 7/1/2025

Signed for: **Motorola Solutions, Inc.**

Signed by:
Scott Lees
036A3CF0B16F414...

Printed Name: Scott Lees
Title: VP Government Sales - West

Scott Lees
Vice President-Western Division
Date: 6/27/2025

Docusign Envelope ID: 5349F1D3-A9E6-4CAE-9484-4CA5D72FECEA

EXTENSION No. 2 to CONTRACT No. RA05-21

For

Radio Communications/Emergency Response & Mobile Interoperability Equipment

Between

HOUSTON-GALVESTON AREA COUNCIL

And

Motorola Solutions, Inc.

THIS AMENDMENT modifies the above referenced Contract as follows:

Contract is extended through Jul 31 2025 Midnight CST or the effective date of the contracts resulting from the most recently awarded Request For Proposal (RFP) for Radio Communications/Emergency Response & Mobile Interoperability Equipment, whichever occurs first.

Unless otherwise noted, this amendment goes into effect on the date signed by **H-GAC.** All other terms and conditions of this Contract shall remain unchanged and in full force and effect.

IN WITNESS WHEREOF, the parties have caused this Agreement to be executed by their respective duly authorized representatives.

Signed for: **Houston-Galveston Area Council**

DocuSigned by:
82EC270D5D61423...

Chuck Wemple
Executive Director
Date: 7/30/2024

Signed for: **Motorola Solutions, Inc.**

DocuSigned by:
Scott Lees
5C410900B6FC422...

Printed Name: Scott Lees
Title: Vice President-Western Division
Date: 7/30/2024

MASTER PURCHASE AGREEMENT
COUNTY OF PLUMAS

Date: October 15, 2025

Vendor:
MOTOROLA SOLUTIONS
1307 E ALGONQUIN RD
SCHAUMBURG IL 60916

Tel: 775-359-1121

County: County of Plumas
Department of SHERIFF'S OFFICE
1400 E. MAIN STREET
QUINCY, CA 95971

Tel: 530-283-6375

Description: Purchase of COMMUNICATIONS EQUIPMENT & SERVICES as identified in the purchase agreement attached to MPA as Exhibit A.

Cost: The total compensation payable under this agreement, inclusive of all expenses, shall not exceed $ ONE HUNDRED FIFTY THOUSAND & NO/100 Dollars ($ 150,000.00)

Term: Agreement shall commence on November 4, 2025 and shall terminate on UPON COMPLETION unless the Contract is terminated earlier.

I understand and agree to the terms set forth above and those contained in the Retail Sales Contract which is attached hereto as Exhibit B and incorporated herein by this reference.

VENDOR:

By:_____

Name:

Title:

Date Signed:

COUNTY:

County of Plumas, a political subdivision of the State of California

By:_____

Name: Kevin Goss

Chair, Board of Supervisors

Date signed:

ATTEST:

By:_____

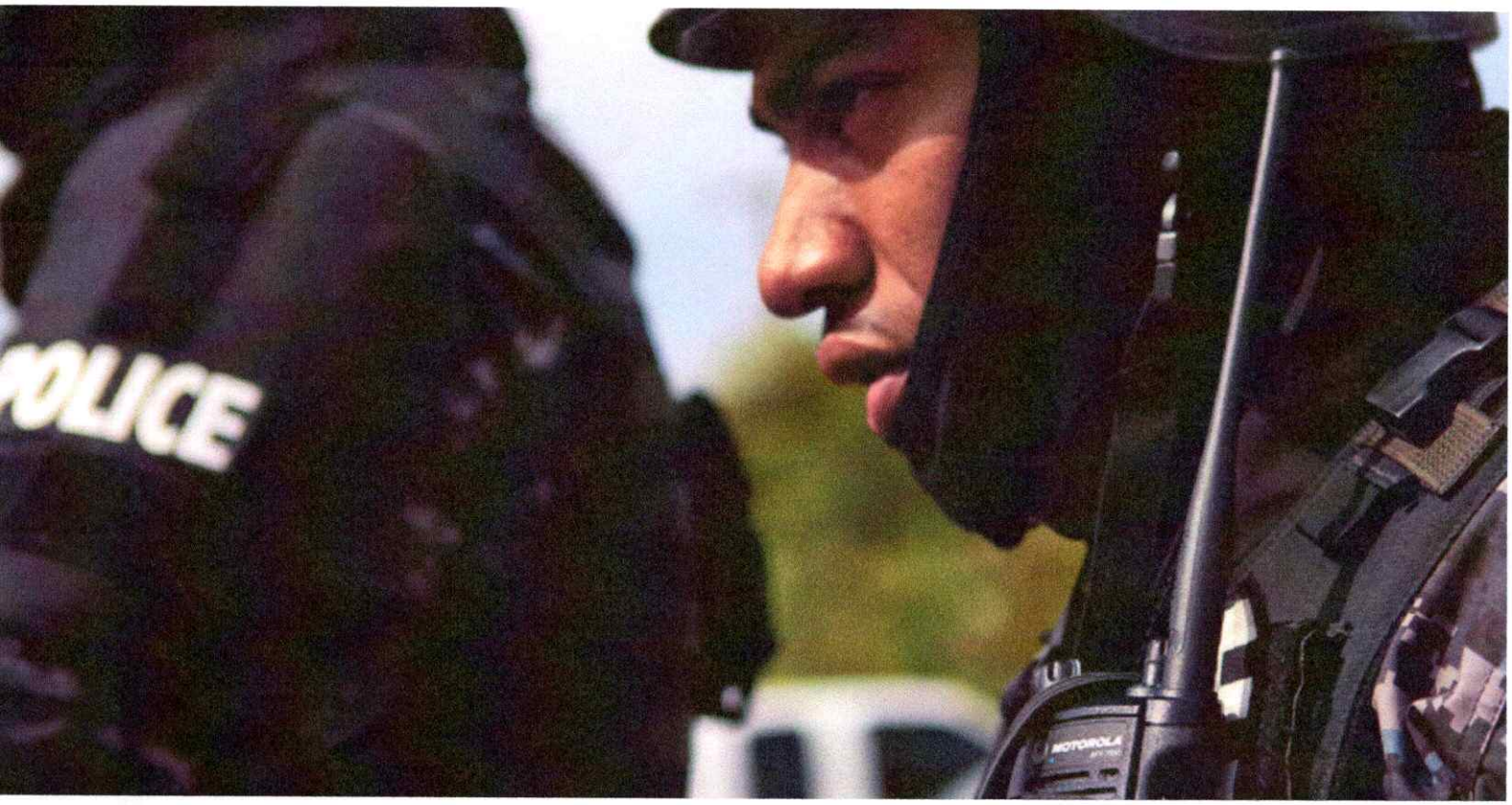
Name: Allen Hiskey

Deputy Clerk of the Board

Date Signed:

Approved as to form:

Stephen Schofield, Attorney
County Counsel's Office







PLUMAS COUNTY SHERIFF'S OFFICE

System Upgrade Grant Portion

10/07/2025

The design, technical, pricing, and other information ("Information") furnished with this submission is confidential proprietary information of Motorola Solutions, Inc. or the Motorola Solutions entity providing this quote ("Motorola") and is submitted with the restriction that it is to be used for evaluation purposes only. To the fullest extent allowed by applicable law, the Information is not to be disclosed publicly or in any manner to anyone other than those required to evaluate the Information without the express written permission of Motorola.
MOTOROLA, MOTO, MOTOROLA SOLUTIONS, and the Stylized M Logo are trademarks or registered trademarks of Motorola Trademark Holdings, LLC and are used under license. All other trademarks are the property of their respective owners. © 2020 Motorola Solutions, Inc. All rights reserved.

10/07/2025

PLUMAS COUNTY SHERIFF'S OFFICE
1400 E MAIN ST
QUINCY, CA 95971

RE: Motorola Quote for System Upgrade Grant Portion

Dear Chad Hermann,

Motorola Solutions is pleased to present PLUMAS COUNTY SHERIFF'S OFFICE with this quote for quality communications equipment and services. The development of this quote provided us the opportunity to evaluate your requirements and propose a solution to best fulfill your communications needs.

This information is provided to assist you in your evaluation process. Our goal is to provide PLUMAS COUNTY SHERIFF'S OFFICE with the best products and services available in the communications industry. Please direct any questions to Dan Pena at danp@sierraelectronics.com.

We thank you for the opportunity to provide you with premier communications and look forward to your review and feedback regarding this quote.

Sincerely,

Dan Pena

Motorola Solutions Manufacturer's Representative

Billing Address:
PLUMAS COUNTY SHERIFF'S
OFFICE
1400 E MAIN ST
QUINCY, CA 95971
US

Quote Date:10/07/2025
Expiration Date:12/06/2025
Quote Created By:
Dan Pena
danp@sierraelectronics.com

End Customer:
PLUMAS COUNTY SHERIFF'S OFFICE
Chad Hermann

Contract: 17724 - HGAC (TX)-RA05-21

Line #	Item Number	Description	Qty	List Price	Sale Price	Ext. Sale Pric
	APX™ Consolette					
1	L37TSS9PW1AN	MOBILE RADIO ALL BAND CONSOLETTE	2	$13,821.00	$10,167.09	$20,334.1
1a	CA01942AA	ADD: DC CORD	2			
1b	G90AC	ADD: NO MICROPHONE NEEDED APX	2			
1c	G48BB	SOFTWARE LICENSE ENH: CONVENTIONAL OPERATION APX	2			
1d	GA00469AA	SOFTWARE LICENSE ENH:EXTENDED DISPATCH APX CONSOLETT	2			
1e	CA01598AB	ADD: AC LINE CORD US	2			
1f	GA05507AA	DEL: DELETE 7/800MHZ BAND	2			
1g	GA05509AA	DEL: DELETE UHF BAND	2			
1h	G78AR	ADD: 3Y ESSENTIAL SERVICE	2			
1i	L999AG	ADD: FULL FP W/E5/KEYPAD/ CLOCK/VU	2			
1j	G843AH	ADD: AES ENCRYPTION AND ADP	2			
1k	G806BL	SOFTWARE LICENSE ENH: ASTRO DIGITAL CAI OP APX	2			
1l	QA09113AB	ADD: BASELINE RELEASE SW	2			
1m	W969BG	SOFTWARE LICENSE ENH: MULTIKEY OPERATION	2			

Any sales transaction following Motorola's quote is based on and subject to the terms and conditions of the valid and executed written contract between Customer and Motorola (the ""Underlying Agreement"") that authorizes Customer to purchase equipment and/or services or license software (collectively ""Products""). If no Underlying Agreement exists between Motorola and Customer, then Motorola's Standard Terms of Use and Motorola's Standard Terms and Conditions of Sales and Supply shall govern the purchase of the Products.
Motorola Solutions, Inc.: 500 West Monroe, United States - 60661 ~ #: 36-1115800

Line #	Item Number	Description	Qty	List Price	Sale Price	Ext. Sale Pric
2	HKN6233C	MOBILE RADIO APX CONSOLETTE RACK MOUNT KIT	1	$214.00	$156.22	$156.2
	GTR 8000 Base Radio					
3	T7039A	BASE RADIO, GTR 8000	1	$28,112.00	$22,489.60	$22,489.6
3a	CA03863AA	ADD: ASTRO SYSTEM RELEASE 2022.1	1			
3b	X530BG	ADD: VHF (136-174 MHZ)	1			
3c	CA01948AA	ADD: DIGITAL CONVENTIONAL SOFTWARE	1			
3d	CA01953AA	ADD: POWER EFFICIENCY PACKAGE	1			
3e	CA01502AA	ADD: ASTRO 25 CONV SIMULCAST SW	1			
3f	CA01504AA	ADD: ANTENNA RELAY	1			
3g	X153AW	ADD: RACK MOUNT HARDWARE	1			
	GTR 8000 Base Radio					
4	T7039A	BASE RADIO, GTR 8000	1	$28,112.00	$22,489.60	$22,489.6
4a	CA03863AA	ADD: ASTRO SYSTEM RELEASE 2022.1	1			
4b	X530BG	ADD: VHF (136-174 MHZ)	1			
4c	CA01948AA	ADD: DIGITAL CONVENTIONAL SOFTWARE	1			
4d	CA01953AA	ADD: POWER EFFICIENCY PACKAGE	1			
4e	CA01502AA	ADD: ASTRO 25 CONV SIMULCAST SW	1			
4f	CA01504AA	ADD: ANTENNA RELAY	1			
4g	X153AW	ADD: RACK MOUNT HARDWARE	1			
	GTR 8000 Base Radio					
5	T7039A	BASE RADIO, GTR 8000	1	$28,112.00	$22,489.60	$22,489.6
5a	CA03863AA	ADD: ASTRO SYSTEM RELEASE 2022.1	1			
5b	X530BG	ADD: VHF (136-174 MHZ)	1			
5c	CA01948AA	ADD: DIGITAL CONVENTIONAL SOFTWARE	1			
5d	CA01953AA	ADD: POWER EFFICIENCY PACKAGE	1			

Any sales transaction following Motorola's quote is based on and subject to the terms and conditions of the valid and executed written contract between Customer and Motorola (the ""Underlying Agreement"") that authorizes Customer to purchase equipment and/or services or license software (collectively ""Products""). If no Underlying Agreement exists between Motorola and Customer, then Motorola's Standard Terms of Use and Motorola's Standard Terms and Conditions of Sales and Supply shall govern the purchase of the Products.

Motorola Solutions, Inc.: 500 West Monroe, United States - 60661 ~ #: 36-1115800

Line #	Item Number	Description	Qty	List Price	Sale Price	Ext. Sale Pric
5e	CA01502AA	ADD: ASTRO 25 CONV SIMULCAST SW	1			
5f	CA01504AA	ADD: ANTENNA RELAY	1			
5g	X153AW	ADD: RACK MOUNT HARDWARE	1			
	GTR 8000 Base Radio					
6	T7039A	BASE RADIO, GTR 8000	1	$28,112.00	$22,489.60	$22,489.6
6a	CA03863AA	ADD: ASTRO SYSTEM RELEASE 2022.1	1			
6b	X530BG	ADD: VHF (136-174 MHZ)	1			
6c	CA01948AA	ADD: DIGITAL CONVENTIONAL SOFTWARE	1			
6d	CA01953AA	ADD: POWER EFFICIENCY PACKAGE	1			
6e	CA01502AA	ADD: ASTRO 25 CONV SIMULCAST SW	1			
6f	CA01504AA	ADD: ANTENNA RELAY	1			
6g	X153AW	ADD: RACK MOUNT HARDWARE	1			
	GTR 8000 Base Radio					
7	T7039A	BASE RADIO, GTR 8000	1	$28,112.00	$22,489.60	$22,489.6
7a	CA03863AA	ADD: ASTRO SYSTEM RELEASE 2022.1	1			
7b	X530BG	ADD: VHF (136-174 MHZ)	1			
7c	CA01948AA	ADD: DIGITAL CONVENTIONAL SOFTWARE	1			
7d	CA01953AA	ADD: POWER EFFICIENCY PACKAGE	1			
7e	CA01502AA	ADD: ASTRO 25 CONV SIMULCAST SW	1			
7f	CA01504AA	ADD: ANTENNA RELAY	1			
7g	X153AW	ADD: RACK MOUNT HARDWARE	1			

Grand Total $132,938.40(USD)

Notes:

- Unless otherwise noted, this quote excludes sales tax or other applicable taxes (such as Goods and Services Tax, sales tax, Value Added Tax and other taxes of a similar nature). Any tax the customer is subject to will be added to invoices.

Any sales transaction following Motorola's quote is based on and subject to the terms and conditions of the valid and executed written contract between Customer and Motorola (the ""Underlying Agreement"") that authorizes Customer to purchase equipment and/or services or license software (collectively ""Products""). If no Underlying Agreement exists between Motorola and Customer, then Motorola's Standard Terms of Use and Motorola's Standard Terms and Conditions of Sales and Supply shall govern the purchase of the Products.

Motorola Solutions, Inc.: 500 West Monroe, United States - 60661 – #: 36-1115800

Any sales transaction following Motorola's quote is based on and subject to the terms and conditions of the valid and executed written contract between Customer and Motorola (the ""Underlying Agreement"") that authorizes Customer to purchase equipment and/or services or license software (collectively ""Products""). If no Underlying Agreement exists betwee Motorola and Customer, then Motorola's Standard Terms of Use and Motorola's Standard Terms and Conditions of Sales and Supply shall govern the purchase of the Products.

Motorola Solutions, Inc.: 500 West Monroe, United States - 60661 ~ #: 36-1115800

Line #	Item Number	Parametric Data
3	T7039A	Channel = 1,TX_FREQ = 150.100; Channel = 1,RX_FREQ = 155.100
4	T7039A	Channel = 1,TX_FREQ = 150.100; Channel = 1,RX_FREQ = 155.100
5	T7039A	Channel = 1,TX_FREQ = 150.100; Channel = 1,RX_FREQ = 155.100
6	T7039A	Channel = 1,TX_FREQ = 150.100; Channel = 1,RX_FREQ = 155.100
7	T7039A	Channel = 1,TX_FREQ = 150.100; Channel = 1,RX_FREQ = 155.100

Any sales transaction following Motorola's quote is based on and subject to the terms and conditions of the valid and executed written contract between Customer and Motorola (the ""Underlying Agreement"") that authorizes Customer to purchase equipment and/or services or license software (collectively ""Products""). If no Underlying Agreement exists between Motorola and Customer, then Motorola's Standard Terms of Use and Motorola's Standard Terms and Conditions of Sales and Supply shall govern the purchase of the Products.
Motorola Solutions, Inc.: 500 West Monroe, United States - 60661 ~ #: 36-1115800

MOTOROLA SOLUTIONS

Purchase Order Checklist NA OM

Marked as PO/ Contract/ Notice to Proceed on Company Letterhead (PO will not be processed without this)
PO Number/ Contract Number
PO Date
Vendor = Motorola Solutions, Inc.
Payment (Billing) Terms/ State Contract Number
Bill-To Name on PO must be equal to the *Legal* Bill-To Name
Bill-To Address
Ship-To Address (If we are shipping to a MR location, it must be documented on PO)
Ultimate Address (If the Ship-To address is the MR location then the Ultimate Destination address must be documented on PO)
PO Amount must be equal to or greater than Order Total
Non-Editable Format (Word/ Excel templates cannot be accepted)
Tax Exemption Status
Signatures (As required)

NOTE: When an email order is submitted a confirmation is sent from Motorola AutoNotify referencing a **case number.**
Once checklist is complete, order still must go through **Order Validation/Credit Approval**

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MOTOROLA GENERAL PROVISIONS

This Master Agreement is made and entered into, by and between the Houston-Galveston Area Council hereinafter referred to as H-GAC having its principal place of business at 3555 Timmons Lane, Suite 120, Houston, Texas 77027 and Motorola Solutions, Inc., hereinafter referred to as the Contractor, having its principal place of business at 500 West Monroe Street, Chicago, IL 60661.

WITNESSETH:

WHEREAS, H-GAC hereby engages the Contractor to perform certain services in accordance with the specifications of the Master Agreement; and

WHEREAS, the Contractor has agreed to perform such services in accordance with the specifications of the Master Agreement;

NOW, THEREFORE, H-GAC and the Contractor do hereby agree as follows:

ARTICLE 1: LEGAL AUTHORITY

The Contractor warrants and assures H-GAC that it possesses adequate legal authority to enter into this Master Agreement. The Contractor's governing body, where applicable, has authorized the signatory official(s) to enter into this Master Agreement and bind the Contractor to the terms of this Master Agreement and any subsequent amendments hereto.

ARTICLE 2: APPLICABLE LAWS

The Contractor agrees to conduct all activities under this Master Agreement in accordance with all federal laws, executive orders, policies, procedures, applicable rules, regulations, directives, standards, ordinances, and laws, in effect or promulgated during the term of this Master Agreement, including without limitation, workers' compensation laws, minimum and maximum salary and wage statutes and regulations, and licensing laws and regulations. When required, the Contractor shall furnish H-GAC with satisfactory proof of its compliance therewith.

ARTICLE 3: PUBLIC INFORMATION

Except as stated below, all materials submitted to H-GAC, including any attachments, appendices, or other information submitted as a part of a submission or Master Agreement, are considered public information, and become the property of H-GAC upon submission and may be reprinted, published, or distributed in any manner by H-GAC according to open records laws, requirements of the US Department of Labor and the State of Texas, and H-GAC policies and procedures. In the event the Contractor wishes to claim portions of the response are not subject to the Texas Public Information Act, it shall so; however, the determination of the Texas Attorney General as to whether such information must be disclosed upon a public request shall be binding on the Contractor. H-GAC will request such a determination only if Contractor bears all costs for preparation of the submission. H-GAC is not responsible for the return of creative examples of work submitted. H-GAC will not be held accountable if material from submissions is obtained without the written consent of the contractor by parties other than H-GAC, at any time during the evaluation process.

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ARTICLE 4: INDEPENDENT CONTRACTOR

The execution of this Master Agreement and the rendering of services prescribed by this Master Agreement do not change the independent status of H-GAC or the Contractor. No provision of this Master Agreement or act of H-GAC in performance of the Master Agreement shall be construed as making the Contractor the agent, servant, or employee of H-GAC, the State of Texas, or the United States Government. Employees of the Contractor are subject to the exclusive control and supervision of the Contractor. The Contractor is solely responsible for employee related disputes and discrepancies, including employee payrolls and any claims arising therefrom.

ARTICLE 5: ANTI-COMPETITIVE BEHAVIOR

Contractor will not collude, in any manner, or engage in any practice which may restrict or eliminate competition or otherwise restrain trade.

ARTICLE 6: SUSPENSION AND DEBARMENT

Debarment and Suspension (Executive Orders 12549 and 12689) – A contract award (2 CFR 180.220) must not be made to parties listed on the government-wide exclusions in the System for Award Management (SAM), in accordance with the OMB guidelines at 2 CFR 180 that implement Executive Orders 12549 (3 CFR Part 1966 Comp. p. 189) and 12689 (3 CFR Part 1989 Comp. p. 235), "Debarment and Suspension." SAM Exclusions contains the names of parties debarred, suspended, or otherwise excluded by agencies, as well as parties declared ineligible under statutory or regulatory authority other than Executive Order 12549.

Pursuant to the Federal Rule above, Respondent certifies that neither it nor its principals are presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation by any federal department or agency or by the State of Texas and at all times during the term of the Contract neither it nor its principals will be debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation by any federal department or agency or by the State of Texas Respondent shall immediately provide the written notice to H-GAC if at any time the Respondent learns that this certification was erroneous when submitted or has become erroneous by reason of changed circumstances. H-GAC may rely upon a certification of the Respondent that the Respondent is not debarred, suspended, ineligible, or voluntarily excluded from the covered contract, unless the H-GAC knows the certification is erroneous.

ARTICLE 7: GOAL FOR CONTRACTING WITH SMALL AND MINORITY BUSINESSES, WOMEN'S BUSINESS ENTERPRISES, AND LABOR SURPLUS AREA FIRMS (if subcontracts are to be let)

H-GAC's goal is to assure that small and minority businesses, women's business enterprises, and labor surplus area firms are used when possible in providing services under a contract. In accordance with federal procurements requirements of 2 CFR §200.321, if subcontracts are to be let, the prime contractor must take the affirmative steps listed below:

1. Placing qualified small and minority businesses and women's business enterprises on solicitation lists;
2. Assuring that small and minority businesses and women's business enterprises are solicited whenever they are potential sources;
3. Dividing total requirements, when economically feasible, into smaller task or quantities to permit maximum participation by small and minority businesses, and women's business enterprises;
4. Establishing delivery schedules, where the requirement permits, which encourage participation by small and minority businesses, and women's business enterprises;
5. Using the services and assistance as appropriate, of such organizations as the Small Business Administration and the Minority Business Development Agency of the Department of Commerce.

Nothing in this provision will be construed to require the utilization of any firm that is either unqualified or unavailable. The Small Business Administration (SBA) is the primary reference and database for information on requirements related to Federal Subcontracting https://www.sba.gov/federal-contracting/contracting-guide/prime-subcontracting

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NOTE: The term DBE as used in this solicitation is understood to encompass all programs/business enterprises such as: Small Disadvantaged Business (SDB), Historically Underutilized Business (HUB), Minority Owned Business Enterprise (MBE), Women Owned Business Enterprise (WBE) and Disabled Veteran Business Enterprise (DVBE) or other designation as issued by a certifying agency.

Contractor agrees to work with and assist HGACBuy customer in meeting any DBE targets and goals, as may be required by any rules, processes, or programs they might have in place. Assistance may include compliance with reporting requirements, provision of documentation, consideration of Certified/Listed subcontractors, provision of documented evidence that an active participatory role for a DBE entity was considered in a procurement transaction, etc.

ARTICLE 8: SCOPE OF SERVICES

The services to be performed by the Contractor are outlined in an Attachment to this Agreement.

ARTICLE 9: PERFORMANCE PERIOD

This Master Agreement shall be performed during the period which begins 08/01/21 and ends 07/31/23. All services under this Master Agreement must be rendered within this performance period, unless directly specified under a written change or extension provisioned under Article 21, which shall be fully executed by both parties to this Master Agreement.

ARTICLE 10: PAYMENT OR FUNDING

Payment provisions under this Master Agreement are outlined in the Special Provisions. H-GAC will not pay for any expenses incurred prior to the execution date of a contract, or any expenses incurred after the termination date of the contract.

ARTICLE 11: PAYMENT FOR WORK

The H-GAC Customer is responsible for making payment to the Contractor upon delivery and acceptance of the goods or completion of the services and submission of the subsequent invoice.

ARTICLE 12: PAYMENT TERMS/PRE-PAYMENT/QUANTITY DISOUNTS

If discounts for accelerated payment, pre-payment, progress payment, or quantity discounts are offered, they must be clearly indicated in the Contractor's submission prior to contract award. The applicability or acceptance of these terms is at the discretion of the Customer.

ARTICLE 13: REPORTING REQUIREMENTS

If the Contractor fails to submit to H-GAC in a timely and satisfactory manner any report required by this Agreement, or otherwise fails to satisfactorily render performances hereunder, H-GAC may terminate this agreement with notice as identified in Article 29 of these General Provisions. H-GAC has final determination of the adequacy of performance and reporting by Contractor. Termination of this agreement for failure to perform may affect Contractor's ability to participate in future opportunities with H-GAC. The Contractor's failure to timely submit any report may also be considered cause for termination of this Agreement.

Any additional reporting requirements shall be set forth in the Special Provisions of this Agreement.

ARTICLE 14: INSURANCE

Contractor shall maintain insurance coverage for work performed or services rendered under this Master Agreement as outlined and defined in the attached Special Provisions.

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ARTICLE 15: SUBCONTRACTS AND ASSIGNMENTS

Except as may be set forth in the Special Provisions, the Contractor agrees not to assign, transfer, convey, sublet, or otherwise dispose of this Master Agreement or any right, title, obligation, or interest it may have therein to any third party without prior written approval of H-GAC, which will not be unreasonably withheld. The Contractor acknowledges that H-GAC is not liable to any subcontractor or assignee of the Contractor. The Contractor shall ensure that the performance rendered under all subcontracts shall result in compliance with all the terms and provisions of this Master Agreement as if the performance rendered was rendered by the Contractor. Contractor shall give all required notices, and comply with all laws and regulations applicable to furnishing and performance of the work. Except where otherwise expressly required by applicable law or regulation, H-GAC shall not be responsible for monitoring Contractor's compliance, or that of Contractor's subcontractors, with any laws or regulations.

ARTICLE 16: AUDIT

Notwithstanding any other audit requirement, H-GAC reserves the right to conduct or cause to be conducted an independent audit of any transaction under this Master Agreement, such audit may be performed by the H-GAC local government audit staff, a certified public accountant firm, or other auditors designated by H-GAC and will be conducted in accordance with applicable professional standards and practices. The Contractor understands and agrees that the Contractor shall be liable to the H-GAC for any findings that result in monetary obligations to H-GAC.

In no circumstances will Contractor be required to create or maintain documents not kept in the ordinary course of its business operations, nor will Contractor be required to disclose any information, including but not limited to product cost data, which it considers confidential or proprietary.

ARTICLE 17: TAX EXEMPT STATUS

H-GAC and Customer members are either units of government or qualified non-profit agencies, and are generally exempt from Federal and State sales, excise or use taxes. Respondent must not include taxes in its Response. It is the responsibility of Contractor to determine the applicability of any taxes to an order and act accordingly. Exemption certificates will be provided upon request.

ARTICLE 18: EXAMINATION OF RECORDS

The Contractor shall maintain during the course of the work complete and accurate records of all of the Contractor's invoices and pertinent documentation of items which are chargeable to H-GAC under this Master Agreement. H-GAC, through its staff or designated public accounting firm, the State of Texas, and United States Government, shall have the right at any reasonable time to inspect, copy and audit those pertinent records on or off the premises by authorized representatives of its own or any public accounting firm selected by H-GAC. The right of access to records is not limited to the required retention period, but shall last as long as the records are retained. Failure to provide access to records may be cause for termination of the Master Agreement.

The Contractor further agrees that the examination of records outlined in this article shall be included in all subcontractor or third-party agreements.

ARTICLE 19: RETENTION OF RECORDS

The Contractor and its subcontractors shall maintain all records pertinent to this Master Agreement, for a period of seven (7) years from the later of the date of acceptance of the final payment or until all audit findings have been resolved. If any litigation, claim, negotiation, audit, or other action involving the records has been started before the expiration of the retention period, the records shall be retained until completion of the action and resolution of all issues which arise from it, or until the end of the seven (7) years, whichever is later, and until any outstanding litigation, audit, or claim has been fully resolved.

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ARTICLE 20: DISTRIBUTORS, VENDORS, RESELLERS

Contractor agrees and acknowledges that any such designations of distributors, vendors, resellers or the like are for the convenience of the Contractor only and the awarded Contractor will remain responsible and liable for all obligations under the Contract and the performance of any designated distributor, vendor, reseller, etc. Contractor is also responsible for receiving and processing any Customer purchase order in accordance with the Contract and forwarding of the Purchase Order to the designated distributor, vendor, reseller, etc. to complete the sale or service. H-GAC reserves the right to reject any entity acting on the Contractor's behalf or refuse to add entities after a contract is awarded.

ARTICLE 21: CHANGE ORDERS AND AMENDMENTS

A. Any alterations, additions, or deletions to the terms of this Master Agreement, which are required by changes in federal or state law or by regulations, are automatically incorporated without written amendment hereto, and shall become effective on the date designated by such law or by regulation.

B. To ensure the legal and effective performance of this Master Agreement, both parties agree that any amendment that affects the performance under this Master Agreement must be mutually agreed upon and that all such amendments must be in writing. After a period of no less than 30 days subsequent to written notice, unless sooner implementation is required by law, such amendments shall have the effect of qualifying the terms of this Master Agreement and shall be binding upon the parties as if written herein.

C. Customers have the right to issue a change order to any purchase orders issued to the Contractor for the purposes of clarification or inclusion of additional specifications, qualifications, conditions, etc. The change order must be in writing and agreed upon by Contractor and the Customer agency prior to issuance of any Change Order. A copy of the Change Order must be provided by the Contractor to, and acknowledged by, H-GAC.

ARTICLE 22: CONTRACT ITEM CHANGES

A. If a manufacturer discontinues a contracted item, that item will automatically be considered deleted from the contract with no penalty to Contractor. However, H-GAC may at its sole discretion elect to make a contract award to the next lowest Respondent for the item, or take any other action deemed by H-GAC, at its sole discretion, to be in the best interests of its Customers.

B. If a manufacturer makes any kind of change in a contracted item which affects the contract price, Contractor must advise H-GAC of the details. H-GAC may allow or reject the change at its sole discretion. If the change is rejected, H-GAC will remove the item from its program and there will be no penalty to Contractor. However, H-GAC may at its sole discretion elect to make a contract award to the next lowest Respondent for the item, or take any other action deemed by H-GAC, at its sole discretion, to be in the best interests of its Customers.

C. If a manufacturer makes any change in a contracted item which does not affect the contract price, Contractor shall advise H-GAC of the details. If the 'new' item is equal to or better than the originally contracted item, the 'new' item shall be approved as a replacement. If the change is rejected H-GAC will remove the item from its program and there will be no penalty to Contractor. However, H-GAC may at its sole discretion elect to make a contract award to the next lowest Respondent for the item or may take any other action deemed by H-GAC at its sole discretion, to be in the best interests of its Customers.

D. In the case of specifically identified catalogs or price sheets which have been contracted as base bid items or as published options, routine published changes to products and pricing will be automatically incorporated into the contract. However, Contractor must still provide thirty (30) calendar days written

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notice and an explanation of the changes to products and pricing. H-GAC will respond with written approval.

ARTICLE 23: CONTRACT PRICE ADJUSTMENTS

Price Decreases
If Contractor's Direct Cost decreases at any time during the full term of this award, Contractor must immediately pass the decrease on to H-GAC and lower its prices by the amount of the decrease in Direct Cost. (Direct Cost means Contractor's cost from the manufacturer of any item or if Contractor is the manufacturer, the cost of raw materials required to manufacture the item, plus costs of transportation from manufacturer to Contractor and Contractor to H-GAC. Contractor must notify H-GAC of price decreases in the same way as for price increases set out below. The price decrease shall become effective upon H-GAC's receipt of Contractor's notice. If Contractor routinely offers discounted contract pricing, H-GAC may request Contractor accept amended contract pricing equivalent to the routinely discounted pricing

Price Increases
Contractors may request a price increase for items priced as Base Bid items and Published Options after twelve (12) months from the bid opening date of the bid received by H-GAC. The amount of any increase will not exceed actual documented increase in Contractor's Direct Cost and will not exceed 10% of the previous bid price. Considerations on the percentage limit will be given if the price increase is the result of increased tariff charges, or other economic factors.

Price Changes
Any permanent increase or decrease in offered pricing for a base contract item or published option is considered a price change. Temporary increases in pricing by whatever name (e.g. 'surcharge', 'adjustment', 'equalization charge', 'compliance charge', 'recovery charge', etc.), are also considered to be price changes. For published catalogs and price sheets as part of an H-GAC contract, requests to amend the contract to reflect any new published catalog or price sheet must be submitted whenever the manufacturer publishes a new document. The request must include the new catalog or price sheet.

All Products shall, at time of sale, be equipped as required under any then current applicable local, state, and federal government requirements. If, during the course of any contract, changes are made to any government requirements which cause a manufacturer's costs of production to increase, Contractor may increase pricing to the extent of Contractor's actual cost increase. The increase must be substantiated with support documentation acceptable to H-GAC prior to taking effect. Modifications to a Product required to comply with such requirements which become effective after the date of any sale are the responsibility of the Customer.

Requesting Price Increase/Required Documentation
Contractor must submit a written notification at least thirty (30) calendar days prior to the requested effective date of the change, setting the amount of the increase, along with an itemized list of any increased prices, showing the Contractor's current price, revised price, the actual dollar difference and the percentage of the price increase by line item. Price change requests must include H-GAC Forms D Offered Item Pricing and E Options Pricing, or the documentation used to submit pricing in the original Response and be supported with substantive documentation (e.g. manufacturer's price increase notices, copies of invoices from suppliers, etc.) clearly showing that Contractor's actual costs have increased per the applicable line-item bid. The Producer Price Index (PPI) may be used as partial justification, subject to approval by H-GAC, but no price increase based solely on an increase in the PPI will be allowed. This documentation should be submitted in Excel format to facilitate analysis and updating of the website. The letter and documentation must be sent to the Bids and Specifications manager, William Burton, at William.Burton@h-gac.com

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Review/Approval of Requests
If H-GAC approves the price increase, Contractor will be notified in writing; no price increase will be effective until Contractor receives this notice. If H-GAC does not approve Contractor's price increase, Contractor may terminate its performance upon sixty (60) days advance written notice to H-GAC, however Contractor must fulfill any outstanding Purchase Orders. Termination of performance is Contractor's only remedy if H-GAC does not approve the price increase. H-GAC reserves the right to accept or reject any price change request.

ARTICLE 24: DELIVERIES AND SHIPPING TERMS

The Contractor agrees to make deliveries only upon receipt of authorized Customer Purchase Order acknowledged by H-GAC. Delivery made without such Purchase Order will be at Contractor's risk and will leave H-GAC the option of canceling any contract awarded to the Contractor. The Contractor must secure and deliver any item within five (5) working days, or as agreed to on any corresponding customer Purchase Order.

Shipping must be Freight On Board Destination to the delivery location designated on the Customer purchase order. The Contractor will retain title and control of all goods until delivery is completed and the Customer has accepted the delivery. All risk of transportation and all related charges are the responsibility of the Contractor. The Customer will notify the Contractor and H-GAC promptly of any damaged goods and will assist the Contractor in arranging for inspection. The Contractor must file all claims for visible or concealed damage. Unless otherwise stated in the Master Agreement, deliveries must consist only of new and unused merchandise.

ARTICLE 25: RESTOCKING (EXCHANGES AND RETURNS)

There will be no restocking charge to the Customer for return or exchange of any item purchased under the terms of any award. If the Customer wishes to return items purchased under an awarded contract, the Contractor agrees to exchange, these items for other items, with no additional charge incurred. Items must be returned to Contractor within thirty (30) days from date of delivery. If there is a difference in price in the items exchanged, the Contractor must notify H-GAC and invoice Customer for increase price or provide the Customer with a credit or refund for any decrease in price per Customer's preference. On items returned, a credit or cash refund will be issued by the Contractor to Customer. This return and exchange option will extend for thirty (30) days following the expiration of the term of the Contract. All items returned by the Customer must be unused and in the same merchantable condition as when received. Items that are special ordered may be returned only upon approval of the Contractor.

ARTICLE 26: MANUALS

Each product delivered under contract to any Customer must be delivered with at least one (1) copy of a safety and operating manual and any other technical or maintenance manual. The cost of the manual(s) must be included in the price for the Product offered.

ARTICLE 27: OUT OF STOCK, PRODUCT RECALLS, AND DISCONTINUED PRODUCTS

H-GAC does NOT purchase the products sold pursuant to a Solicitation or Master Agreement. Contractor is responsible for ensuring that notices and mailings, such as Out of Stock or Discontinued Notices, Safety Alerts, Safety Recall Notices, and customer surveys, are sent directly to the Customer with a copy sent to H-GAC. Customer will have the option of accepting any equivalent product or canceling the item from Customer's Purchase Order. Contractor is not authorized to make substitutions without prior Customer approval.

ARTICLE 28: WARRANTIES, SALES, AND SERVICE

Warranties must be the manufacturer's standard and inclusive of any other warranty requirements stated in the Master Agreement; any warranties offered by a dealer will be in addition to the manufacturer's standard warranty and will not be a substitute for such. Pricing for any product must be inclusive of the standard warranty.

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Contractor is responsible for the execution and effectiveness of all product warranty requests and any claims, Contractor agrees to respond directly to correct warranty claims and to ensure reconciliation of warranty claims that have been assigned to a third party.

ARTICLE 29: TERMINATION PROCEDURES

The Contractor acknowledges that this Master Agreement may be terminated for Convenience or Default. H-GAC will not pay for any expenses incurred after the termination date of the contract.

A. *Convenience*

H-GAC may terminate this Master Agreement at any time, in whole or in part, with or without cause, whenever H-GAC determines that for any reason such termination is in the best interest of H-GAC, by providing thirty (30) days written notice by certified mail to the Contractor. Upon receipt of notice of termination, all services hereunder of the Contractor and its employees and subcontractors shall cease to the extent specified in the notice of termination.

The Contractor may cancel or terminate this Master Agreement upon submission of thirty (30) days written notice, presented to H-GAC via certified mail. The Contractor may not give notice of cancellation after it has received notice of default from H-GAC.

B. *Default*

H-GAC may, by written notice of default to the Contractor, terminate the whole or any part of the Master Agreement, in any one of the following circumstances:

(1) If the Contractor fails to perform the services herein specified within the time specified herein or any extension thereof; or

(2) If the Contractor fails to perform any of the other provisions of this Agreement for any reason whatsoever, or so fails to make progress or otherwise violates the Agreements that completion of services herein specified within the Agreement term is significantly endangered, and in either of these two instances does not cure such failure within a period of fifteen (15) days (or such longer period of time as may be authorized by H-GAC in writing) after receiving written notice by certified mail of default from H-GAC.

(3) In the event of such termination, Contractor will notify H-GAC of any outstanding Purchase Orders and H-GAC will consult with the End User and notify the Contractor to what extent the End User wishes the Contractor to complete the Purchase Order. If Contractor is unable to do so, Contractor may be subject to a claim for damages from H-GAC and/or the End User.

ARTICLE 30: SEVERABILITY

H-GAC and Contractor agree that should any provision of this Master Agreement be determined to be invalid or unenforceable, such determination shall not affect any other term of this Master Agreement, which shall continue in full force and effect.

ARTICLE 31: FORCE MAJEURE

To the extent that either party to this Master Agreement shall be wholly or partially prevented from the performance of any obligation or duty placed on such party by reason of or through strikes, stoppage of labor, riot, fire, flood, acts of war, insurrection, accident, order of any court, act of God, or specific cause reasonably beyond the party's control and not attributable to its neglect or nonfeasance, in such event, the time for the performance of such obligation or duty shall be suspended until such disability to perform is removed. The party affected by the Force Majeure will notify the other within fifteen (15) days. Determination of force majeure shall rest solely with H-GAC.

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ARTICLE 32: CONFLICT OF INTEREST

No officer, member or employee of the Contractor or Contractors subcontractor, no member of the governing body of the Contractor, and no other public officials of the Contractor who exercise any functions or responsibilities in the review or Contractor approval of this Master Agreement, shall participate in any decision relating to this Master Agreement which affects his or her personal interest, or shall have any personal or pecuniary interest, direct or indirect, in this Master Agreement.

A. **Conflict of Interest Questionnaire:** Chapter 176 of the Texas Local Government Code requires contractors contracting or seeking to contract with H-GAC to file a conflict-of-interest questionnaire (CIQ) if they have an employment or other business relationship with an H-GAC officer or an officer's close family member. The required questionnaire and instructions are located on the H-GAC website or at the Texas Ethics Commission website https://www.ethics.state.tx.us/forms/CIQ.pdf. H-GAC officers include its Board of Directors and Executive Director, who are listed on this website. Respondent must complete and file a CIQ with the Texas Ethics Commission if an employment or business relationship with H-GAC office or an officer's close family member as defined in the law exists.

B. **Certificate of Interested Parties Form – Form 1295:** As required by Section 2252.908 of the Texas Government Code. H-GAC will not enter a Contract with Contractor unless (i) the Contractor submits a disclosure of interested parties form to H-GAC at the time the Contractor submits the contract H-GAC, or (ii) the Contractor is exempt from such requirement. The required form and instructions are located at the Texas Ethics Commission website https://www.ethics.state.tx.us/whatsnew/elf_info_form1295.htm. Respondents who are awarded a Contract must submit their Form 1295 with the signed Contract to H-GAC.

ARTICLE 33: FEDERAL COMPLIANCE

Contractor agrees to comply with all applicable federal statutes relating to nondiscrimination, labor standards, and environmental compliance. With regards to "Rights to Inventions Made Under a Contract or Master Agreement," If the Federal award meets the definition of "funding Master Agreement" under 37 CFR § 401.2 (a) and the recipient or subrecipient wishes to enter into a contract with a small business firm or nonprofit organization regarding the substitution of parties, assignment or performance of experimental, developmental, or research work under that "funding Master Agreement," the recipient or subrecipient must comply with the requirements of 37 CFR Part 401, "Rights to Inventions Made by Nonprofit Organizations and Small Business Firms Under Government Grants, Contracts and Cooperative Master Agreements," and any implementing regulations issued by the awarding agency. Contractor agrees to be wholly compliant with the provisions of 2 CFR 200, Appendix II. Additionally, for work to be performed under the Master Agreement or subcontract thereof, including procurement of materials or leases of equipment, Contractor shall notify each potential subcontractor or supplier of the Contractor's federal compliance obligations. These may include, but are not limited to: (a) Title VI of the Civil Rights Act of 1964 (P.L. 88-352) which prohibits discrimination on the basis of race, color or national origin; (b) Title IX of the Education Amendments of 1972, as amended (20 U.S.C. §§ 1681-1683, and 1685-1686), which prohibits discrimination on the basis of sex; (c) the Fair Labor Standards Act of 1938 (29 USC 676 et. seq.), (d) Section 504 of the Rehabilitation Act of 1973, as amended (29 U.S.C. § 794), which prohibits discrimination on the basis of handicaps and the Americans with Disabilities Act of 1990; (e) the Age Discrimination in Employment Act of 1967 (29 USC 621 et. seq.) and the Age Discrimination Act of 1974, as amended (42 U.S.C. §§ 6101-6107), which prohibits discrimination on the basis of age; (f) the Drug Abuse Office and Treatment Act of 1972 (P.L. 92-255), as amended, relating to nondiscrimination on the basis of drug abuse; (g) the Comprehensive Alcohol Abuse and Alcoholism Prevention, Treatment and Rehabilitation Act of 1970 (P.L. 91-616), as amended, relating to the nondiscrimination on the basis of alcohol abuse or alcoholism; (h) §§ 523 and 527 of the Public Health Service Act of 1912 (42 U.S.C. 290 dd-3 and 290 ee-3), as amended, relating to confidentiality of alcohol and drug abuse patient records; (i) Title VIII of the Civil Rights Act of 1968 (42 U.S.C. § 3601 et seq.), as amended, relating to nondiscrimination in the sale, rental or financing of housing; (j) any other nondiscrimination provisions in any specific statute(s) applicable to any Federal funding for this Master Agreement; (k) the requirements of any other nondiscrimination statute(s) which may apply to this Master

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Agreement; (l) applicable provisions of the Clean Air Act (42 U.S.C. §7401 et seq.), the Federal Water Pollution Control Act, as amended (33 U.S.C. §1251 et seq.), Section 508 of the Clean Water Act (33 U.S.C. 1368), Executive Order 11738, and the Environmental Protection Agency regulations at 40 CPR Part 15; (m) applicable provisions of the Davis- Bacon Act (40 U.S.C. 276a - 276a-7), the Copeland Act (40 U.S.C. 276c), and the Contract Work Hours and Safety Standards Act (40 U.S.C. 327-332), as set forth in Department of Labor Regulations at 20 CPR 5.5a; (n) the mandatory standards and policies relating to energy efficiency which are contained in the state energy conservation plan issued in compliance with the Energy Policy and Conservation Act (P.L. 94-163).

ARTICLE 34: PROHIBITION ON CONTRACTING WITH ENTITIES USING CERTAIN TELECOMMUNICATIONS AND VIDEO SURVEILLANCE EQUIPMENT (EFFECTIVE AUG. 13, 2020 AND AS AMENDED OCTOBER 26, 2020)

Pursuant to 2 CFR 200.216, Contractor shall not offer equipment, services, or system that use covered telecommunications equipment or services as a substantial or essential component of any system, or as critical technology as part of any system. Covered telecommunications equipment or services means 1) telecommunications equipment produced by Huawei Technologies Company or ZTE Corporation (or any subsidiary or affiliate of such entities); 2) for the purpose of public safety, security of government facilities, physical security surveillance of critical infrastructure, and other national security purposes, video surveillance and telecommunications equipment produced by Hytera Communications Corporation, Hangzhou Hikvision Digital Technology Company, or Dahua Technology Company (or any subsidiary or affiliate of such entities); 3) telecommunications or video surveillance services provided by such entities or using such equipment; or 4) telecommunications or video surveillance equipment or services produced or provided by an entity that the Secretary of Defense, in consultation with the Director of National Intelligence or the Director of the Federal Bureau of Investigation, reasonably believes to be an entity owned or controlled by, or otherwise connected to, the government of a covered foreign country. Respondent must comply with requirements for certifications. The provision at 48 C.F.R Section 52.204-26 requires that offerors review SAM prior to completing their required representations. This rule applies to all acquisitions, including acquisitions at or below the simplified acquisition threshold and to acquisitions of commercial items, including commercially available off the-shelf items.

ARTICLE 35: DOMESTIC PREFERENCE

In accordance with 2 CFR 200.322, as appropriate and to the extent consistent with law, when using federal grant award funds H-GAC should, to the greatest extent practicable, provide a preference for the purchase, acquisition, or use of goods, products, or materials produced in the United States (including but not limited to iron, aluminum, steel, cement, and other manufactured products). H-GAC must include this requirement in all subawards including all contracts and purchase orders for work or products under the federal grant award. If Contractor intends to qualify for Purchase Orders using federal grant money, then it shall work with H-GAC to provide all required certifications and other documentation needed to show compliance.

ARTICLE 36: CRIMINAL PROVISIONS AND SANCTIONS

The Contractor agrees to perform the Master Agreement in conformance with safeguards against fraud and abuse as set forth by the H-GAC, the State of Texas, and the acts and regulations of any related state or federal agency. The Contractor agrees to promptly notify H-GAC of any actual or suspected fraud, abuse, or other criminal activity through the filing of a written report within twenty-four (24) hours of knowledge thereof. Contractor shall notify H-GAC of any serious accident or incident requiring medical attention arising from its activities under this Master Agreement within twenty-four (24) hours of such occurrence. Theft or willful damage to property on loan to the Contractor from H-GAC, if any, shall be reported to local law enforcement agencies and H-GAC within two (2) hours of discovery of any such act.

The Contractor further agrees to cooperate fully with H-GAC, local law enforcement agencies, the State of Texas, the Federal Bureau of Investigation, and any other duly authorized investigative unit, in carrying out a full investigation of all such incidents.

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The Contractor shall notify H-GAC of the threat of lawsuit or of any actual suit filed against the Contractor pertaining to this Master Agreement or which would adversely affect the Contractor's ability to perform services under this Master Agreement.

ARTICLE 37: INDEMNIFICATION AND RECOVERY

H-GAC's liability under this Master Agreement, whether for breach of contract, warranty, negligence, strict liability, in tort or otherwise, is limited to its order processing charge. In no event will H-GAC be liable for any loss of use, loss of time, inconvenience, commercial loss, lost profits, or savings or other incidental, special or consequential damages to the full extent such use may be disclaimed by law. Contractor agrees, to the extent permitted by law, to defend and hold harmless H-GAC, its board members, officers, agents, officials, employees, and indemnities from any and all claims, costs, expenses (including reasonable attorney fees), actions, causes of action, judgements, and liens arising as a result of Contractor's negligent act or omission under this Master Agreement. Contractor shall notify H-GAC of the threat of lawsuit or of any actual suit filed against Contractor relating to this Master Agreement.

ARTICLE 38: LIMITATION OF CONTRACTOR'S LIABILITY

Except as specified in any separate writing between the Contractor and an END USER, Contractor's total liability under this Master Agreement, whether for breach of contract, warranty, negligence, strict liability, in tort or otherwise, but excluding its obligation to indemnify H-GAC, is limited to the price of the particular products/services sold hereunder, and Contractor agrees either to refund the purchase price or to repair or replace product(s) that are not as warranted. In no event will Contractor be liable for any loss of use, loss of time, inconvenience, commercial loss, loss of profits or savings or other incidental, special, or consequential damages to the full extent such use may be disclaimed by law. Contractor understands and agrees that it shall be liable to repay and shall repay upon demand to END USER any amounts determined by H-GAC, its independent auditors, or any agency of State or Federal government to have been paid in violation of the terms of this Master Agreement.

ARTICLE 39: TITLES NOT RESTRICTIVE

The titles assigned to the various Articles of this Master Agreement are for convenience only. Titles shall not be considered restrictive of the subject matter of any Article, or part of this Master Agreement.

ARTICLE 40: JOINT WORK PRODUCT

This Master Agreement is the joint work product of H-GAC and the Contractor. This Master Agreement has been negotiated by H-GAC and the Contractor and their respective counsel and shall be fairly interpreted in accordance with its terms and, in the event of any ambiguities, no inferences shall be drawn against any party.

ARTICLE 41: PROCUREMENT OF RECOVERED MATERIAL

H-GAC and the Respondent must comply with section 6002 of the Solid Waste Disposal Act, as amended by the Resource Conservation and Recovery Act. The requirements of Section 6002 include: (1) procuring only items designated in guidelines of the Environmental Protection Agency (EPA) at 40 CFR part 247 that contain the highest percentage of recovered materials practicable, consistent with maintaining a satisfactory level of competition, where the purchase price of the item exceeds $10,000 or the value of the quantity acquired during the preceding fiscal year exceeded $10,000; (2) procuring solid waste management services in a manner that maximizes energy and resource recovery; and (3) establishing an affirmative procurement program for procurement of recovered materials identified in the EPA guidelines. Pursuant to the Federal Rule above, as required by the Resource Conservation and Recovery Act of 1976 (42 U.S.C. § 6962(c)(3)(A)(i)), Respondent certifies that the percentage of recovered materials content for EPA-designated items to be delivered or used in the performance of the Contract will be at least the amount required by the applicable contract specifications or other contractual requirements.

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ARTICLE 42: COPELAND "ANTI-KICKBACK" ACT

Contractor shall comply with 18 U.S.C. § 874, 40 U.S.C. § 3145, and the requirements of 29 C.F.R. pt. 3 as may be applicable, which are incorporated by reference into the contract. The contractor or subcontractor shall insert in any subcontracts the clause above and such other clauses as appropriate agency instructions require, and also a clause requiring the subcontractors to include these clauses in any lower tier subcontracts. The prime contractor shall be responsible for the compliance by any subcontractor or lower tier subcontractor with all of these contract clauses. A breach of the contract clauses above may be grounds for termination of the Contract, and for debarment as a contractor and subcontractor as provided in 29 C.F.R. § 5.12.

ARTICLE 43: DISCRIMINATION

Respondent and any potential subcontractors shall comply with all Federal statutes relating to nondiscrimination. These include, but are not limited to:

a) Title VI of the Civil Rights Act of 1964 (P.L. 88-352), which prohibits discrimination on the basis of race, color, or national origin;
b) Title IX of the Education Amendments of 1972, as amended (20 U.S.C. §§1681-1683, and 1685-1686), which prohibits discrimination on the basis of sex;
c) Section 504 of the Rehabilitation Act of 1973, as amended (29 U.S.C. §794), which prohibits discrimination on the basis of handicaps;
d) The Age Discrimination Act of 1975, as amended (42 U.S.C. §§6101- 6107), which prohibits discrimination on the basis of age;
e) The Drug Abuse Office and Treatment Act of 1972 (P.L. 92-255), as amended, relating to nondiscrimination on the basis of drug abuse;
f) The Comprehensive Alcohol Abuse and Alcoholism Prevention, Treatment and Rehabilitation Act of 1970 (P.L. 91-616), as amended, relating to nondiscrimination on the basis of alcohol abuse or alcoholism;
g) Sections 523 and 527 of the Public Health Service Act of 1912 (42 U.S.C. §§290 dd-3 and 290 ee-3), as amended, relating to confidentiality of alcohol and drug abuse patient records;
h) Title VIII of the Civil Rights Act of 1968 (42 U.S.C. §§3601 et seq.), as amended, relating to nondiscrimination in the sale, rental, or financing of housing;
i) Any other nondiscrimination provisions in the specific statute(s) under which application for Federal assistance is being made; and
j) The requirements of any other nondiscrimination statute(s) that may apply to the application.

ARTICLE 44: DRUG FREE WORKPLACE

Contractor must provide a drug-free workplace in accordance with the Drug-Free Workplace Act, as applicable. For the purposes of this Section, "drug-free" means a worksite at which employees are prohibited from engaging in the unlawful manufacture, distribution, dispensation, possession, or use of a controlled substance. H-GAC may request a copy of this policy.

ARTICLE 45: APPLICABILITY TO SUBCONTRACTORS

Respondent agrees that all contracts it awards pursuant to the contract awarded as a result of this Master Agreement will be bound by the foregoing terms and conditions.

ARTICLE 46: WARRANTY AND COPYRIGHT

Submissions must include all warranty information, including items covered, items excluded, duration, and renewability. Submissions must include proof of licensing if using third party code for programming.

ARTICLE 47: DATA HANDLING AND SECURITY

Unless otherwise agreed upon between Contractor and the End User, it will always be the responsibility of the selected Contractor to manage data transfer and to secure all data appropriately during the project to prevent

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unauthorized access to all data, products, and deliverables.

ARTICLE 48: DISPUTES

All disputes concerning questions of fact or of law arising under this Master Agreement, which are not addressed within the Whole Master Agreement as defined pursuant to Article 4 hereof, shall be decided by the Executive Director of H-GAC or his designee, who shall reduce his decision to writing and provide notice thereof to the Contractor. The decision of the Executive Director or his designee shall be final and conclusive unless, within thirty (30) days from the date of receipt of such notice, the Contractor requests a rehearing from the Executive Director of H-GAC. In connection with any rehearing under this Article, the Contractor shall be afforded an opportunity to be heard and offer evidence in support of its position. The decision of the Executive Director after any such rehearing shall be final and conclusive. The Contractor may, if it elects to do so, appeal the final and conclusive decision of the Executive Director to a court of competent jurisdiction. Pending final decision of a dispute hereunder, the Contractor shall proceed diligently with the performance of the Master Agreement and in accordance with H-GAC's final decision.

ARTICLE 49: CHOICE OF LAW: VENUE

This Master Agreement shall be governed by the laws of the State of Texas. Venue and jurisdiction of any suit or cause of action arising under or in connection with the Master Agreement shall lie exclusively in Harris County, Texas. Disputes between END USER and Contractor are to be resolved in accordance with the law and venue rules of the state of purchase. Contractor shall immediately notify H-GAC of such disputes.

ARTICLE 50: ORDER OF PRIORITY

In the case of any conflict between or within this Master Agreement, the following order of priority shall be utilized: 1) General Provisions, 2) Special Provisions, 3) Scope of Work, and 4) Other Attachments.

ARTICLE 51: WHOLE MASTER AGREEMENT

Please note, this is an H-GAC Master Agreement template and is used for all products and services offered in H-GAC Cooperative Purchasing. Any redlines to this Master Agreement may not be reviewed. If this Master Agreement has not been signed by the Contractor within 30 calendar days, this Master Agreement will be automatically voided. The Master General Provisions, Master Special Provisions, and Attachments, as provided herein, constitute the complete Master Agreement between the parties hereto, and supersede any and all oral and written Master Agreements between the parties relating to matters herein. Except as otherwise provided herein, this Master Agreement cannot be modified without written consent of the parties.

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SIGNATURES:
H-GAC and the Contractor have read, agreed, and executed the whole Master Agreement as of the date first written above, as accepted by:

Motorola Solutions, Inc.		**H-GAC**	
Signature	DocuSigned by: Neil Thomas 5735C8DA453B4A1...	Signature	DocuSigned by: 82EC270D5D61423...
Name	Neil Thomas	Name	Chuck Wemple
Title	Vice President, Western Region	Title	Executive Director
Date	9/28/2021	Date	9/27/2021

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MOTOROLA SPECIAL PROVISIONS

Please note, this is an H-GAC Master Agreement template and is used for all products and services offered in H-GAC Cooperative Purchasing. Any redlines to this Master Agreement may not be reviewed. Incorporated by attachment, as part of the whole Master Agreement, H-GAC and the Contractor do, hereby agree to the Master Special Provisions as follows:

ARTICLE 1: BIDS/PROPOSALS INCORPORATED

In addition to the whole Master Agreement, the following documents listed in order of priority are incorporated into the Master Agreement by reference: Bid/Proposal Specifications and Contractor's Response to the Bid/Proposal.

ARTICLE 2: END USER AGREEMENTS ("EUA")

H-GAC acknowledges that the END USER may choose to enter into an End User Master Agreement (EUA) with the Contractor through this Master Agreement, and that the term of the EUA may exceed the term of the current H-GAC Master Agreement. H-GAC's acknowledgement is not an endorsement or approval of the End User Master Agreement's terms and conditions. Contractor agrees not to offer, agree to or accept from the END USER, any terms or conditions that conflict with those in Contractor's Master Agreement with H-GAC. Contractor affirms that termination of its Master Agreement with H-GAC for any reason shall not result in the termination of any underlying EUA, which shall in each instance, continue pursuant to the EUA's stated terms and duration. Pursuant to the terms of this Master Agreement, termination of this Master Agreement will disallow the Contractor from entering into any new EUA with END USERS. Applicable H-GAC order processing charges will be due and payable to H-GAC on any EUAs, surviving termination of this Master Agreement between H-GAC and Contractor.

ARTICLE 3: MOST FAVORED CUSTOMER CLAUSE

Contractor shall provide its most favorable pricing and terms to H-GAC. If at any time during this Master Agreement, Contractor develops a regularly followed standard procedure of entering into Master Agreements with other governmental customers within the State of Texas, and offers the same or substantially the same products/services offered to H-GAC on a basis that provides prices, warranties, benefits, and or terms more favorable than those provided to H-GAC, Contractor shall notify H-GAC within ten (10) business days thereafter, and this Master Agreement shall be deemed to be automatically retroactively amended, to the effective date of Contractor's most favorable past Master Agreement with another entity. Contractor shall provide the same prices, warranties, benefits, or terms to H-GAC and its END USER as provided in its most favorable past Master Agreement. H-GAC shall have the right and option at any time to decline to accept any such change, in which case the amendment shall be deemed null and void. If Contractor claims that a more favorable price, warranty, benefit, or term that was charged or offered to another entity during the term of this Master Agreement, does not constitute more favorable treatment, than Contractor shall, within ten (10) business days, notify H-GAC in writing, setting forth the detailed reasons Contractor believes the aforesaid offer is not in fact most favored treatment. H-GAC, after due consideration of Contractor's written explanation, may decline to accept such explanation and thereupon this Master Agreement between H-GAC and Contractor shall be automatically amended, effective retroactively, to the effective date of the most favored Master Agreement, to

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provide the same prices, warranties, benefits, or terms to H-GAC and the END USER. This clause shall not be applicable to prices and price adjustments offered by a bidder, proposer, or contractor, which are not within bidder's/proposer's control [example; a manufacturer's bid concession], or to any prices offered to the Federal Government and its agencies

EXCEPTION: *This clause shall not be applicable to the sale of large communications systems (one million dollars ($1,000,000.00) and above). The term "Communication Systems" shall refer to a project that includes the sale of infrastructure hardware and/or software, user devices, and Contractor engineering and installation service. The contract for a "Communication System" will always have a Statement of Work and an Acceptance Test Plan. This clause shall also not be applicable to pre-existing contracts Contractor has in the State of Texas. The term "pre-existing" shall refer to contracts in existence as of the effective date of this Agreement.*

ARTICLE 4: PARTY LIABILITY

Contractor's total liability under this Master Agreement, whether for breach of contract, warranty, negligence, strict liability, in tort or otherwise, is limited to the price of the particular products/services sold hereunder. Contractor agrees either to refund the purchase price or to repair or replace product(s) that are not as warranted. Contractor accepts liability to repay, and shall repay upon demand to END USER, any amounts determined by H-GAC, its independent auditors, or any state or federal agency, to have been paid in violation of the terms of this Master Agreement.

ARTICLE 5: GOVERNING LAW & VENUE

Contractor and H-GAC agree that Contractor will make every reasonable effort to resolve disputes with the END USER in accord with the law and venue rules of the state of purchase. Contractor shall immediately notify H-GAC of such disputes.

ARTICLE 6: SALES AND ORDER PROCESSING CHARGE

Contractor shall sell its products to END USERS based on the pricing and terms of this Master Agreement. H-GAC will invoice Contractor for the applicable order processing charge, which is listed and detailed in the attached "Addendum A" to this contract, when H-GAC receives notification of an END USER order. Contractor shall remit to H-GAC the full amount of the applicable order processing charge, after delivery of any product or service and subsequent END USER acceptance. Payment of the Order Processing Charge shall be remitted from Contractor to H-GAC, within thirty (30) calendar days or ten (10) business days after receipt of an END USER's payment, whichever comes first, notwithstanding Contractor's receipt of invoice. For sales made by Contractor based on this Master Agreement, including sales to entities without Interlocal Master Agreements, Contractor shall pay the applicable order processing charges to H-GAC. Further, Contractor agrees to encourage entities who are not members of H-GAC's Cooperative Purchasing Program to execute an H-GAC Interlocal Master Agreement. H-GAC reserves the right to take appropriate actions including, but not limited to, Master Agreement termination if Contractor fails to promptly remit the appropriate order processing charge to H-GAC. In no event shall H-GAC have any liability to Contractor for any goods or services an END USER procures from Contractor. At all times, Contractor shall remain liable to pay to H-GAC any order processing charges on any portion of the Master Agreement actually performed, and for which compensation was received by Contractor.

ARTICLE 7: LIQUIDATED DAMAGES

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Any liquidated damage terms will be determined between Contractor and END USER at the time an END USER purchase order is placed.

ARTICLE 8: INSURANCE

Unless otherwise stipulated in Section B of the Bid/Proposal Specifications, Contractor must have the following insurance and coverage:

a. General liability insurance with a Single Occurrence limit of $1,000,000.00, and a General Aggregate limit of two times the Single Occurrence limit, including:
    i. Product liability insurance with a Single Occurrence limit of $1,000,000.00, and a General Aggregate limit of two times the Single Occurrence limit for all Products except Automotive Fire Apparatus. For Automotive Fire Apparatus, see Section B of the Bid/Proposal Specifications.
b. Property Damage or Destruction insurance is required for coverage of End User owned equipment while in Contractor's possession, custody, or control. The Single Occurrence limit is $500,000.00 and the General Aggregate limit must be two times the Single Occurrence limit. This insurance may be carried in several ways, e.g. under an Inland Marine policy, as art of Automobile coverage, or under a Garage Keepers policy. In any event, this coverage must be specifically and clearly listed on insurance certificate(s) submitted to H-GAC.
c. Insurance coverage shall be in effect for the length of any contract made pursuant to the Bid/Proposal, and for any extensions thereof, plus the number of days/months required to deliver any outstanding order after the close of the contract period.
d. PDF Insurance Certificates must be furnished to H-GAC after contract execution and at policy renewal during term of contract, showing Contractor as the insured and showing coverage and limits for the insurances listed above.
e. If any Product(s) or Service(s) will be provided by parties other than Contractor, all such parties are required to carry the insurance coverages specified herein, and if requested by H-GAC, a separate insurance certificate must be submitted for each such party.
f. H-GAC reserves the right to contact insurance underwriters to confirm policy and certificate issuance and document accuracy.

ARTICLE 9: PERFORMANCE AND PAYMENT BONDS FOR INDIVIDUAL ORDERS

H-GAC's contractual requirements DO NOT include a Performance & Payment Bond (PPB); therefore, Contractor shall offer pricing that reflects this cost savings. Contractor shall remain prepared to offer a PPB to cover any order if so requested by the END USER. Contractor shall quote a price to END USER for provision of any requested PPB, and agrees to furnish the PPB within ten business (10) days of receipt of END USER's purchase order.

ARTICLE 10: ORDER PROCESSING CHARGE

H-GAC will apply an Order Processing Charge, listed in Addendum A to this contract, for each sale done through the H-GAC contract, with the exception of orders for motor vehicles. Any pricing submitted must include this charge amount per the most current H-GAC schedule. For motor vehicle orders, the Processing Charge is paid by the Customer.

ARTICLE 11: CHANGE OF STATUS

Contractor shall immediately notify H-GAC, in writing, of ANY change in ownership, control, dealership/franchisee status, Motor Vehicle license status, or name. Contractor shall offer written

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guidance to advise H-GAC if this Master Agreement shall be affected in any way by such change. H-GAC shall have the right to determine whether or not such change is acceptable, and to determine what action shall be warranted, up to and including cancellation of Master Agreement.

ARTICLE 12: REQUIREMENTS TO APPLICABLE PHYSICAL GOODS

In the case of physical goods (e.g. equipment, material, supplies, as opposed to services), all Products offered must comply with any applicable provisions of the Texas Business and Commerce Code, Title 1, Chapter 2 and with at least the following:

a. Be new, unused, and not refurbished.
b. Not be a prototype as the general design, operation and performance. This requirement is NOT meant to preclude the Contractor from offering new models or configurations which incorporate improvements in a current design or add functionality, but in which new model or configuration may be new to the marketplace.
c. Include all accessories which may or may not be specifically mentioned in the Master Agreement, but which are normally furnished or necessary to make the Product ready for its intended use upon delivery. Such accessories shall be assembled, installed and adjusted to allow continuous operation of Product at time of delivery.
d. Have assemblies, sub-assemblies and component parts that are standard and interchangeable throughout the entire quantity of a Product as may be purchased simultaneously by any Customer.
e. Be designed and constructed using current industry accepted engineering and safety practices, and materials.
f. Be available for inspection at any time prior to or after procurement.

ARTICLE 13: TEXAS MOTOR VEHICLE BOARD LICENSING

All Contractors that deal in motor vehicles shall maintain current licenses that are required by the Texas Motor Vehicle Commission Code. If at any time during this Master Agreement term, any required Contractor license is denied, revoked, or not renewed, Contractor shall be in default of this Master Agreement, unless the Texas Motor Vehicle Board issues a stay or waiver. Contractor shall promptly provide copies of all current applicable Texas Motor Vehicle Board documentation to H-GAC upon request.

ARTICLE 14: INSPECTION/TESTING

All Products sold pursuant to this Master Agreement will be subject to inspection/testing by or at the direction of H-GAC and/or the ordering Customer, either at the delivery destination or the place of manufacture. In the event a Product fails to meet or exceed all requirements of this Master Agreement, and unless otherwise agreed in advance, the cost of any inspection and/or testing, will be the responsibility of the Contractor.

ARTICLE 15: ADDITIONAL REPORTING REQUIREMENTS

Contractor agrees to submit written quarterly reports to H-GAC detailing all transactions during the previous three (3) month period. Reports must include, but are not limited, to the following information:

a. Customer Name
b. Product/Service purchased, including Product Code if applicable
c. Customer Purchase Order Number
d. Purchase Order Date
e. Product/Service dollar amount

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f. HGACBuy Order Processing Charge amount

ARTICLE 16: BACKGROUND CHECKS

Cooperative customers may request background checks on any awarded contractor's employees who will have direct contact with students, or for any other reason they so choose, any may require contractor to pay the cost of obtaining any background information requested by the Customer.

ARTICLE 17: PROHIBITION ON CONTRACTS WITH COMPANIES BOYCOTTING ISRAEL CERTIFICATION

As required by Chapter 2271 of the Texas Local Government Code the Contractor must verify that it 1) does not boycott Israel; and 2) will not boycott Israel during the term of the Contract. Pursuant to Section 2271.001, Texas Government Code:

1. "Boycott Israel" means refusing to deal with, terminating business activities with, or otherwise taking any action that is intended to penalize, inflict economic harm on, or limit commercial relations specifically with Israel, or with a person or entity doing business in Israel or in an Israeli-controlled territory, but does not include an action made for ordinary business purposes; and
2. "Company" means a for-profit sole proprietorship, organization, association, corporation, partnership, joint venture, limited partnership, limited liability partnership, or any limited liability company, including a wholly owned subsidiary, majority-owned subsidiary, parent company or affiliate of those entities or business associations that exist to make a profit.

ARTICLE 18: NO EXCLUDED NATION OR TERRORIST ORGANIZATION CERTIFICATION

As required by Chapter 2252 of the Texas Government Code the Contractor must certify that it is not a company engaged in active business operations with Sudan, Iran, or a foreign terrorist organization – specifically, any company identified on a list prepared and maintained by the Texas Comptroller under Texas Government Code §§806.051, 807.051, or 2252.153. (A company that the U.S. Government affirmatively declares to be excluded from its federal sanctions regime relating to Sudan, Iran, or any federal sanctions regime relating to a foreign terrorist organization is not subject to the contract prohibition.)

ARTICLE 19: BUY AMERICA ACT (National School Lunch Program and Breakfast Program)

With respect to products purchased by Customers for use in the National School Lunch Program and/or National School Breakfast Program, Contractor shall comply with all federal procurement laws and regulations with respect to such programs, including the Buy American provisions set forth in 7 C.F.R. Part 210.21(d), to the extent applicable. Contractor agrees to provide all certifications required by Customer regarding such programs.

In the event Contractor or Contractor's supplier(s) are unable or unwilling to certify compliance with the Buy American Provision, or the applicability of an exception to the Buy American provision, H-GAC Customers may decide not to purchase from Contractor. Additionally, H-GAC Customers may require country of origin on all products and invoices submitted for payment by Contractor, and Contractor agrees to comply with any such requirement.

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ARTICLE 20: BUY AMERICA REQUIREMENT (Applies only to Federally Funded Highway and Transit Projects)

With respect to products purchased by Customer for use in federally funded highway projects, Contractor shall comply with all federal procurement laws and regulations with respect to such projects, including the Buy American provisions set forth in 23 U.S.C. Section 313, 23 C.F.R. Section 635.410, as amended, and the Steel and Iron Preference provisions of Texas Transportation Code Section 223.045, to the extent applicable. Contractor agrees to provide all certifications required by Customer regarding such programs. With respect to products purchased by Customer for use in federally funded transit projects, Contractor shall comply with all federal procurement laws and regulations with respect to such projects, including the Buy American provisions set forth in 49 U.S.C. Section 5323(j)(1), 49 C.F.R. Sections 661.6 or 661.12, to the extent applicable. Contractor agrees to provide all certifications required by Customer regarding such programs. Contractor agrees that the provisions in this Article may be applicable in an End User Agreement.

ARTICLE 21: TITLE VI REQUIREMENTS

H-GAC in accordance with the provisions of Title VI of the Civil Rights Act of 1964 (78 Stat. 252, 42 U.S.C. §§ 2000d to 2000d-4) and the Regulations, hereby notifies all bidders that it will affirmatively ensure that any disadvantaged business enterprises will be afforded full and fair opportunity to submit in response to this Master Agreement and will not be discriminated against on the grounds of race, color, or national origin in consideration for an award.

ARTICLE 22: EQUAL EMPLOYMENT OPPORTUNITY

Except as otherwise provided under 41 CFR Part 60, all Contracts and Customer Purchase Orders that meet the definition of "federally assisted construction contract" in 41 CFR Part 60-1.3 shall be deemed to include the equal opportunity clause provided under 41 CFR 60-1.4(b), in accordance with Executive Order 11246, "Equal Employment Opportunity" (30 FR 12319, 12935, 3 CFR Part, 1964-1965 Comp., pg.339), as amended by Executive Order 11375, "Amending Executive Order 11246 Relating to Equal Employment Opportunity," and implementing regulations at 41CFR Part 60, "Office of Federal Contract Compliance Programs, Equal Employment Opportunity, Department of Labor."

The equal opportunity clause provided under 41 CFR 60-1.4(b) is hereby incorporated by reference. Contractor agrees that such provision applies to any contract that meets the definition of "federally assisted construction contract" in 41 CFR Part 60-1.3 and agrees that it will comply with such provision.

ARTICLE 23: CLEAN AIR AND WATER POLLUTION CONTROL ACT

Customer Purchase Orders using federal funds must contain a provision that requires the Contractor to agree to comply with all applicable standards, orders or regulations issued pursuant to the Clean Air Act (42 U.S.C. 7401-7671q) and the Federal Water Pollution Control Act as amended (33 U.S.C. 1251-1387). Violations must be reported to the Federal awarding agency and the Regional Office of the Environmental Protection Agency (EPA).

Pursuant to the Federal Rule above, Contractor certifies that it is in compliance with all applicable provisions of the Clean Air Act (42 U.S.C. 7401-7671q) and the Federal Water Pollution Control Act as amended (33 U.S.C. 1251-1387) and will remain in compliance during the term of the Contract.

ARTICLE 24: PREVAILING WAGE

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Contractor and any potential subcontractors have a duty to and shall pay the prevailing wage rate under the Davis-Bacon Act, 40 U.S.C. 276a – 276a-5, as amended, and the regulations adopted thereunder contained in 29 C.F.R. pt. 1 and 5.

ARTICLE 25: CONTRACT WORK HOURS AND SAFETY STANDARDS

As per the Contract Work Hours and Safety Standards Act (40 U.S.C. 3701-3708), where applicable, all Customer Purchase Orders in excess of $100,000 that involve the employment of mechanics or laborers must include a provision for compliance with 40 U.S.C. 3702 and 3704, as supplemented by Department of Labor regulations (29 CFR Part 5). Under 40 U.S.C. 3702 of the Act, each contractor must be required to compute the wages of every mechanic and laborer on the basis of a standard work week of 40 hours. Work in excess of the standard work week is permissible provided that the worker is compensated at a rate of not less than one and a half times the basic rate of pay for all hours worked in excess of 40 hours in the work week. The requirements of 40 U.S.C. 3704 are applicable to construction work and provide that no laborer or mechanic must be required to work in surroundings or under working conditions which are unsanitary, hazardous, or dangerous. These requirements do not apply to the purchases of supplies or materials or articles ordinarily available on the open market, or contracts for transportation or transmission of intelligence.

ARTICLE 26: PROFIT AS A SEPARATE ELEMENT OF PRICE

For purchases using federal funds in excess of $150,000, a Customer may be required to negotiate profit as a separate element of the price. See, 2 CFR 200.323(b). Contractor agrees to provide information and negotiate with the Customer regarding profit as a separate element of the price for the purchase. Contractor also agrees that the total price, including profit, charged by Contractor to Customer will not exceed the awarded pricing, including any applicable discount, under any awarded contract. Contractor agrees that the provisions in this Article may be applicable in an End User Agreement.

ARTICLE 27: BYRD ANTI-LOBBYING AMENDMENT

Byrd Anti-Lobbying Amendment (31U.S.C. 1352) – Contractors that apply or bid for an award exceeding $100,000 must file the required anti-lobbying certification. Each tier must certify to the tier above that it will not and has not used Federal appropriated funds to pay any person or organization for influencing or attempting to influence an officer or employee of any agency, a member of Congress, officer or employee of Congress, or an employee of a member of Congress in connection with obtaining any Federal contract, grant or any other award covered by 31 U.S.C. 1352. Each tier must also disclose any lobbying with non-Federal funds that takes place in connection with obtaining any Federal award. Such disclosures are forwarded from tier to tier, up to the Customer. As applicable, Contractor agrees to file all certifications and disclosures required by, and otherwise comply with, the Byrd Anti-Lobbying Amendment (31 USC 1352).Contractor certifies that it is currently in compliance with all applicable provisions of the Byrd Anti-Lobbying Amendment (31 U.S.C. 1352) and will continue to be in compliance throughout the term of the Contract and further certifies that:

1. No Federal appropriated funds have been paid or will be paid by or on behalf of the Contractor, to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of a Federal contract, the making of a Federal Grant, the making of a Federal Loan, the entering into a cooperative Master Agreement, and the extension,

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continuation, renewal, amendment, or modification of a Federal contract, grant, loan, or cooperative Master Agreement.

2. If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing, or attempting to influence, an officer or employee of a Member of Congress in connection with a Federal contract, grant, loan, or cooperative Master Agreement, Contractor shall complete and submit Standard Form – LLL, "Disclosure Form to Report Lobbying", in accordance with its instructions.
3. Contractor shall require that the language of this certification be included in the award documents for all subawards at all tiers (including subcontracts, subgrants, and contracts under grants, loans, and cooperative Master Agreements) and that all subcontractors shall certify and disclose accordingly.

This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certificate is a prerequisite for making or entering into this transaction imposed by Section 1352, title 31, U.S. Code. Any person who fails to file the required certification shall be subject to a civil penalty of not less than $10,000 and not more than $100,000 for each such failure.

ARTICLE 28: COMPLIANCE WITH EPA REGULATIONS APPLICABLE TO GRANTS, SUBGRANTS, COOPERATIVE MASTER AGREEMENTS, AND CONTRACTS

Contractor agrees to comply with all applicable standards, orders, regulations, and/or requirements issued pursuant to the Clean Air Act of 1970, as amended (42 U.S.C. 1857(h)), Section 508 of the Clean Water Act, as amended (13 U.S.C. 1368), Executive Order 117389 and Environmental Protection Agency Regulation, 40 CFR Part 15.

ARTICLE 29: COMPLIANCE WITH ENERGY POLICY AND CONSERVATION ACT

Contractor agrees to comply with applicable mandatory standards and policies relating to energy efficiency which are contained in the state energy conservation plan issued in compliance with the Energy Policy and Conservation Act (Pub. L. 94-163, 89 Stat. 871).

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Addendum A- Applicable Order Processing Charge

Excerpt from page 6 of RFP #RA05-21:

5. **Dealer/Reseller as Respondent**

   If the Respondent is a dealer or reseller of the products and/or services being proposed, the response will be evaluated based on the Respondent's authorization to provide those products and services from their manufacturer.

6. **Approval by Manufacturer**

   Any awarded contractor must be approved by the manufacturer to sell, install, and service the brand of equipment submitted. Respondents to this solicitation must submit an approval letter from each manufacturer; authorization letters must include the regions in which equipment may be sold or serviced.

7. **Administrative Fee**

   For each purchase order processed under an awarded contract, H GAC will directly invoice contractor a 1.5% Order Processing Charge applicable to the price of all equipment/services submitted in contractor's response. The Fee is calculated from awarded bid pricing before additional discounts (if any) have been applied. It is the contractor's responsibility to remit the administrative fee within thirty (30) days of processing any Customer purchase order, even if an invoice is not received from H-GAC.

   Contractor agrees that H-GAC will have the right, with reasonable notice, to inspect its records pertaining to purchase orders processed and the accuracy of the fees payable to H-GAC.

8. **Contractor Status**

   Contractor is required to provide a status form, which is not part of any evaluation, but may be relevant to other state or local procurement requirements that apply to HGACBuy Customers. The following information will need to be captured:

   a) Contractor's status as a minority/woman-owned business enterprise, historically underutilized business, or service-disabled veteran;
   b) Whether Contractor or its ultimate parent or majority owner has its principal place of business in Texas or employs at least 500 persons in Texas; and
   c) Whether Respondent is a Texas resident or a non-resident business.

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Attachment A

Motorola Solutions Inc.

Radio Communications/Emergency Response Equipment

Contract No.: RA05-21

Line Item Reference Number	Product Code	Product Summary (detailing the items, equipment and/or services being offered for the specific product code)	Manufacturer	Vendor	Item Description	Bid Price
1	**PA**	Mobile and Portable radios and accessories Base Stations and accessories Radio Trunked Systems Dispatch Consoles Mobile Data Systems Mobile Data Subscribers Mobile Computing Devices Broadband Wireless Mesh Infrastructure and Subscribers Video and Biometrics Radio Infrastructure (Towers, Shelters, UPSs and Generators) Broadband and LTE Equipment/Services Next Gen 911 Equipment/Services Intelligent Led Policing Real Time Crime Center/ Video Solutions CAD and Records Management Biometrics Applications	**Motorola Solutions, Inc.**	Motorola Solutions, Inc. and Partners	***Per the RFP Motorola has included an Electronics Catalogue (PCAT file of .pdf's) file in lieu of listing each individual product and its options. In addition, a discount APC sheet is attached in the pricing section and used to calculate all individual prices within the PCAT file.***	APC Summary Provided Below.
					Motorola also offers an extensive on-line program called My View Portal that allows each H-GAC end user to check specific contract pricing, place orders, and check shipping estimates in addition to invoice history. The on-line tool is the most advanced of its kind in the Communications Industry.	
2	**PB**	Integrated Command Control Equipment System Integration Services	**Motorola Solutions, Inc.**	Motorola Solutions, Inc. and Partners	***Per the RFP Motorola has included an Electronics Catalogue (PCAT file of .pdf's) file in lieu of listing each individual product and its options. In addition, a discount APC sheet is attached in the pricing section and used to calculate all individual prices within the PCAT file.***	APC Summary Provided Below.
					Motorola also offers an extensive on-line program called My View Portal that allows each H-GAC end user to check specific contract pricing, place orders, and check shipping estimates in addition to invoice history. The on-line tool is the most advanced of its kind in the Communications Industry.	

3	**PC**	Emergency Trailers System Integration Services Command Vehicles Integrated Emergency Operations Center Incident Command Systems	**Motorola Solutions, Inc.**	Motorola Solutions, Inc. and Partners	***Per the RFP Motorola has included an Electronics Catalogue (PCAT file of .pdf's) file in lieu of listing each individual product and its options. In addition, a discount APC sheet is attached in the pricing section and used to calculate all individual prices within the PCAT file***	APC Summary Provided Below.
					Motorola also offers an extensive on-line program called My View Portal that allows each H-GAC end user to check specific contract pricing, place orders, and check shipping estimates in addition to invoice history. The on-line tool is the most advanced of its kind in the Communications Industry.	
4	**PD**	Project Management System Technologist Training Advanced Services Video and Network Management Testing Civil Work (Soil grading, fencing, grub work, etc...) Tower Services (concrete/foundation work, documentation, civil work, etc..) Network Services for all category technologies Cloud Services and Associated Integration	**Motorola Solutions, Inc.**	Motorola Solutions, Inc. and Partners	***Motorola offers wide range of services including Integration, Installation and Training. The cost of these services is regional in nature. Samples below are listed for reference only.***	APC Summary Provided Below.
MOTOROLA INTEGRATION SERVICES - LMR **Motorola offers wide range of services including Integration, Installation and Training. The cost of these services is regional in nature. Samples below are listed for reference only.**						
			Motorola Solutions, Inc.	Motorola Solutions, Inc. and Partners	Project Management Daily Rate*	$2,072
			Motorola Solutions, Inc.	Motorola Solutions, Inc. and Partners	System Technologist Daily Rate*	$2,072
			Motorola Solutions, Inc.	Motorola Solutions, Inc. and Partners	Standard Shop Installation: Hourly Rate*	$150
			Motorola Solutions, Inc.	Motorola Solutions, Inc. and Partners	Standard Shop Installation: Daily Rate*	$1,200
			Motorola Solutions, Inc.	Motorola Solutions, Inc. and Partners	Mobile Radio Installation*	$180-$600
			Motorola Solutions, Inc.	Motorola Solutions, Inc. and Partners	Radio Programming*	$55-$125
			Motorola Solutions, Inc.	Motorola Solutions, Inc. and Partners	Data Installation*	$180-$600
					*Prices may vary by Region and Stated Scope. Travel Not Included.	
MOTOROLA INTEGRATION SERVICES - ADVANCED SERVICES						
			Motorola Solutions, Inc.	Motorola Solutions, Inc. and Partners	NG9-1-1 Consulting Services-Daily Rate*	$1,900
			Motorola Solutions, Inc.	Motorola Solutions, Inc. and Partners	Security Project/Program Management-Daily Rate*	$1,900
			Motorola Solutions, Inc.	Motorola Solutions, Inc. and Partners	Wireless Security Technician-Daily Rate*	$1,900

			Motorola Solutions, Inc.	Motorola Solutions, Inc. and Partners	Security Penetration Tester (Wired Network)-Daily Rate*	$1,900
			Motorola Solutions, Inc.	Motorola Solutions, Inc. and Partners	Security Trainer-Daily Rate*	$1,650
			Motorola Solutions, Inc.	Motorola Solutions, Inc. and Partners	Application Security Code Reviewer-Daily Rate*	$2,100
			Motorola Solutions, Inc.	Motorola Solutions, Inc. and Partners	IT Incident Response and E-Discovery Assistance-Daily Rate*	$1,900
			Motorola Solutions, Inc.	Motorola Solutions, Inc. and Partners	IT Disaster Recovery Planner-Daily Rate*	$1,900
			Motorola Solutions, Inc.	Motorola Solutions, Inc. and Partners	IT Disaster Recovery Plan Tester-Daily Rate*	$1,900
			Motorola Solutions, Inc.	Motorola Solutions, Inc. and Partners	Business Continuity/Continuity of Government Planner-Daily Rate*	$1,900
			Motorola Solutions, Inc.	Motorola Solutions, Inc. and Partners	Business Continuity/Continuity of Government Plan Tester-Daily Rate*	$1,900
			Motorola Solutions, Inc.	Motorola Solutions, Inc. and Partners	Mobile Application Services Project Management-Daily Rate*	$750
			Motorola Solutions, Inc.	Motorola Solutions, Inc. and Partners	Mobile Application Services Solution Achitech-Daily Rate*	$2,100
			Motorola Solutions, Inc.	Motorola Solutions, Inc. and Partners	Mobile Application Services Application and Solution Design-Daily Rate*	$2,100
			Motorola Solutions, Inc.	Motorola Solutions, Inc. and Partners	Mobile Application Services Application and Solution Implementation-Daily Rate*	$2,100
			Motorola Solutions, Inc.	Motorola Solutions, Inc. and Partners	Application Integration and Customization Services Project Management-Daily Rate*	$1,694
			Motorola Solutions, Inc.	Motorola Solutions, Inc. and Partners	Application Integration and Customization Services Solution Achitech-Daily Rate*	$2,100
			Motorola Solutions, Inc.	Motorola Solutions, Inc. and Partners	Application Integration and Customization Services Application and Solution Design-Daily Rate*	$2,100
			Motorola Solutions, Inc.	Motorola Solutions, Inc. and Partners	Application Integration and Customization Services Application and Solution Implementation-Daily Rate*	$1,694
			Motorola Solutions, Inc.	Motorola Solutions, Inc. and Partners	Unified Communications Services Project Management-Daily Rate*	$1,900
			Motorola Solutions, Inc.	Motorola Solutions, Inc. and Partners	Unified Communications Services Application and Solution Design-Daily Rate*	$2,100
			Motorola Solutions, Inc.	Motorola Solutions, Inc. and Partners	Unified Communications Services Application and Solution Implementation-Daily Rate*	$1,900
			Motorola Solutions, Inc.	Motorola Solutions, Inc. and Partners	Consulting Services Project Management-Daily Rate*	$1,900
			Motorola Solutions, Inc.	Motorola Solutions, Inc. and Partners	Consulting Services Internet Protocol Network Assessment-Daily Rate*	$2,100
			Motorola Solutions, Inc.	Motorola Solutions, Inc. and Partners	Consulting Services IP Network Design and Integration-Daily Rate*	$2,033
			Motorola Solutions, Inc.	Motorola Solutions, Inc. and Partners	Consulting Services IP Wide Area Network Backhaul Design and Integration-Daily Rate*	$2,100
			Motorola Solutions, Inc.	Motorola Solutions, Inc. and Partners	Consulting Services Customer Network Interface Design and Integration-Daily Rate*	$2,100
APC SUMMARY						
	6	System Integration & Support Services	**Motorola Solutions, Inc.**	Motorola Solutions, Inc. and Partners	ASTRO Dispatch Support	
	42	System Integration & Support Services	**Motorola Solutions, Inc.**	Motorola Solutions, Inc. and Partners	ASTRO SUA Upgrade Operations Support	
	43	System Integration & Support Services	**Motorola Solutions, Inc.**	Motorola Solutions, Inc. and Partners	ASTRO SUA Field Service Support	

	127	System Integration & Support Services	**Motorola Solutions, Inc.**	Motorola Solutions, Inc. and Partners	Motorola Shop Services	
	135	System Integration & Support Services	**Motorola Solutions, Inc.**	Motorola Solutions, Inc. and Partners	Drop Ship Freight	
	185	System Integration & Support Services	**Motorola Solutions, Inc.**	Motorola Solutions, Inc. and Partners	Motorola Subscriber Services	
	208	System Integration & Support Services	**Motorola Solutions, Inc.**	Motorola Solutions, Inc. and Partners	Motorola Project Management Services	
	231	System Integration & Support Services	**Motorola Solutions, Inc.**	Motorola Solutions, Inc. and Partners	Motorola Partner Maintenance Support	
	290	System Integration & Support Services	**Motorola Solutions, Inc.**	Motorola Solutions, Inc. and Partners	Motorola Warranty Services	
	298	System Integration & Support Services	**Motorola Solutions, Inc.**	Motorola Solutions, Inc. and Partners	ASTRO System Essential Support	
	306	System Integration & Support Services	**Motorola Solutions, Inc.**	Motorola Solutions, Inc. and Partners	Site Development Services	
	348	System Integration & Support Services	**Motorola Solutions, Inc.**	Motorola Solutions, Inc. and Partners	ASTRO System Premier Support	
	373	System Integration & Support Services	**Motorola Solutions, Inc.**	Motorola Solutions, Inc. and Partners	ASTRO System Advanced Support	
	390	System Integration & Support Services	**Motorola Solutions, Inc.**	Motorola Solutions, Inc. and Partners	ASTRO System Manager Support	
	427	System Integration & Support Services	**Motorola Solutions, Inc.**	Motorola Solutions, Inc. and Partners	3rd Party Services	
	431	System Integration & Support Services	**Motorola Solutions, Inc.**	Motorola Solutions, Inc. and Partners	Motorola Device Management Support - Essential	
	519	System Integration & Support Services	**Motorola Solutions, Inc.**	Motorola Solutions, Inc. and Partners	ASTRO Security Monitoring Support	
	560	System Integration & Support Services	**Motorola Solutions, Inc.**	Motorola Solutions, Inc. and Partners	ASTRO System Update Service Remote Patching Support	
	561	System Integration & Support Services	**Motorola Solutions, Inc.**	Motorola Solutions, Inc. and Partners	ASTRO Network Monitoring Support	
	670	System Integration & Support Services	**Motorola Solutions, Inc.**	Motorola Solutions, Inc. and Partners	Asset Management Service	
	700	System Integration & Support Services	**Motorola Solutions, Inc.**	Motorola Solutions, Inc. and Partners	Motorola Device Management Support - Advanced	
	701	System Integration & Support Services	**Motorola Solutions, Inc.**	Motorola Solutions, Inc. and Partners	Motorola Device Management Support - Premier	
	724	System Integration & Support Services	**Motorola Solutions, Inc.**	Motorola Solutions, Inc. and Partners	Motorola APX Next Management Support - Advanced	
	769	System Integration & Support Services	**Motorola Solutions, Inc.**	Motorola Solutions, Inc. and Partners	ASTRO Preventative Maintenance Support	
	772	System Integration & Support Services	**Motorola Solutions, Inc.**	Motorola Solutions, Inc. and Partners	ASTRO Technical Support	
	814	System Integration & Support Services	**Motorola Solutions, Inc.**	Motorola Solutions, Inc. and Partners	ASTRO Cyber Security Assessment Support	
	823	System Integration & Support Services	**Motorola Solutions, Inc.**	Motorola Solutions, Inc. and Partners	ASTRO SUA Hardware & Software Support	
	847	System Integration & Support Services	**Motorola Solutions, Inc.**	Motorola Solutions, Inc. and Partners	Lunarline Cyber Security Services	
	848	System Integration & Support Services	**Motorola Solutions, Inc.**	Motorola Solutions, Inc. and Partners	Lunarline Cyber Security Monitoring	
	859	System Integration & Support Services	**Motorola Solutions, Inc.**	Motorola Solutions, Inc. and Partners	Delta Risk Cyber Security Services	
	882	System Integration & Support Services	**Motorola Solutions, Inc.**	Motorola Solutions, Inc. and Partners	ASTRO On-Site Support	
	929	System Integration & Support Services	**Motorola Solutions, Inc.**	Motorola Solutions, Inc. and Partners	ASTRO Infrastructure Repair Support	

	943	System Integration & Support Services	**Motorola Solutions, Inc.**	Motorola Solutions, Inc. and Partners	ASTRO SUA Training Service Support	
	948	System Integration & Support Services	**Motorola Solutions, Inc.**	Motorola Solutions, Inc. and Partners	3rd Party Maintenance Support	
	969	System Integration & Support Services	**Motorola Solutions, Inc.**	Motorola Solutions, Inc. and Partners	ASTRO System Update Service Local Patching Support	
	901	Lifecycle Services	**Motorola Solutions, Inc.**	Motorola Solutions, Inc. and Partners	Migration Assurance Program	
	902	Lifecycle Services	**Motorola Solutions, Inc.**	Motorola Solutions, Inc. and Partners	SMA	
	903	Lifecycle Services	**Motorola Solutions, Inc.**	Motorola Solutions, Inc. and Partners	SUA, SUA II	
	904	Lifecycle Services	**Motorola Solutions, Inc.**	Motorola Solutions, Inc. and Partners	SUS	
	905	Lifecycle Services	**Motorola Solutions, Inc.**	Motorola Solutions, Inc. and Partners	SA	
	390	Professional Services	**Motorola Solutions, Inc.**	Motorola Solutions, Inc. and Partners	Performance Management Reports	
	659	Professional Services	**Motorola Solutions, Inc.**	Motorola Solutions, Inc. and Partners	NG-911	
	659	Professional Services	**Motorola Solutions, Inc.**	Motorola Solutions, Inc. and Partners	Security, IP Networking	
	670	Professional Services	**Motorola Solutions, Inc.**	Motorola Solutions, Inc. and Partners	SI	
	842	Professional Services	**Motorola Solutions, Inc.**	Motorola Solutions, Inc. and Partners	311 Software	
	561	Service/Maintenance	**Motorola Solutions, Inc.**	Motorola Solutions, Inc. and Partners	Network Monitoring	
	769	Service/Maintenance	**Motorola Solutions, Inc.**	Motorola Solutions, Inc. and Partners	Network Preventive Maintenance & Onsite Infrastructure Response	
	769	Service/Maintenance	**Motorola Solutions, Inc.**	Motorola Solutions, Inc. and Partners	SUAII	
	772	Service/Maintenance	**Motorola Solutions, Inc.**	Motorola Solutions, Inc. and Partners	Technical Support	
	929	Service/Maintenance	**Motorola Solutions, Inc.**	Motorola Solutions, Inc. and Partners	Services	
	206	Service/Maintenance	**Motorola Solutions, Inc.**	Motorola Solutions, Inc. and Partners	Subscriber Repair	
	293	Service/Maintenance	**Motorola Solutions, Inc.**	Motorola Solutions, Inc. and Partners	Services/Training	
	17	Software SI Delivery Services	**Motorola Solutions, Inc.**	Motorola Solutions, Inc. and Partners	PremierOne CAD Delivery Services	
	30	Software SI Delivery Services	**Motorola Solutions, Inc.**	Motorola Solutions, Inc. and Partners	Flex CAD Delivery Services	
	79	Software SI Delivery Services	**Motorola Solutions, Inc.**	Motorola Solutions, Inc. and Partners	Situational Awareness Delivery Services	
	86	Software SI Delivery Services	**Motorola Solutions, Inc.**	Motorola Solutions, Inc. and Partners	Emergency Notification Delivery Services	
	90	Software SI Delivery Services	**Motorola Solutions, Inc.**	Motorola Solutions, Inc. and Partners	PremierOne Records Delivery Services	
	97	Software SI Delivery Services	**Motorola Solutions, Inc.**	Motorola Solutions, Inc. and Partners	Flex Records Delivery Services	
	99	Software SI Delivery Services	**Motorola Solutions, Inc.**	Motorola Solutions, Inc. and Partners	Flex Jail Delivery Services	
	141	Software SI Delivery Services	**Motorola Solutions, Inc.**	Motorola Solutions, Inc. and Partners	Digital Evidence Delivery Services	
	168	Software SI Delivery Services	**Motorola Solutions, Inc.**	Motorola Solutions, Inc. and Partners	Kodiak Delivery Services	

	327	Software SI Delivery Services	**Motorola Solutions, Inc.**	Motorola Solutions, Inc. and Partners	CAD Mobile Delivery Services	
	331	Software SI Delivery Services	**Motorola Solutions, Inc.**	Motorola Solutions, Inc. and Partners	CAD Suite Deployment	
	473	Software SI Delivery Services	**Motorola Solutions, Inc.**	Motorola Solutions, Inc. and Partners	Spillman Delivery Services	
	586	Software SI Delivery Services	**Motorola Solutions, Inc.**	Motorola Solutions, Inc. and Partners	CallWorks Delivery Services	
	639	Software SI Delivery Services	**Motorola Solutions, Inc.**	Motorola Solutions, Inc. and Partners	Critical Connect Delivery Services	
	634	Software SI Delivery Services	**Motorola Solutions, Inc.**	Motorola Solutions, Inc. and Partners	Situational Awareness 3rd Party HW and SW or just HW	
	572	Software SI Delivery Services	**Motorola Solutions, Inc.**	Motorola Solutions, Inc. and Partners	Situational Awareness 3rd Party HW and SW or just HW	
	141	Software SI Delivery Services	**Motorola Solutions, Inc.**	Motorola Solutions, Inc. and Partners	Interface SA	
	144	Software SI Delivery Services	**Motorola Solutions, Inc.**	Motorola Solutions, Inc. and Partners	Professional Services, Training Analytics Plus Only	

Motorola Solutions' Offered Items Pricing (Catalog/ Price Book) is available on-line at: https://www.hgacbuy.org/media/hgacbuy/catalogs/RA05-21/Motorola-Solutions.zip

PLUMAS COUNTY
FACILITY SERVICES
MEMORANDUM

TO:	**Honorable Chair and Board of Supervisors**
FROM:	**Nick Collin, Facilities Director**
MEETING DATE:	**November 4, 2025**
SUBJECT:	**Approve and authorize Chair to sign an agreement between Plumas County Facilities and Airports and Brandley Engineering effective November 4th 2025 not to exceed $572,100.00; (No General Fund Impact); Grant funded; not approved as to form by County Counsel; discussion and possible action.**

Recommendation:

Approve and authorize Chair to sign an agreement between Plumas County Facilities and Airports and Brandley Engineering

Background and Discussion:

Approve and authorize Chair to sign an agreement between Plumas County Facilities and Airports and Brandley Engineering effective November 4th 2025 not to exceed $572,100.00; (No General Fund Impact); discussion and possible action.

Action:

Approve and authorize Chair to sign an agreement between Plumas County Facilities and Airports and Brandley Engineering effective November 4th 2025 not to exceed $572,100.00; (No General Fund Impact); Grant funded; not approved as to form by County Counsel; discussion and possible action.

Fiscal Impact:

No General Fund Impact; This is grant funded by the FAA, CalTrans Aviation and Airport Enterprise Funds.

Attachments:

1. Supplemental Agreement 3 - Nervino Joints Design
2. Supplemental Agreement 4 - Gansner Beacon Construct
3. Supplemental Agreement 5 - Rogers Fuel Storage Tanks Design
4. Supplemental Agreement 6 -Rogers Joints Design
5. Supplemental Agreement 7 - Gansner Fence Design
6. Supplemental Agreement 8 - Gansner SRE Building Design

SUPPLEMENTAL SERVICES AGREEMENT NO. 3

(CONSULTING AIRPORT ENGINEER)

THIS SUPPLEMENTAL AGREEMENT is made and entered into this _____ day of_____ _____, 2025, by and between PLUMAS COUNTY, hereinafter referred to as COUNTY, and BRANDLEY ENGINEERING, INC., hereinafter referred to as ENGINEER:

W I T N E S S E T H:

WHEREAS, County has entered into a Special Services Agreement dated the 1st day of November 2023, with Engineer to perform engineering planning and design work, including design and construction supervision, for development of the Rogers Field, Chester; Gansner Field, Quincy, and Nervino Airport, Beckwourth, California, and

WHEREAS, County desires Engineer to perform specific services under the said Special Services Agreement,

NOW, THEREFORE, IN CONSIDERATION OF the covenants and agreements herein set forth, it is hereby agreed:

1. This agreement supplements said Special Services Agreement, and the terms of said Agreement apply hereto.

2. ***Project***

The project covered by this Supplemental Services Agreement shall include engineering services required for the engineering design of the Reseal Joints in Pavements – Taxiways, Apron 1, and Taxilanes project at Nervino Airport in Beckwourth, California.

3. ***Scope of Work***

Engineer shall provide the services described in the Scope of Work attached hereto as **Exhibit "A" Scope of Work – Reseal Joints in Pavements – Taxiways, Apron 1, and Hangar Taxilanes – Engineering Design** and incorporated herein by reference.

4. ***Compensation***

Engineer shall be paid in accordance with the fee schedule set forth in **Exhibit "B" Breakdown of Proposed Engineering Fees** attached hereto and made a part of this Agreement. Engineer's compensation shall not exceed Forty Thousand dollars ($40,000.00) without amendment to this SSA.

This work will be performed at standard billing rates shown in **Exhibit "C" Schedule of Charges** attached hereto and made a part of this Agreement.

5. ***Time of Completion***

The preparation of the engineering design, plans, and specifications will be completed within six (6) months of receipt of authorization to proceed.

IN WITNESS WHEREOF, the parties hereto have executed this Agreement the day and year first written above.

CONTRACTOR:

Brandley Engineering, a CA Corporation

By: _____
Name: R. Damon Brandley
Title: President
Date Signed:

By: _____
Name: Melissa Brandley
Title: CFO
Date Signed:

COUNTY:

PLUMAS COUNTY, a political subdivision of the State of California

By: _____

Name: Kevin Goss
Title: Chair, Board of Supervisors
Date Signed:

ATTEST:

By:_____
Name: Kristina Rogers
Title: Deputy Clerk of the Board
Date signed:

APPROVED AS TO FORM:

_____
Deputy County Counsel

EXHIBIT A

NERVINO AIRPORT
BECKWOURTH, CALIFORNIA

SCOPE OF WORK
Reseal Joints in Pavements - Taxiways, Apron 1, and Hangar Taxilanes
Engineering Design

The project covered by this Agreement shall include the following work at Nervino Airport, Beckwourth, California:

- Reseal Airfield Pavement Joints - Taxiways, Apron 1, and Hangar Taxilanes – Engineering Design

The scope of work covered by this Agreement shall include the following:

Phase 1 – Project Formulation – DBE Program and Goals Calculation

- Prepare DBE Program and Goals Calculation

Phase 2 – Environmental Studies – Cat Ex:

- Prepare environmental documents including Categorical Exclusion (NEPA)

Phase 3 – Joint Surveys:

- Conduct joint/crack surveys of the taxiway and apron pavements

Phase 4 - Engineering Design Through Preparation of Plans and Specifications

- Perform complete engineering design.
- Prepare complete plans and specifications for this project, ready for bid
- Prepare Engineer's Report including engineer's estimate of construction costs for the proposed project and Construction Safety and Phasing Plan.

EXHIBIT B

NERVINO AIRPORT
BECKWOURTH, PLUMAS COUNTY, CALIFORNIA

Reseal Joints in Pavements - Taxiways, Apron 1, and Hangar Taxilanes

BREAKDOWN OF ENGINEERING FEES

Project Formulation - DBE Program & Goals Calculation						
DBE Program & Goals Subconsultant				$ 6,834.00		
Subconsultant Mark Up - 10%				683.40		
Total Project Formulation				$ 7,517.40		
Total Project Formulation - Use					$	8,000.00
Environmental Studies - Cat Ex						
NEPA Project Manager				$ 1,300.00		
Subconsultant Markup - 10%				130.00		
Total Environmental Studies				$ 1,430.00		
Total Environmental Studies - Use						2,000.00
Joint Surveys						
Principal Engineer	15.0	Hrs. @	$ 300.00	$ 4,500.00		
Mileage	300.0	Miles. @	0.670	201.00		
Total Joint Surveys				$ 4,701.00		
Total Joint Surveys - Use						5,000.00
Engineering Design:						
Engineering Services up through Preparation of Plans, Specifications, and Reports						
Principal Engineer	26.0	Hrs. @	$ 300.00	$ 7,800.00		
Senior Design Engineer	32.0	Hrs. @	180.00	5,760.00		
Junior Engineer	55.0	Hrs. @	120.00	6,600.00		
Project Administrator	21.0	Hrs. @	100.00	2,100.00		
Clerical	21.0	Hrs. @	85.00	1,785.00		
Mileage	300.0	Miles @	0.670	201.00		
Miscellaneous - Printing, Shipping, etc.				500.00		
Total Engineering Design				$ 24,746.00		
Total Engineering Design - Use						25,000.00
Total Engineering					$	40,000.00

EXHIBIT C

NERVINO AIRPORT

RESEAL JOINTS IN PAVEMENTS – TAXIWAYS, APRON 1, AND HANGAR TAXILANES ENGINEERING DESIGN

BRANDLEY ENGINEERING, INC.

SCHEDULE OF CHARGES

Engineering Services

DBE Program and Goals Calculation	$ 8,000
Environmental Studies – Cat Ex	2,000
Joint/Crack Surveys Taxiway and Apron	5,000
Engineering Design & Preparation of Plans and Specs	25,000
Total Proposed Engineering Fees Not to Exceed Without Prior Approval of County	$40,000

STANDARD SCHEDULE OF HOURLY RATES

Personnel

Principal Engineer	$300.00/Hour
Senior Engineer	$180.00/Hour
Junior Engineer	$120.00/Hour
Senior Drafter	$120.00/Hour
Junior Drafter	$100.00/Hour
Laboratory Technician	$90.00/Hour
Laboratory Apprentice	$50.00/Hour
Project Administrator	$100.00/Hour
Clerical	$85.00/Hour
Resident Engineer	$190.00/Hour
Apprentice	$95.00/Hour

Travel and Equipment Rental

Per Diem	$200/Day
Vehicle Rental	$50.00/Day + $0.67/Mile

Outside Consultants

Services by Outside Consultants	Cost + 10%

SUPPLEMENTAL SERVICES AGREEMENT NO. 4

(CONSULTING AIRPORT ENGINEER)

THIS SUPPLEMENTAL AGREEMENT is made and entered into this _____ day of_____ _____, 2025, by and between PLUMAS COUNTY, hereinafter referred to as COUNTY, and BRANDLEY ENGINEERING, INC., hereinafter referred to as ENGINEER:

W I T N E S S E T H:

WHEREAS, County has entered into a Special Services Agreement dated the 1st day of November 2023, with Engineer to perform engineering planning and design work, including design and construction supervision, for development of the Rogers Field, Chester; Gansner Field, Quincy, and Nervino Airport, Beckwourth, California, and

WHEREAS, County desires Engineer to perform specific services under the said Special Services Agreement,

NOW, THEREFORE, IN CONSIDERATION OF the covenants and agreements herein set forth, it is hereby agreed:

1. This agreement supplements said Special Services Agreement, and the terms of said Agreement apply hereto.

2. ***Project***

The project covered by this Supplemental Services Agreement shall include engineering services during bid and award, engineering during construction and final project closeout, and Resident Engineering, Testing and Inspection for the construction phase of the New Beacon Tower and Beacon project at Gansner Field in Quincy, California.

3. ***Scope of Work***

Engineer shall provide the services described in the Scope of Work attached hereto as **Exhibit "A" Scope of Work – New Beacon Tower and Beacon – Engineering During Bid, Award, and Construction** and incorporated herein by reference.

4. ***Compensation***

Engineer shall be paid in accordance with the fee schedule set forth in **Exhibit "B" Breakdown of Proposed Engineering Fees** attached hereto and made a part of this Agreement. Engineer's compensation shall not exceed Eighty Thousand dollars ($80,000.00) without an amendment to this contract.

This work will be performed at standard billing rates shown in **Exhibit "C" Schedule of Charges** attached hereto and made a part of this Agreement.

5. ***Time of Completion***

The Engineering Services during Construction and Final Project Closeout will be conducted during the entire construction phase. Final record drawings and final report will be prepared within thirty (30) calendar days of receipt of contractor's final redline drawings and closeout documents.

For the Construction Management services Engineer shall begin on the work assigned immediately after the construction contract is awarded and shall provide all construction management services required during the construction of this project.

IN WITNESS WHEREOF, the parties hereto have executed this Agreement the day and year first written above.

CONTRACTOR:

Brandley Engineering, a CA Corporation

By: _____
Name: R. Damon Brandley
Title: President
Date Signed:

By: _____
Name: Melissa Brandley
Title: CFO
Date Signed:

COUNTY:

PLUMAS COUNTY, a political subdivision of the State of California

By: _____

Name: Kevin Goss
Title: Chair, Board of Supervisors
Date Signed:

ATTEST:

By:_____
Name: Kristina Rogers
Title: Deputy Clerk of the Board
Date signed:

APPROVED AS TO FORM:

_____
Deputy County Counsel

EXHIBIT A

GANSNER FIELD
QUINCY, CALIFORNIA

SCOPE OF WORK
New Beacon Tower and Beacon – Engineering During Bid, Award, and Construction

The project covered by this Agreement shall include the following work at Gansner Field, Quincy, California:

- Installation of New Beacon Tower and Beacon – Construction Phase

The scope of work covered by this Agreement shall include the following:

Phase 1 – Project Formulation – DBE Program and Goals Calculation

- Prepare DBE Program and Goals Calculation

Phase 2 – Engineering Services During Bid and Award - The engineering design requirements during bid and award will include the following:

- Assist County in distributing final plans and specifications to prospective contractors
- Participate in a pre-bid meeting for all prospective contractors.
- Respond to any questions and comments from prospective contractors.
- Preparation of required addenda.
- Assist County in awarding contract including preparation of Abstract of Bids and evaluation of bids.

Phase 3 - Engineering Design Services During Construction and Project Closeout

- Participate in a pre-construction conference.
- Provide engineering surveillance of all construction operations, including attendance at weekly construction meetings, preparation of any change orders required, preparation of contractor pay estimates, preparation of FAA reimbursement requests, review of all contractor submittals, and preparation of final as-constructed drawings and final engineer's report.

Phase 4 - Resident Engineering, Testing and Inspection - The Contractor will be required to furnish submittals for all materials proposed for use on the project and meet all requirements of the plans and specifications. The Engineer will provide all Quality Assurance Inspection, which will include the following:

- Furnish qualified Resident Project Representative to review and monitor all construction activities.
- Provide all inspection required as included in the quality assurance program including providing technicians and inspectors as required.
- Provide traffic safety inspectors and Safety Plan implementation.

GANSNER FIELD
QUINCY, PLUMAS COUNTY, CALIFORNIA

2025 AIRPORT IIMPROVEMENT PROGRAM - CONSTRUCT

BREAKDOWN OF ENGINEERING COSTS

New Beacon Tower and Beacon

Staff	Hours	Rate	Total
Project Formulation - DBE Goal Preparation			
DBE Goal Preparation Subconsultant			$ 6,833.00
Subconsultant Markup - 10%			683.30
Total - Project Formulation			$ 7,516.30
		Use	$ 8,000.00
Engineering During Bid and Award			
Principal Engineer	10.0	$ 300.00	$ 3,000.00
Senior Engineer	5.0	180.00	900.00
Junior Engineer	5.0	120.00	600.00
Project Administrator	8.0	100.00	800.00
Clerical	5.0	85.00	425.00
Mileage	300.0	0.670	201.00
Total - Engineering During Bid/Award			$ 5,926.00
		Use	$ 6,000.00
Engineering During Construction and Final Project Closeout			
Principal Engineer	60.0	$ 300.00	$ 18,000.00
Senior Engineer	25.0	180.00	4,500.00
Junior Engineer	20.0	120.00	2,400.00
Project Administrator	20.0	100.00	2,000.00
Clerical	20.0	85.00	1,700.00
Electrical Subconsultant			1,000.00
Mileage	900.0	0.670	603.00
Total Engineering During Construction			$ 30,203.00
		Use	$ 31,000.00
Resident Engineering, Testing, and Inspection			
Resident Engineer:			
Regular Time	100.0	$ 190.00	$ 19,000.00
Overtime	20.0	285.00	5,700.00
Apprentice			
Regular Time	16.0	95.00	1,520.00
Overtime	4.0	142.50	570.00
Concrete Testing			5,000.00
Per Diem	8.0	200.00	1,600.00
Vehicle Rental	10.0	50.00	500.00
Mileage	1,176.0	0.670	787.92
Total Resident Engineering			$ 34,677.92
		Use	$ 35,000.00
TOTAL ENGINEERING COSTS			***$ 80,000.00***

EXHIBIT C

GANSNER FIELD

NEW BEACON TOWER AND BEACON
ENGINEERING DURING BID, AWARD, AND CONSTRUCTION

BRANDLEY ENGINEERING, INC.

SCHEDULE OF CHARGES

Engineering Services	
DBE Program and Goals Calculation	$ 8,000
Engineering During Bid and Award	6,000
Engineering During Construction & Project Closeout	31,000
Resident Engineering, Testing and Inspection	35,000
Total Proposed Engineering Fees Not to Exceed Without Prior Approval of County	$80,000

STANDARD SCHEDULE OF HOURLY RATES

Personnel

Principal Engineer	$300.00/Hour
Senior Engineer	$180.00/Hour
Junior Engineer	$120.00/Hour
Senior Drafter	$120.00/Hour
Junior Drafter	$100.00/Hour
Laboratory Technician	$90.00/Hour
Laboratory Apprentice	$50.00/Hour
Project Administrator	$100.00/Hour
Clerical	$85.00/Hour
Resident Engineer	$190.00/Hour
Senior Inspector	$180.00/Hour
Apprentice	$95.00/Hour

Travel and Equipment Rental

Per Diem	$200/Day
Vehicle Rental	$50.00/Day + $0.67/Mile

Outside Consultants

Services by Outside Consultants	Cost + 10%

SUPPLEMENTAL SERVICES AGREEMENT NO. 5

(CONSULTING AIRPORT ENGINEER)

THIS SUPPLEMENTAL AGREEMENT is made and entered into this _____ day of_____ _____, 2025, by and between PLUMAS COUNTY, hereinafter referred to as COUNTY, and BRANDLEY ENGINEERING, INC., hereinafter referred to as ENGINEER:

W I T N E S S E T H:

WHEREAS, County has entered into a Special Services Agreement dated the 1st day of November 2023, with Engineer to perform engineering planning and design work, including design and construction supervision, for development of the Rogers Field, Chester; Gansner Field, Quincy, and Nervino Airport, Beckwourth, California, and

WHEREAS, County desires Engineer to perform specific services under the said Special Services Agreement,

NOW, THEREFORE, IN CONSIDERATION OF the covenants and agreements herein set forth, it is hereby agreed:

1. This agreement supplements said Special Services Agreement, and the terms of said Agreement apply hereto.

2. ***Project***

The project covered by this Supplemental Services Agreement shall include engineering services required for the engineering design of the Expand Existing Fuel Storage Tanks project at Rogers Field in Chester, California.

3. ***Scope of Work***

Engineer shall provide the services described in the Scope of Work attached hereto as **Exhibit "A" Scope of Work – Expand Existing Fuel Storage Tanks – Engineering Design** and incorporated herein by reference.

4. ***Compensation***

Engineer shall be paid in accordance with the fee schedule set forth in **Exhibit "B" Breakdown of Proposed Engineering Fees** attached hereto and made a part of this Agreement. Engineer's compensation shall not exceed One Hundred Eighty One Thousand One Hundred dollars ($181,100.00) without amendment to this SSA.

This work will be performed at standard billing rates shown in **Exhibit "C" Schedule of Charges** attached hereto and made a part of this Agreement.

5. ***Time of Completion***

The preparation of the engineering design, plans, and specifications will be completed within six (6) months of receipt of authorization to proceed.

IN WITNESS WHEREOF, the parties hereto have executed this Agreement the day and year first written above.

CONTRACTOR:

Brandley Engineering, a CA Corporation

By: _____
Name: R. Damon Brandley
Title: President
Date Signed:

By: _____
Name: Melissa Brandley
Title: CFO
Date Signed:

COUNTY:

PLUMAS COUNTY, a political subdivision of the State of California

By: _____

Name: Greg Hagwood
Title: Chair, Board of Supervisors
Date Signed:

ATTEST:

By: _____
Name: Kristina Rogers
Title: Deputy Clerk of the Board
Date signed:

APPROVED AS TO FORM:

_____
Deputy County Counsel

EXHIBIT A

ROGERS FIELD
CHESTER, CALIFORNIA

Expand Existing Fuel Storage Tanks
Engineering Design

The project covered by this Agreement shall include the following work at Gansner Field, Quincy, California:

- Expand Existing Fuel Storage Tanks – Engineering Design

The scope of work covered by this Agreement shall include the following:

Environmental Studies – Cat Ex

- Prepare environmental documents including Categorical Exclusion (NEPA)

Topographic Surveys

- Topographic Surveys – Perform topographic survey of the proposed site (72,000 sq. ft.)

Geotechnical Studies

- Conduct geotechnical testing including drilling 2 full depth test holes to target depth of 15 feet with SPT testing and sample collection.
- Geotechnical Analysis including conducting laboratory visual classification of the SPT samples, developing geotechnical testing plan for select samples, and geotechnical laboratory testing including soil and moisture density testing, Atterberg limit tests, and gradation tests.

Engineering Design Through Preparation of Plans and Specifications

- Perform complete engineering design.
- Prepare complete plans and specifications for this project, ready for bid
- Prepare Engineer's Report including engineer's estimate of construction costs for the proposed project and Construction Safety and Phasing Plan.

Engineering Support During Bidding and Contract Award

- Assist County in printing and distributing final plans and specifications to prospective contractors.
- Participate in a pre-bid meeting for all prospective contractors.
- Respond to any questions and comments from prospective contractors.
- Preparation of required addenda.
- Assist County in awarding contract including preparation of Abstract of Bids, evaluation of bids, and preparation of final application for AIG funding.

EXHIBIT B

ROGERS FIELD
CHESTER, PLUMAS COUNTY, CALIFORNIA

Expand Existing Fuel Storage Tanks - Design

TABLE B1 - TOTAL PROJECT ENGINEERING DESIGN FEES

Staff	Hours	Rate	Total
Environmental Studies - Cat Ex			
NEPA Project Manager	12.0	$ 180.00	$ 2,160.00
Subconsultant Coordination/Markup			216.00
Principal Engineer	2.0	$ 300.00	600.00
Senior Engineer	3.0	180.00	540.00
Total - Environmental Studies			$ 3,516.00
		Use	$ 3,600.00
Topographic Surveys			
2 Man Survey Crew (2.5 days)		Lump Sum	$ 10,000.00
Subconsultant Coordination/Markup			1,000.00
Senior Drafter	12.0	120.00	1,440.00
Total Topographic Surveys			$ 12,440.00
		Use	$ 12,500.00
Geotechnical Studies			
Drill Test Holes:			
Mobilization/Demobilization		Lump Sum	$ 2,500.00
Drill Truck - 2 Man Crew	10.0	$ 535.00	5,350.00
Per Diem	2.0	660.00	1,320.00
Materials			500.00
Principal Engineer (On Site)	14.0	300.00	4,200.00
Mileage	300.0	0.665	199.50
Principal Engineer (Lab)	1.0	300.00	300.00
Senior Engineer (Lab)	2.0	180.00	360.00
Junior Engineer (Lab)	2.0	110.00	220.00
Total - Geotechnical Studies			$ 14,949.50
		Use	$ 15,000.00
Engineering Design			
Brandley - Engineering Design	See Attached Breakdown		$ 32,949.50
Lynch - Fuel Subconsultant - Fuel Tank Design	See Attached Breakdown		99,600.00
Subconsultant Coordination/Markup			9,960.00
Total Engineering Design			$ 142,509.50
		Use	$ 143,000.00
Engineering During Bid and Award			
Principal Engineer	13.0	$ 300.00	$ 3,900.00
Senior Engineer	5.0	180.00	900.00
Junior Engineer	5.0	120.00	600.00
Project Administrator	8.0	100.00	800.00
Clerical	5.0	85.00	425.00
Mileage	300.0	0.670	201.00
Total - Engineering During Bid/Award			$ 6,826.00
		Use	$ 7,000.00
TOTAL ENGINEERING			***$ 181,100.00***

Exhibit B - Table B2
Brandley - Engineering Design Breakdown - Rogers Field Fuel Tanks

	Principal Engineer (PE)	Senior Engineer	Junior Engineer	Project Administrator	Clerical	Mileage	Sub-Totals By Item
Billing Rate	$300.00	$180.00	$120.00	$100.00	$85.00	$0.665	
Preliminary Site Scoping, Site Visit with Fuel Sub	16.00	8.00				300.00	**$6,439.50**
Construction Safety and Phasing Plan & Report	2.00	12.00	12.00	5.00	4.00		**$5,040**
Overall Site Layout Plan	0.50		2.00				**$390**
Concrete Containment Pad Design	4.00	8.00	16.00				**$4,560**
Oil-Water Separator, Drainage, Design, Calculations, & Details	6.00	8.00	12.00				**$4,680**
Soil Boring and Soil Profile Plan	0.50		2.00				**$390**
Front End and Technical Spec Development	5.00			20.00	15.00		**$4,775**
Assembly of Site and Fuel Plans and Specifications	1.00			5.00	5.00		**$1,225**
Quantities and Cost Estimates	1.00	2.00	6.00				**$1,380**
Engineer's Design Report	4.00			5.00	6.00		**$2,210**
Project Management and Airport Coordination	2.00	2.00		5.00			**$1,460**
Sub-Totals by Personnel:	**$12,600.00**	**$7,200.00**	**$6,000.00**	**$4,000.00**	**$2,550.00**	**$199.50**	**$32,549.50**
						Miscellaneous Expenses	**$400.00**
							$32,949.50

Exhibit B - Table B3
Lynch - Fueling Sub-Consultant - Rogers Field Fuel Tanks - Design

	Principal Engineer (PE)	Senior Project Mgr	Mechanical PE / SR Permitting	Civil PE	Senior Structural	Senior Electrical	Senior Cad Designer	Cad Drafting	Admin	Permitting Specialist	Sub-Totals By Scope Item
Billing Rate	$250.00	$225.00	$225.00	$200.00	$200.00	$200.00	$140.00	$125.00	$100.00	$140.00	
Initial Site Visit		36.00							5.00		**$8,600**
PE Oversight and Sealing	30.00										**$7,500**
Planning & Coordination		12.00							5.00		**$3,200**
Plan Set up & Initial Coordination		4.00					8.00	6.00	2.00		**$2,970**
Concept Layout & Coordination		4.00	10.00				8.00	4.00			**$4,770**
Demolition Plans		10.00						4.00	2.00		**$2,950**
Mechanical System Design & Review		18.00	34.00				6.00	8.00		2.00	**$13,820**
Electrical Design & Review		4.00				40.00	3.00	8.00			**$10,320**
Civil Design (No Pavement) & Review		2.00		2.00			8.00				**$1,970**
Structural Design & Review		4.00			24.00		8.00				**$6,820**
Coordinate W/ Client per 75% plans		2.00	5.00				2.00				**$1,855**
Construction Estimate		8.00	2.00						2.00		**$2,450**
Finalize Plans		2.00	2.00			4.00	4.00	4.00			**$2,760**
Airport Submittal		2.00					2.00		2.00	4.00	**$1,490**
Respond to Airport Comments		4.00				2.00	4.00	1.00	2.00	2.00	**$2,465**
Prepare Apps & Submit to Bldg Plumas County Building Department		4.00	4.00		4.00	4.00			1.00	6.00	**$4,340**
Permitting & Code Compliance	5.00	6.00								40.00	**$8,200**
Respond to Bldg Dept Comments		6.00				6.00	0.00	6.00	2.00	2.00	**$3,780**
Prepare Submit FAA 7460-1		4.00					2.00	8.00		4.00	**$2,740**
Project Management	5.00	8.00							2.00		**$3,250**
Sub-Totals by Discipline:	**$10,000.00**	**$31,500.00**	**$12,825.00**	**$400.00**	**$5,600.00**	**$11,200.00**	**$7,700.00**	**$6,125.00**	**$2,500.00**	**$8,400.00**	**$96,250**
										Travel Expenses	**$3,350**
										Total Costs	**$99,600**

EXHIBIT C

ROGERS FIELD

EXPAND EXISTING FUEL STORAGE TANKS
ENGINEERING DESIGN

BRANDLEY ENGINEERING, INC.

SCHEDULE OF CHARGES

Engineering Services

Environmental Studies – Cat Ex	$ 3,600
Topographic Surveys	12,500
Geotechnical Studies	15,000
Engineering Design & Preparation of Plans and Specs	143,000
Engineering During Bid and Award	7,000
Total Proposed Engineering Fees Not to Exceed Without Prior Approval of County	$181,100

STANDARD SCHEDULE OF HOURLY RATES

Personnel

Principal Engineer	$300.00/Hour
Senior Engineer	$180.00/Hour
Junior Engineer	$120.00/Hour
Senior Drafter	$120.00/Hour
Junior Drafter	$100.00/Hour
Laboratory Technician	$90.00/Hour
Laboratory Apprentice	$50.00/Hour
Project Administrator	$100.00/Hour
Clerical	$85.00/Hour
Resident Engineer	$190.00/Hour
Apprentice	$95.00/Hour

Travel and Equipment Rental

Per Diem	$200/Day
Vehicle Rental	$50.00/Day + $0.67/Mile

Outside Consultants

Services by Outside Consultants	Cost + 10%

SUPPLEMENTAL SERVICES AGREEMENT NO. 6

(CONSULTING AIRPORT ENGINEER)

THIS SUPPLEMENTAL AGREEMENT is made and entered into this _____ day of_____ _____, 2025, by and between PLUMAS COUNTY, hereinafter referred to as COUNTY, and BRANDLEY ENGINEERING, INC., hereinafter referred to as ENGINEER:

W I T N E S S E T H:

WHEREAS, County has entered into a Special Services Agreement dated the 1st day of November 2023, with Engineer to perform engineering planning and design work, including design and construction supervision, for development of the Rogers Field, Chester; Gansner Field, Quincy, and Nervino Airport, Beckwourth, California, and

WHEREAS, County desires Engineer to perform specific services under the said Special Services Agreement,

NOW, THEREFORE, IN CONSIDERATION OF the covenants and agreements herein set forth, it is hereby agreed:

1. This agreement supplements said Special Services Agreement, and the terms of said Agreement apply hereto.

2. ***Project***

The project covered by this Supplemental Services Agreement shall include engineering services required for the engineering design of the Reseal Joints in Taxiway A Pavements project at Rogers Field in Chester, California.

3. ***Scope of Work***

Engineer shall provide the services described in the Scope of Work attached hereto as **Exhibit "A" Scope of Work – Reseal Joints in Taxiway A Pavements – Engineering Design** and incorporated herein by reference.

4. ***Compensation***

Engineer shall be paid in accordance with the fee schedule set forth in **Exhibit "B" Breakdown of Proposed Engineering Fees** attached hereto and made a part of this Agreement. Engineer's compensation shall not exceed Forty Thousand dollars ($40,000.00) without amendment to this SSA.

This work will be performed at standard billing rates shown in **Exhibit "C" Schedule of Charges** attached hereto and made a part of this Agreement.

5. ***Time of Completion***

The preparation of the engineering design, plans, and specifications will be completed within six (6) months of receipt of authorization to proceed.

IN WITNESS WHEREOF, the parties hereto have executed this Agreement the day and year first written above.

CONTRACTOR:

Brandley Engineering, a CA Corporation

By: _____
Name: R. Damon Brandley
Title: President
Date Signed:

By: _____
Name: Melissa Brandley
Title: CFO
Date Signed:

COUNTY:

PLUMAS COUNTY, a political subdivision of the State of California

By: _____

Name: Kevin Goss
Title: Chair, Board of Supervisors
Date Signed:

ATTEST:

By:_____
Name: Kristina Rogers
Title: Deputy Clerk of the Board
Date signed:

APPROVED AS TO FORM:

_____
Deputy County Counsel

EXHIBIT A

ROGERS FIELD
CHESTER, CALIFORNIA

SCOPE OF WORK
Reseal Joints in Taxiway A Pavements
Engineering Design

The project covered by this Agreement shall include the following work at Rogers Field, Chester, California:

- Reseal Joints in Taxiway A Pavements – Engineering Design

The scope of work covered by this Agreement shall include the following:

Phase 1 – Project Formulation – DBE Program and Goals Calculation

- Prepare DBE Program and Goals Calculation

Phase 2 – Environmental Studies – Cat Ex:

- Prepare environmental documents including Categorical Exclusion (NEPA)

Phase 3 – Joint Surveys:

- Conduct joint/crack surveys of the taxiway pavements

Phase 4 - Engineering Design Through Preparation of Plans and Specifications

- Perform complete engineering design.
- Prepare complete plans and specifications for this project, ready for bid
- Prepare Engineer's Report including engineer's estimate of construction costs for the proposed project and Construction Safety and Phasing Plan.

EXHIBIT B

ROGERS FIELD
CHESTER, PLUMAS COUNTY, CALIFORNIA

Reseal Joints in Taxiway A Pavements

BREAKDOWN OF ENGINEERING FEES

Project Formulation - DBE Program & Goals Calculation						
DBE Program & Goals Subconsultant				$ 6,834.00		
Subconsultant Mark Up - 10%				683.40		
Total Project Formulation				$ 7,517.40		
Total Project Formulation - Use					$	8,000.00
Environmental Studies - Cat Ex						
NEPA Project Manager				$ 1,300.00		
Subconsultant Markup - 10%				130.00		
Total Environmental Studies				$ 1,430.00		
Total Environmental Studies - Use						2,000.00
Joint Surveys						
Principal Engineer	15.0	Hrs. @	$ 300.00	$ 4,500.00		
Mileage	300.0	Miles. @	0.670	201.00		
Total Joint Surveys				$ 4,701.00		
Total Joint Surveys - Use						5,000.00
Engineering Design:						
Engineering Services up through Preparation of Plans, Specifications, and Reports						
Principal Engineer	26.0	Hrs. @	$ 300.00	$ 7,800.00		
Senior Design Engineer	32.0	Hrs. @	180.00	5,760.00		
Junior Engineer	55.0	Hrs. @	120.00	6,600.00		
Project Administrator	21.0	Hrs. @	100.00	2,100.00		
Clerical	21.0	Hrs. @	85.00	1,785.00		
Mileage	300.0	Miles @	0.670	201.00		
Miscellaneous - Printing, Shipping, etc.				500.00		
Total Engineering Design				$ 24,746.00		
Total Engineering Design - Use						25,000.00
Total Engineering						$ 40,000.00

EXHIBIT C

ROGERS FIELD

RESEAL JOINTS IN TAXIWAY A PAVEMENTS
ENGINEERING DESIGN

BRANDLEY ENGINEERING, INC.

SCHEDULE OF CHARGES

Engineering Services

DBE Program and Goals Calculation	$ 8,000
Environmental Studies – Cat Ex	2,000
Joint/Crack Surveys Taxiway and Apron	5,000
Engineering Design & Preparation of Plans and Specs	25,000
Total Proposed Engineering Fees Not to Exceed Without Prior Approval of County	$40,000

STANDARD SCHEDULE OF HOURLY RATES

Personnel

Principal Engineer	$300.00/Hour
Senior Engineer	$180.00/Hour
Junior Engineer	$120.00/Hour
Senior Drafter	$120.00/Hour
Junior Drafter	$100.00/Hour
Laboratory Technician	$90.00/Hour
Laboratory Apprentice	$50.00/Hour
Project Administrator	$100.00/Hour
Clerical	$85.00/Hour
Resident Engineer	$190.00/Hour
Apprentice	$95.00/Hour

Travel and Equipment Rental

Per Diem	$200/Day
Vehicle Rental	$50.00/Day + $0.67/Mile

Outside Consultants

Services by Outside Consultants	Cost + 10%

SUPPLEMENTAL SERVICES AGREEMENT NO. 7

(CONSULTING AIRPORT ENGINEER)

THIS SUPPLEMENTAL AGREEMENT is made and entered into this _____ day of_____ _____, 2025, by and between PLUMAS COUNTY, hereinafter referred to as COUNTY, and BRANDLEY ENGINEERING, INC., hereinafter referred to as ENGINEER:

W I T N E S S E T H:

WHEREAS, County has entered into a Special Services Agreement dated the 1st day of November 2023, with Engineer to perform engineering planning and design work, including design and construction supervision, for development of the Rogers Field, Chester; Gansner Field, Quincy, and Nervino Airport, Beckwourth, California, and

WHEREAS, County desires Engineer to perform specific services under the said Special Services Agreement,

NOW, THEREFORE, IN CONSIDERATION OF the covenants and agreements herein set forth, it is hereby agreed:

1. This agreement supplements said Special Services Agreement, and the terms of said Agreement apply hereto.

2. ***Project***

The project covered by this Supplemental Services Agreement shall include engineering services required for the engineering design of the Perimeter fencing project at Gansner Field in Quincy, California.

3. ***Scope of Work***

Engineer shall provide the services described in the Scope of Work attached hereto as **Exhibit "A" Scope of Work – Perimeter Fencing – Engineering Design** and incorporated herein by reference.

4. ***Compensation***

Engineer shall be paid in accordance with the fee schedule set forth in **Exhibit "B" Breakdown of Proposed Engineering Fees** attached hereto and made a part of this Agreement. Engineer's compensation shall not exceed Ninety-Three Thousand dollars ($93,000.00) without an amendment to this contract.

This work will be performed at standard billing rates shown in **Exhibit "C" Schedule of Charges** attached hereto and made a part of this Agreement.

5. ***Time of Completion***

The preparation of the engineering design, plans, and specifications will be completed within one year of receipt of authorization to proceed.

IN WITNESS WHEREOF, the parties hereto have executed this Agreement the day and year first written above.

CONTRACTOR:

Brandley Engineering, a CA Corporation

By: _____
Name: R. Damon Brandley
Title: President
Date Signed:

By: _____
Name: Melissa Brandley
Title: CFO
Date Signed:

COUNTY:

PLUMAS COUNTY, a political subdivision of the State of California

By: _____

Name: Kevin Goss
Title: Chair, Board of Supervisors
Date Signed:

ATTEST:

By: _____
Name: Kristina Rogers
Title: Deputy Clerk of the Board
Date signed:

APPROVED AS TO FORM:

_____
Deputy County Counsel

EXHIBIT A

GANSNER FIELD
QUINCY, CALIFORNIA

SCOPE OF WORK
Perimeter Fencing
Engineering Design

The project covered by this Agreement shall include the following work at Gansner Field, Quincy, California:

- Perimeter Fencing (11,550 ln. ft.) – Engineering Design

The scope of work covered by this Agreement shall include the following:

Phase 1 – Environmental Studies – Cat Ex:

- Prepare environmental documents including Categorical Exclusion (NEPA)

Phase 2 – Topographic Surveys

- Conduct drone and ground surveys of the proposed fence line.

Phase 3 – Project Scoping

- Meeting with staff and the County to determine the required scope of the project.

Phase 4 - Engineering Design Through Preparation of Plans and Specifications

- Perform complete engineering design.
- Prepare complete plans and specifications for this project, ready for bid
- Prepare Engineer's Report including engineer's estimate of construction costs for the proposed project and Construction Safety and Phasing Plan.

EXHIBIT B

GANSNER FIELD
QUINCY, PLUMAS COUNTY, CALIFORNIA

Perimeter Fencing - Design

BREAKDOWN OF ENGINEERING FEES

Environmental Studies - Cat Ex						
NEPA Project Manager					$ 6,900.00	
Subconsultant Markup - 10%					690.00	
Total Environmental Studies					$ 7,590.00	
Total Environmental Studies - Use						$ 8,000.00
Topographic Surveys						
Drone and Ground Survey for Fence Perimeter					$ 12,000.00	
Subconsultant Mark Up - 10%					1,200.00	
Senior Drafter	12.0	Hours @	120.00		1,440.00	
Total Topographic Surveys					$ 14,640.00	
Total Topographic Surveys - Use						15,000.00
Project Scoping						
Principal Engineer	16.0	Hrs. @	$ 300.00		$ 4,800.00	
Mileage	300.0	Miles. @	0.67		201.00	
Total Project Scoping					$ 5,001.00	
Total Project Scoping - Use						5,000.00
Engineering Design:						
Engineering Services up through Preparation of Plans, Specifications, and Reports						
Principal Engineer	70.0	Hrs. @	$ 300.00		$ 21,000.00	
Senior Design Engineer	84.0	Hrs. @	180.00		15,120.00	
Junior Engineer	150.0	Hrs. @	120.00		18,000.00	
Project Administrator	55.0	Hrs. @	100.00		5,500.00	
Clerical	55.0	Hrs. @	85.00		4,675.00	
Mileage	300.0	Miles @	0.670		201.00	
Miscellaneous - Printing, Shipping, etc.					500.00	
Total Engineering Design					$ 64,996.00	
Total Engineering Design - Use						65,000.00
Total Engineering						$ 93,000.00

EXHIBIT C

GANSNER FIELD

PERIMETER FENCING
ENGINEERING DESIGN

BRANDLEY ENGINEERING, INC.

SCHEDULE OF CHARGES

Engineering Services	
Environmental Studies – Cat Ex	$ 8,000
Topographic Surveys	15,000
Project Scoping	5,000
Engineering Design & Preparation of Plans and Specs	65,000
Total Proposed Engineering Fees Not to Exceed Without Prior Approval of County	$93,000

STANDARD SCHEDULE OF HOURLY RATES

Personnel

Principal Engineer	$300.00/Hour
Senior Engineer	$180.00/Hour
Junior Engineer	$120.00/Hour
Senior Drafter	$120.00/Hour
Junior Drafter	$100.00/Hour
Laboratory Technician	$90.00/Hour
Laboratory Apprentice	$50.00/Hour
Project Administrator	$100.00/Hour
Clerical	$85.00/Hour
Resident Engineer	$190.00/Hour
Apprentice	$95.00/Hour

Travel and Equipment Rental

Per Diem	$200/Day
Vehicle Rental	$50.00/Day + $0.67/Mile

Outside Consultants

Services by Outside Consultants	Cost + 10%

SUPPLEMENTAL SERVICES AGREEMENT NO. 8

(CONSULTING AIRPORT ENGINEER)

THIS SUPPLEMENTAL AGREEMENT is made and entered into this _____ day of_____ _____, 2025, by and between PLUMAS COUNTY, hereinafter referred to as COUNTY, and BRANDLEY ENGINEERING, INC., hereinafter referred to as ENGINEER:

W I T N E S S E T H:

WHEREAS, County has entered into a Special Services Agreement dated the 1st day of November 2023, with Engineer to perform engineering planning and design work, including design and construction supervision, for development of the Rogers Field, Chester; Gansner Field, Quincy, and Nervino Airport, Beckwourth, California, and

WHEREAS, County desires Engineer to perform specific services under the said Special Services Agreement,

NOW, THEREFORE, IN CONSIDERATION OF the covenants and agreements herein set forth, it is hereby agreed:

1. This agreement supplements said Special Services Agreement, and the terms of said Agreement apply hereto.

2. ***Project***

The project covered by this Supplemental Services Agreement shall include engineering services required for the engineering design of the Snow Removal Equipment Building project at Gansner Field in Quincy, California.

3. ***Scope of Work***

Engineer shall provide the services described in the Scope of Work attached hereto as **Exhibit "A" Scope of Work – Snow Removal Equipment Building – Engineering Design** and incorporated herein by reference.

4. ***Compensation***

Engineer shall be paid in accordance with the fee schedule set forth in **Exhibit "B" Breakdown of Proposed Engineering Fees** attached hereto and made a part of this Agreement. Engineer's compensation shall in no case exceed One Hundred and Thirty Eight Thousand dollars ($138,000.00).

This work will be performed at standard billing rates shown in **Exhibit "C" Schedule of Charges** attached hereto and made a part of this Agreement.

5. ***Time of Completion***

The preparation of the engineering design, plans, and specifications will be completed within one year of receipt of authorization to proceed.

IN WITNESS WHEREOF, the parties hereto have executed this Agreement the day and year first written above.

CONTRACTOR:

Brandley Engineering, a CA Corporation

By: _____
Name: R. Damon Brandley
Title: President
Date Signed:

By: _____
Name: Melissa Brandley
Title: CFO
Date Signed:

COUNTY:

PLUMAS COUNTY, a political subdivision of the State of California

By: _____

Name: Kevin Goss
Title: Chair, Board of Supervisors
Date Signed:

ATTEST:

By:_____
Name: Kristina Rogers
Title: Deputy Clerk of the Board
Date signed:

APPROVED AS TO FORM:

_____
Deputy County Counsel

EXHIBIT A

GANSNER FIELD
QUINCY, CALIFORNIA

SCOPE OF WORK
Snow Removal Equipment Building
Engineering Design

The project covered by this Agreement shall include the following work at Gansner Field, Quincy, California:

- Snow Removal Equipment Building (36' x 50') – Engineering Design

The scope of work covered by this Agreement shall include the following:

Project Scoping

- Discussions with County to define needs and quantity, type, and size of equipment to be stored in proposed building and utility requirements.
- Analysis of eligible snow removal equipment.
- Site layout.
- Preliminary planning for building utilities.
- Prepare Pen and Ink ALP Update.
- Preliminary cost estimates.

Environmental Studies – Cat Ex:

- Prepare environmental documents including Categorical Exclusion (NEPA)

Topographic Surveys

- Conduct topographic surveys of the proposed building area.

Geotechnical Studies

- Perform geotechnical studies and pavement design.

Engineering Design Through Preparation of Plans and Specifications

- Perform complete engineering design.
- Prepare complete plans and specifications for this project, ready for bid
- Prepare Engineer's Report including engineer's estimate of construction costs for the proposed project and Construction Safety and Phasing Plan.

EXHIBIT B

GANSNER FIELD
QUINCY, PLUMAS COUNTY, CALIFORNIA

Snow Removal Equipment Building - Design

BREAKDOWN OF ENGINEERING FEES

Project Scoping					
Principal Engineer	4.0 Hrs. @	$ 300.00	$ 1,200.00		
Senior Design Engineer	4.0 Hrs. @	180.00	720.00		
Junior Engineer	4.0 Hrs. @	120.00	480.00		
Project Administrator	1.0 Hrs. @	100.00	100.00		
Clerical	- Hrs. @	85.00	-		
Total Project Scoping			$ 2,500.00		
Total Project Scoping - Use				$	3,000.00
Environmental Studies - Cat Ex					
NEPA Project Manager			$ 6,200.00		
Subconsultant Mark Up - 10%			620.00		
Principal Engineer	4.0 Hrs. @	$ 300.00	$ 1,200.00		
Total Environmental Studies			$ 8,020.00		
Total Environmental Studies - Use					9,000.00
Topographic Surveys					
2 Man Survey Crew (1 day)			$ 3,000.00		
Subconsultant Mark Up - 10%			300.00		
Senior Drafter	4.0 Hours @	120.00	480.00		
Total Topographic Surveys			$ 3,780.00		
Total Topographic Surveys - Use					4,000.00
Geotechnical Studies					
Geotechnical Engineer Subconsultant		Lump Sum	21,400.00		
Subconsultant Markup @ 10%			2,140.00		
Total Geotechnical Studies			$ 23,540.00		
Total Geotechnical Studies - Use					24,000.00
Engineering Design:					
Engineering Services up through Preparation of Plans, Specifications, and Reports					
Principal Engineer	70.0 Hrs. @	$ 300.00	$ 21,000.00		
Senior Design Engineer	60.0 Hrs. @	180.00	10,800.00		
Junior Engineer	80.0 Hrs. @	120.00	9,600.00		
Project Administrator	40.0 Hrs. @	100.00	4,000.00		
Clerical	30.0 Hrs. @	85.00	2,550.00		
Architect Subconsultant			45,500.00		
Subconsultant Markup @ 10%			4,550.00		
Total Engineering Design			$ 98,000.00		
Total Engineering Design - Use					98,000.00
Total Engineering					$ 138,000.00

EXHIBIT C

GANSNER FIELD

SNOW REMOVAL EQUIPMENT BUILDING
ENGINEERING DESIGN

BRANDLEY ENGINEERING, INC.

SCHEDULE OF CHARGES

Engineering Services	
Project Scoping	$ 3,000
Environmental Studies – Cat Ex	9,000
Topographic Surveys	4,000
Geotechnical Studies	24,000
Engineering Design & Preparation of Plans and Specs	98,000
Total Proposed Engineering Fees Not to Exceed Without Prior Approval of County	$138,000

STANDARD SCHEDULE OF HOURLY RATES

Personnel

Principal Engineer	$300.00/Hour
Senior Engineer	$180.00/Hour
Junior Engineer	$120.00/Hour
Senior Drafter	$120.00/Hour
Junior Drafter	$100.00/Hour
Laboratory Technician	$90.00/Hour
Laboratory Apprentice	$50.00/Hour
Project Administrator	$100.00/Hour
Clerical	$85.00/Hour
Resident Engineer	$190.00/Hour
Apprentice	$95.00/Hour

Travel and Equipment Rental

Per Diem	$200/Day
Vehicle Rental	$50.00/Day + $0.70/Mile

Outside Consultants

Services by Outside Consultants	Cost + 10%

PLUMAS COUNTY
SOCIAL SERVICES DEPARTMENT
MEMORANDUM

TO: **Honorable Chair and Board of Supervisors**

FROM:

MEETING DATE: **November 4, 2025**

SUBJECT: **Social Services**

Recommendation:

.

Background and Discussion:

.

Action:

.

Fiscal Impact:

.

Attachments:
None

PLUMAS COUNTY
SOCIAL SERVICES DEPARTMENT
MEMORANDUM

TO:	**Honorable Chair and Board of Supervisors**
FROM:	**Jennifer Bromby, Office Supervisor**
MEETING DATE:	**November 4, 2025**
SUBJECT:	**CalFresh Update Presentation; discussion and possible staff direction.**

Recommendation:
CalFresh Update Presentation; discussion and possible staff direction.

Background and Discussion:
.

Action:

CalFresh Update Presentation; discussion and possible staff direction.

Fiscal Impact:

No General Fund Impact.

Attachments:
1. CalFresh update

CalFresh
Federal Government Shutdown Update

CalFresh

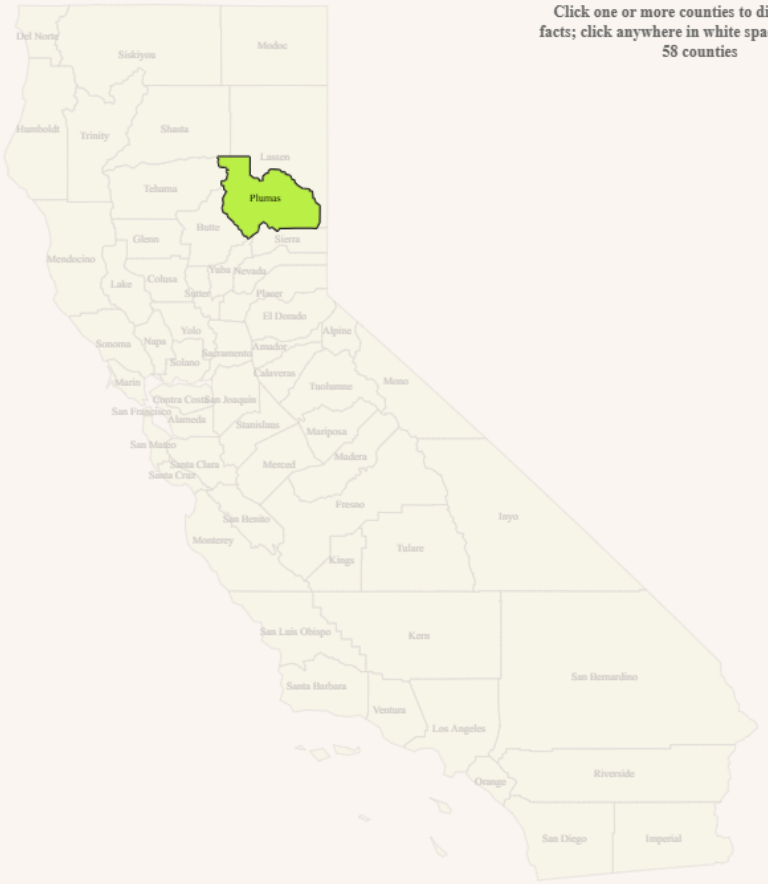


CalFresh, Known federally as the Supplemental Assistance Program or SNAP, provides monthly food benefits to individuals and families with low-income and provides economic benefits to communities. CalFresh is the largest food program in California and provides as essential hunger safety net. CalFresh is federal mandated and in California, is state-supervised and county-operated.



The amount of benefits a household receives is dependent on household size countable income, and monthly expenses, such as housing and utilities. The program issues monthly benefits on an Electronic Benefit Transfer (EBT) card. Food may be purchased at any grocery store or farmers market that accepts EBT cards.

CalFresh Data Dashboard



Click one or more counties to display quick facts; click anywhere in white space to select all 58 counties

Quick Facts

Plumas

June 2025

CF persons	2,423
CF households	1,566
Applications received	87
Online applications received	51
Applications approved	36
Applications denied	25
Total issuances*	$456,528
Federal issuances*	$455,420
State issuances	$1,108

**Due to the issuance of CalFresh Emergency Allotments in response to COVID-19, issuance data for the period April 2020 through July 2020 is inconsistent. For trend and analysis purposes, these months should be excluded.*

July 2024

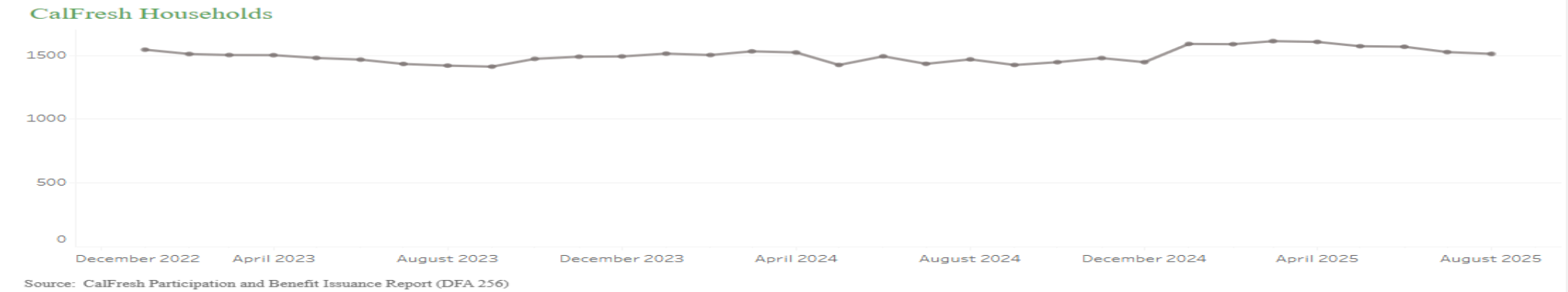
Child-only households	10
Child-only persons	23
CalFresh/Medi-Cal dual-enrollees	1,990

Point-in-time 2024

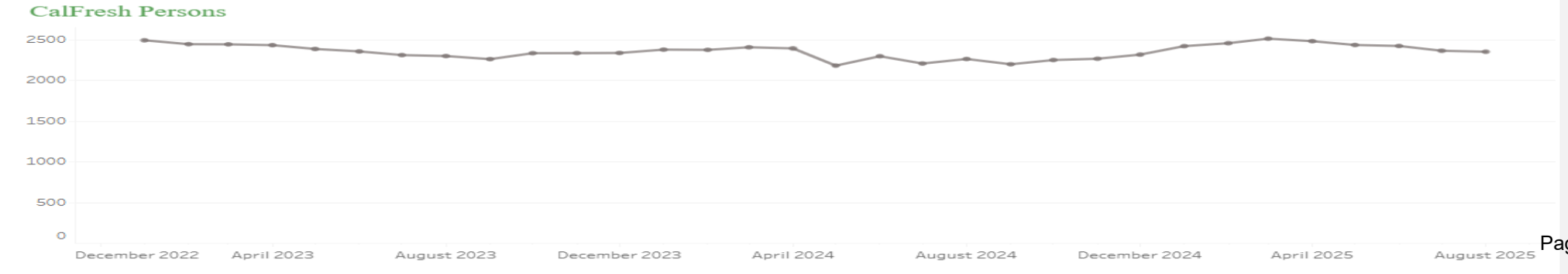
CalFresh children under18	651
CalFresh persons age 18 - 59	1,144
CalFresh persons age 60 and over	549
CalFresh persons ESL	38

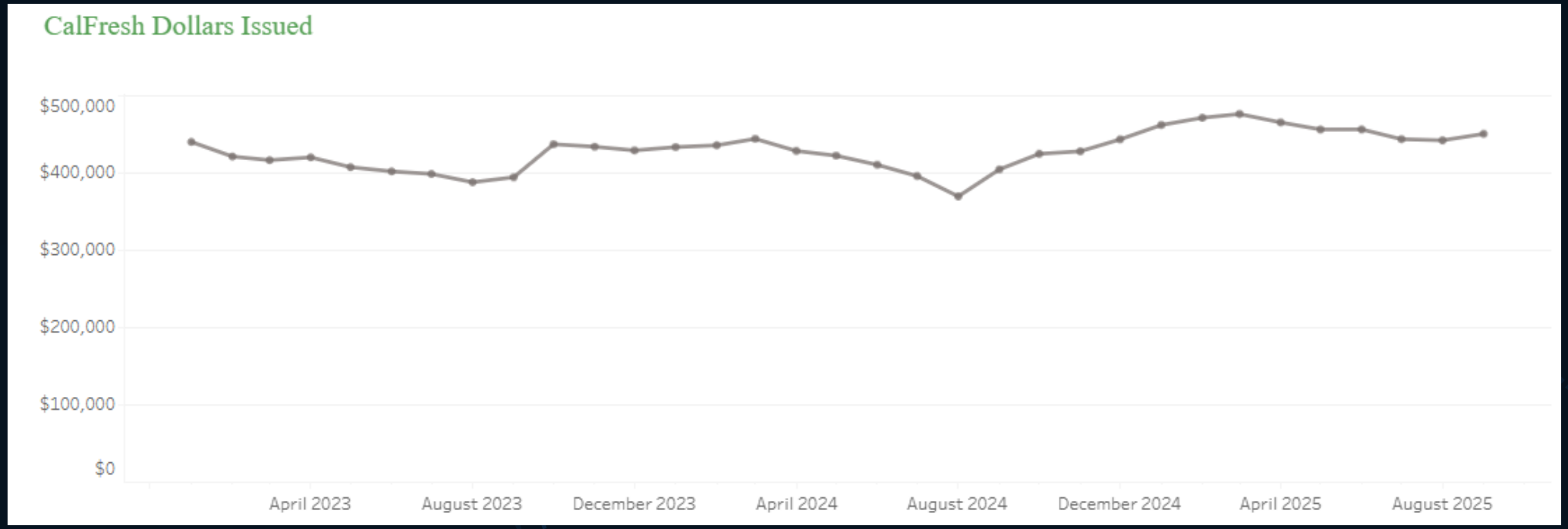
Monthly Participation

As of October 27, 2025 Plumas County has 1,566 cases and 2,379 persons receiving CalFresh benefits.



Source: CalFresh Participation and Benefit Issuance Report (DFA 256)





CalFresh Dollars Issued

September 2025 CalFresh issuance for Plumas County was $451,801

Governor Gavin Newsom's Announcement

- **What was announced:** California is fast-tracking up to $80 million in state funds, as well as deploying the California National Guard and California Volunteers to support food banks as the ongoing federal government shutdown begins to delay SNAP food benefits for 5.5 million Californians.
- **What you need to know:**
  - No California National Guard troops are being sent to Plumas County.
  - Plumas County was not allocated a portion of the $80 million One-Time CalFood funds for eligible provider agencies.



US Department of Agriculture memo

- ***Despite their willingness, States cannot cover the cost of benefits and be reimbursed.***
- *Unlike other reimbursable programs, SNAP allotments are fully Federally funded. States are responsible for determining household benefits, and the movement of dollars through to the processors and ultimately to the retailers. There is no provision or allowance under current law for States to cover the cost of benefits and be reimbursed*

CalWORKS, Child Welfare, IHSS, & Child Care

- CalWORKs -No disruptions to CalWORKs funding anticipated for December 2025 benefits and CWD administrative costs.
- Adoption Assistance Program – Current funding is expected to last through December 2025.
- Foster Care Title IV-E Funding – On October 8, 2025, California received quarterly Federal funds. Foster care payments are expected to be covered through December 2025.
- In-Home Supportive Services (IHSS) – Current funding is expected to last until January 2026.
- Child Care Development Fund (CCDF) – Child Care and Development Block Grant (CCDBG) and CCDF Discretionary Funds should have sufficient funding to cover expenses through March 2026.

CDSS CalFresh FAQs



November CalFresh Benefits

Due to the **federal government shutdown**, the U.S. Department of Agriculture is not sending money to states for November CalFresh (SNAP) benefits.

This means **your county cannot add money to your EBT card** until federal funding is restored.

This impacts all CalFresh households and cannot be appealed.

You can **keep using your existing benefits as usual.**

If you need food now, visit cafoodbanks.org/find-food to find your local food bank.

QR Code Link: CDSS CalFresh FAQs

Visit *cdss.ca.gov* for the latest information.

CalFresh FOOD | CDSS Funded by USDA SNAP, an equal opportunity provider.



Beneficios CalFresh de noviembre

Debido al **cierre del gobierno federal**, el Departamento de Agricultura de los EE. UU. no está enviando dinero a los estados para los beneficios de CalFresh (SNAP) de noviembre.

Esto significa que **su condado no puede agregar dinero a su tarjeta EBT** hasta que se restablezca la financiación federal.

Esto afecta a todos los hogares de CalFresh y no se puede apelar.

Puede **seguir utilizando sus beneficios existentes como de costumbre.**

Si necesita alimentos ahora, visite cafoodbanks.org/find-food para encontrar su banco de alimentos local.

Enlace de código QR:
Preguntas frecuentes sobre CalFresh

Visite *cdss.ca.gov* para la información más reciente.

CalFresh FOOD | CDSS Financiado por USDA SNAP, un proveedor que ofrece igualdad de oportunidades.

Food Bank Resources

FOOD BANK RESOURCES



Assistance	Connection	Availability
Plumas Crisis Intervention Resource Center	(530)283-5515 591 Main St. Quincy	Monday, Tuesday, Thursday 8-12, 1-5
Portola Crisis Intervention Resource Center	(530)240 0697 165 Ridge St Portola 24/7 Crisis line 1(833)723-2968	Monday 8-12, 12:30-5 Tuesday and Thursday 8-5
C.A.N	(530)283-0262 176 Lawrence St Quincy	Monday, Wednesday, Friday 10-12 Tuesday, Thursday 2-4
Chester Wellness & Family Resource Center	(530)283-6307 372 Main St, Chester	Monday – Friday 9-4
Almanor Basin Food Pantry	(510)708-9237 386 Main St, Chester	2nd and 4th Saturday, 10-Noon
Helping Hands	(408)422-7080 386 Main St. Chester	Tuesdays and Thursdays, limit 24x per year, must have proof of residence
Indian Valley Food Pantry	(503)388-2349 Debbie Castel 224 Mill Street, Greenville	Friday 12-3

PLUMAS COUNTY
SHERIFFS DEPARTMENT
MEMORANDUM

TO:	**Honorable Chair and Board of Supervisors**
FROM:	**Chad Hermann, Sheriff**
MEETING DATE:	**November 4, 2025**
SUBJECT:	**Adopt RESOLUTION Sheriff Patrol Commander Classification Base Wage to $42.09/hour; (General Fund Impact) as approved in FY25/26 adopted budget (70330 / 51000), Sheriff / Regular Wages; approved as to form by County Counsel; discussion and possible action. Roll call vote**

Recommendation:

Adopt **RESOLUTION** Sheriff Patrol Commander Classification Base Wage to $42.09/hour; (General Fund Impact) as approved in FY25/26 adopted budget (70330 / 51000), Sheriff / Regular Wages; approved as to form by County Counsel; discussion and possible action. **Roll call vote**

Background and Discussion:

At the October 21, 2025 Board of Supervisors meeting, the Board approved the restructuring of the Sheriff's Office organizational chart but the wage resolution was not attached to the initial resolution. This resolution will correct the classification base wage reflecting the supervisory responsibilities between the Patrol Commander and Investigations/ Cannabis Code Enforcement Supervisor.

Action:

Adopt **RESOLUTION** Sheriff Patrol Commander Classification Base Wage to $42.09/hour; (General Fund Impact) as approved in FY25/26 adopted budget (70330 / 51000), Sheriff / Regular Wages; approved as to form by County Counsel; discussion and possible action. **Roll call vote**

Fiscal Impact:

(General Fund Impact) as approved in FY25/26 adopted) budget (70330 / 51000), Sheriff / Regular Wages; approved as to form by County Counsel; discussion and possible action. **Roll call vote**

Attachments:

1. Resolution Patrol Commander Wage FINAL

RESOLUTION NO. 2025-_____

RESOLUTION ADOPTING SHERIFF PATROL COMMANDER CLASSIFICATION BASE WAGE TO $42.09/HOUR.

WHEREAS, Plumas County Personnel Rule 5 provides amendments to be made by resolution of the classification plan covering all positions in the County service; and

WHEREAS, during the fiscal year needs may arise to amend the Classification Plan, position allocation, and funding revenues; and

WHEREAS, the Interim Human Resources Director has updated the Sheriff Patrol Commander job classification base wage to eliminate compaction due to the reclassification of Sheriff Investigations Sergeant/Code Compliance Supervisor into the Sheriff Patrol Commander's supervisory responsibilities.

WHEREAS, this position is in the Sheriff's Mid Management Unit and meet and confer obligations have been met.

NOW, THEREFORE BE IT RESOLVED by the County of Plumas Board of Supervisors as follows:

1) Approve a base wage of $42.09/hour to eliminate compaction between the positions.

The foregoing Resolution is duly passed and adopted by the Board of Supervisors of the County of Plumas, State of California, at a regular meeting of said Board held on the 4th day of November, 2025, by the following vote:

AYES: Supervisors:

NOES: Supervisors

ABSENT: Supervisors

_____
Kevin Goss, Chair
Board of Supervisors

ATTEST:

_____
Allen Hiskey, Clerk of the Board

Approved as to form:

_____
Sara James, Attorney
County Counsel's Office

PLUMAS COUNTY
PUBLIC HEALTH AGENCY
MEMORANDUM

TO:	**Honorable Chair and Board of Supervisors**
FROM:	**Audrey Rice, Management Analyst I**
MEETING DATE:	**November 4, 2025**
SUBJECT:	**Approve and authorize Chair to ratify and sign an agreement between Plumas County Public Health Agency and Chesley D. Pence Jr. dba Chillergy, to provide maintenance and repairs on the refrigerators and freezers at the Senior Nutrition Sites; effective July 1, 2025; not to exceed $9,999.00; partial General Fund Impact and** Senior Nutrition funded**; approved as to form by County Counsel.**

Recommendation:
The Director of the Public Health Agency respectfully recommends that the Chair ratify and sign an agreement with Chesley D. Pence Jr. dba Chillergy, to provide maintenance and repairs on the refrigerators and freezers at the Senior Nutrition Sites.

Background and Discussion:
Contractor shall provide maintenance and repairs on the refrigerators and freezers at the Senior Nutrition Sites as requested by the Director of Senior Services.
All work will comply with the California Building and Electrical Codes and all applicable state and federal laws and regulations.

Action:

Approve and authorize Chair to ratify and sign an agreement between Plumas County Public Health Agency and Chesley D. Pence Jr. dba Chillergy, to provide maintenance and repairs on the refrigerators and freezers at the Senior Nutrition Sites; effective July 1, 2025; not to exceed $9,999.00; partial General Fund Impact and Senior Nutrition funded; approved as to form by County Counsel.

Fiscal Impact:

Partial General Fund Impact and Senior Nutrition funded.

Attachments:
1. SN2526CHILL

SN2526CHILL

Services Agreement

This Agreement is made by and between the COUNTY OF PLUMAS, a political subdivision of the State of California, by and through its **Public Health Agency** (hereinafter referred to as "County"), and Chesley D. Pence Jr., a sole propriteor dba Chillergy (hereinafter referred to as "Contractor").

The parties agree as follows:

1. Scope of Work. Contractor shall provide the County with services as set forth in Exhibit A, attached hereto.

2. Compensation. County shall pay Contractor for services provided to County pursuant to this Agreement in the manner set forth in Exhibit B, attached hereto. The total amount paid by County to Contractor under this Agreement shall not exceed Nine Thousand Nine Hundred Ninety-Nine Dollars and 00/100 ($9,999.00).

3. Term. The term of this agreement shall be from July 1, 2025, through June 30, 2026, unless terminated earlier as provided herein. County's Board of Supervisors hereby ratifies, and approves for payment, services provided by Contractor from July 1, 2025, to the date of approval of this Agreement by the Board of Supervisors.

4. Termination. Either party may terminate this agreement by giving thirty (30) days written notice to the other party.

5. Non-Appropriation of Funds. It is mutually agreed that if, for the current fiscal year and/or any subsequent fiscal years covered under this Agreement, insufficient funds are appropriated to make the payments called for by this Agreement, this Agreement shall be of no further force or effect. In this event, the County shall have no liability to pay any further funds whatsoever to Contractor or furnish any other consideration under this Agreement and Contractor shall not be obligated to perform any further services under this Agreement. If funding for any fiscal year is reduced or deleted for the purposes of this program, the County shall have the option to either cancel this Agreement with no further liability incurring to the County, or offer an amendment to Contractor to reflect the reduced amount available to the program. The parties acknowledge and agree that the limitations set forth above are required by Article XVI, section 18 of the California Constitution. Contractor acknowledges and agrees that said Article XVI, section 18 of the California Constitution supersedes any conflicting law, rule, regulation or statute.

6. Warranty and Legal Compliance. The services provided under this Agreement are non-exclusive and shall be completed promptly and competently. Contractor shall guarantee all parts and labor for a period of one year following the expiration of the term of this Agreement unless otherwise specified in Exhibit A. Contractor agrees to comply with all applicable terms of state and federal laws and regulations, all applicable grant funding conditions, and all applicable terms of the Plumas County Code and the Plumas County Purchasing and Practice Policies.

7. Amendment. This Agreement may be amended at any time by mutual agreement of the parties, expressed in writing and duly executed by both parties. No alteration of the terms of this Agreement shall be valid or binding upon either party unless made in writing and duly executed by both parties.

8. Indemnification. To the furthest extent permitted by law (including without limitation California Civil Code Sections 2782 and 2782.8, if applicable), County shall not be liable for, and Contractor shall defend and indemnify County and its officers, agents, employees, and volunteers (collectively "County Parties"), against any and all claims, deductibles, self-insured retentions, demands, liability, judgments, awards, fines, mechanics' liens or other liens, labor disputes, losses, damages, expenses, charges or costs of any kind or character, including attorney's fees and court costs (hereinafter collectively referred to as "Claims"), which arise out of or are in any way connected to the work covered by this Agreement arising either directly or indirectly from any act, error, omission or negligence of Contractor or its officers, employees, agents, contractors, licensees or servants, including, without limitation, Claims caused by the concurrent negligent act, error or omission, whether active or passive of County Parties. Contractor shall have no obligation, however, to defend or indemnify County Parties from a Claim if it is determined by a court of competent jurisdiction that such Claim was caused by the sole negligence or willful misconduct of County Parties. The obligations of this indemnity shall be for the full amount of all damage to County, including defense costs, and shall not be limited by any insurance limits.

9. Insurance. Contractor agrees to maintain the following insurance coverage throughout the term of this Agreement:

   a. Commercial general liability (and professional liability, if applicable to the services provided) coverage, with minimum per occurrence limit of the greater of (i) the limit available on the policy, or (ii) one million dollars ($1,000,000).

   b. Automobile liability coverage (including non-owned automobiles), with minimum bodily injury limit of the greater of (i) the limit available on the policy, or (ii) two-hundred fifty thousand dollars ($250,000) per person and five hundred thousand dollars ($500,000) per accident, as well as a minimum property damage limit of the greater of (i) the limit available on the policy, or (ii) fifty thousand dollars ($50,000) per accident.

   c. Each policy of commercial general liability (and professional liability, if applicable to the services provided) coverage and automobile liability coverage (including non-owned automobiles) shall meet the following requirements:

      i. Each policy shall be endorsed to name the County, its officers, officials, employees, representatives and agents (collectively, for the purpose of this section 9, the "County") as additional insureds. The Additional Insured

endorsement shall be at least as broad as ISO Form Number CG 20 38 04 13; and

ii. All coverage available under such policy to Contractor, as the named insured, shall also be available and applicable to the County, as the additional insured; and

iii. All of Contractor's available insurance proceeds in excess of the specified minimum limits shall be available to satisfy any and all claims of the County, including defense costs and damages; and

iv. Any insurance limitations are independent of and shall not limit the indemnification terms of this Agreement; and

v. Contractor's policy shall be primary insurance as respects the County, its officers, officials, employees, representatives and agents, and any insurance or self-insurance maintained by the County, its officers, officials, employees, representatives and agents shall be in excess of the Contractor's insurance and shall not contribute with it, and such policy shall contain any endorsements necessary to effectuate this provision. The primary and non-contributory endorsement shall be at least as broad as ISO Form 20 01 04 13; and

vi. To the extent that Contractor carries any excess insurance policy applicable to the work performed under this Agreement, such excess insurance policy shall also apply on a primary and non-contributory basis for the benefit of the County before the County's own primary insurance policy or self-insurance shall be called upon to protect it as a named insured, and such policy shall contain any endorsements necessary to effectuate this provision.

d. Workers Compensation insurance in accordance with California state law.

If requested by County in writing, Contractor shall furnish a certificate of insurance satisfactory to County as evidence that the insurance required above is being maintained. Said certificate of insurance shall include a provision stating that the insurers will not cancel the insurance coverage without thirty (30) days' prior written notice to the County. County reserves the right to require complete, certified copies of all required insurance policies, including endorsements affecting the coverage required by these specifications at any time. Contractor shall require all subcontractors to comply with all indemnification and insurance requirements of this agreement, and Contractor shall verify subcontractor's compliance.

10. Licenses and Permits. Contractor represents and warrants to County that it or its principals have all licenses, permits, qualifications, and approvals of whatsoever nature that are legally required for Contractor to practice its profession and to perform its duties and obligations under this Agreement. Contractor represents and warrants to County that Contractor shall, at its sole cost and expense, keep in effect at all times during the term of

this Agreement any licenses, permits, and approvals that are legally required for Contractor or its principals to practice its professions and to perform its duties and obligations under this Agreement.

11. Relationship of Parties. It is understood that Contractor is not acting hereunder as an employee of the County, but solely as an independent contractor. Contractor, by virtue of this Agreement, has no authority to bind, or incur any obligation on behalf of, County. Except as expressly provided in this Agreement, Contractor has no authority or responsibility to exercise any rights or power vested in County. It is understood by both Contractor and County that this Agreement shall not under any circumstances be construed or considered to create an employer-employee relationship or joint venture.

12. Business-to-Business Relationship. Contractor represents and warrants that Contractor is an individual acting as a sole proprietor, or a business entity formed as a partnership, limited liability company, limited liability partnership, or corporation ("business service provider") that customarily provides services of the same nature as the services provided for County under this Agreement. Contractor represents and warrants that Contractor advertises these services to and contracts with entities other than County. Contractor represents and warrants that Contractor maintains a separate business location and has all required business licenses and tax registration, if any, in order to perform services under this Agreement. Contractor shall have the right to set their own hours and location of work, consistent with the nature of the services provided under this Agreement. Contractor shall determine the method, means and manner of performance of, but not limited to, such matters as outlined in Exhibit "A" without restriction by County. County is interested only in the results to be achieved from Contractor's performance of the services. Contractor shall provide their own resources and equipment and direct their operation in all respects when necessary to perform these services. Notwithstanding this Agreement, Contractor shall have the right to provide the same or similar services to entities other than the County without restriction. County shall have no authority, control, or liability regarding Contractor's performance or activities before or after each instance that Contractor may perform under this Agreement. Contractor will at all times indemnify and hold County, and their respective agents, contractors and employees harmless from any and all claims, damages, liabilities and costs (including attorneys' fees) arising out of any material breach by Contractor of any representation, warrant or agreement made by Contractor hereunder or arising out of Contractor's services.

13. Assignment. Contractor may not assign, subcontract, sublet, or transfer its interest in this Agreement without the prior written consent of the County.

14. Non-discrimination. Contractor agrees not to discriminate in the provision of service under this Agreement on the basis of race, color, religion, marital status, national origin, ancestry, sex, sexual orientation, physical or mental handicap, age, or medical condition.

15. Choice of Law. The laws of the State of California shall govern this agreement.

16. Interpretation. This agreement is the result of the joint efforts of both parties and their attorneys. The agreement and each of its provisions will be interpreted fairly, simply, and not strictly for or against either party.

17. Integration. This Agreement constitutes the entire understanding between the parties respecting the subject matter contained herein and supersedes any and all prior oral or written agreements regarding such subject matter.

18. Severability. The invalidity of any provision of this Agreement, as determined by a court of competent jurisdiction, shall in no way affect the validity of any other provision hereof.

19. Headings. The headings and captions contained in this Agreement are for convenience only, and shall be of no force or effect in construing and interpreting the provisions of this Agreement.

20. Waiver of Rights. No delay or failure of either party in exercising any right, and no partial or single exercise of any right, shall be deemed to constitute a waiver of that right or any other right.

21. Conflict of Interest. The parties to this Agreement have read and are aware of the provisions of Government Code section 1090 *et seq.* and section 87100 *et seq.* relating to conflicts of interest of public officers and employees. Contractor represents that it is unaware of any financial or economic interest of any public officer or employee of County relating to this Agreement. It is further understood and agreed that if such a financial interest does exist at the inception of this Agreement and is later discovered by the County, the County may immediately terminate this Agreement by giving written notice to Contractor.

22. Notice Addresses. All notices under this Agreement shall be effective only if made in writing and delivered by personal service or by mail and addressed as follows. Either party may, by written notice to the other, change its own mailing address.

County:

Public Health Agency
County of Plumas
270 County Hospital Road, Suite 206
Quincy, CA 95971
Attention: Nicole Reinert, Director

Contractor:

Chillergy
1172 Beskeen Lane
Quincy, CA 95971
Attn: Chesley D. Pence Jr., Owner

23. Time of the Essence. Time is hereby expressly declared to be of the essence of this Agreement and of each and every provision thereof, and each such provision is hereby made and declared to be a material, necessary, and essential part of this Agreement.

24. Contract Execution. Each individual executing this Agreement on behalf of Contractor represents that he or she is fully authorized to execute and deliver this Agreement.

25. Ukraine Sanctions. Pursuant to Executive Order N-6-22 Contractor is aware that as a compliance with the economic sanctions imposed in response to Russia's actions in Ukraine is required, including with respect to, but not limited to, the federal executive orders identified in the EO and the sanctions identified on the U.S. Department of the Treasury website (https://home.treasury.gov/policy-issues/financial-sanctions/sanctions-programs-and-country-information/ukraine-russia-related-sanctions). Failure to comply may result in the termination of this agreement.

26. Suspension and Debarment. The County does not employ vendors or contractors who are listed on the National World Wide Web Site System for Award Management (sam.gov) by Federal General Services Administration (GSA) for the purpose of disseminating information on parties that are debarred from receiving Federal contracts, certain subcontracts, and certain Federal financial and nonfinancial assistance and benefits, pursuant to the provisions of 31 U.S.C. 6101, note, E.O. 12549, E.O. 12689, 48 CFR 9.404, and each agency's codification of the Common Rule for Non-procurement suspension and debarment.

a. This Contract is a covered transaction for purposes of 2 C.F.R. pt. 180 and 2 C.F.R. pt. 3000. As such, the Contractor is required to verify that none of the Contractor, its principals (defined at 2 C.F.R. § 180.995), or its affiliates (defined at 2 C.F.R. § 180.905) are excluded (defined at 2 C.F.R.§ 180.940) or disqualified (defined at 2 C.F.R. § 180.935).

b. The Contractor must comply with 2 C.F.R. pt. 180, subpart C and 2 C.F.R. pt. 3000, subpart C and must include a requirement to comply with these regulations in any lower tier covered transaction it enters into.

c. This certification is a material representation of fact relied upon by the County. If it is later determined that the Contractor did not comply with 2 C.F.R. pt. 180, subpart C and 2 C.F.R. pt. 3000, subpart C, in addition to remedies available to the County, the Federal Government may pursue available remedies, including but not limited to suspension and/or debarment.

d. The bidder or proposer agrees to comply with the requirements of 2 C.F.R. pt. 180, subpart C and 2 C.F.R. pt. 3000, subpart C while this offer is valid and throughout the period of any Contract that may arise from this offer. The bidder or proposer further agrees to include a provision requiring such compliance in its lower tier covered transactions.

27. Retention of Records. If the maximum compensation payable under section 2 of this Agreement exceeds $10,000, then, pursuant to California Government Code section 8546.7, the performance of any work under this Agreement is subject to the examination and audit of the State Auditor at the request of the County or as part of any audit of the County for a period of three years after final payment under the Agreement. Each party hereto shall retain all records relating to the performance and administration of this Agreement for three years after final payment hereunder, and Contractor agrees to provide such records either to the County or to the State Auditor upon the request of either the State Auditor or the County.

28. Conflicts. In the event of any conflict between the terms of this Agreement and the terms of any exhibit hereto, the terms of this Agreement shall control, and the conflicting term of the exhibit shall be given no effect. Any limitation of liability contained in an attached exhibit shall be null and void.

IN WITNESS WHEREOF, this Agreement has been executed as of the date set forth below.

CONTRACTOR:

Chesley D. Pence Jr., a sole proprietor dba Chillergy

By: Chesley D. Pence Jr.
Chesley D. Pence Jr.
Owner
Date signed:

COUNTY:
County of Plumas, a political subdivision of the State of California

By: N Reinert
Nicole Reinert
Director, Public Health Agency
Date signed: 9/11/2025

By: _____
Kevin Goss
Chair, Board of Supervisors
Date signed:

ATTEST:

By: _____
Allen Hiskey
Clerk, Board of Supervisors
Date signed:

Approved as to form:

_____
Stephen Schofield, Attorney
County Counsel's Office

EXHIBIT A

Scope of Work

Contractor shall provide maintenance and repairs on the refrigerators and freezers at the Senior Nutrition Sites as requested by the Director of Senior Services.

All work will comply with the California Building and Electrical Codes and all applicable state and federal laws and regulations.

EXHIBIT B

Fee Schedule

Payment under this contract shall not exceed Nine Thousand Nine Hundred Ninety-Nine Dollars and 00/100 ($9,999.00).

1. Labor shall be charged at $150.00 per hour.

2. County shall be provided with a written estimate prior to any repairs. County shall not be responsible for the cost of any repairs that the county did not authorize in advance of the repairs being made. Contractor may not bill County more than the amount listed on the written estimate authorized by county. If at any time the Contractor believes that repairs will cost more than the written estimate, Contractor shall provide a revised written estimate to county and obtain county's authorization prior to continuing repair.

3. Upon completion of a service requested by the County pursuant to this Agreement, Contractor shall provide a written invoice to the County detailing the services performed and the amounts due for such services.

4. The County shall not have any responsibility to make payments to any subcontractor or supplier. Contractor shall promptly pay each subcontractor and supplier, upon receipt of payment from the County, an amount determined in accordance with the terms of the applicable subcontracts and purchase orders.

5. The County shall pay any undisputed amount invoiced within forty-five (45) days of County's receipt of Contractor's invoice.

6. Acceptance of payment by Contractor, a subcontractor, or material supplier shall constitute a waiver of claims by that payee except those previously made in writing and identified by that payee as unsettled at the time of payment.

PLUMAS COUNTY
PUBLIC HEALTH AGENCY
MEMORANDUM

TO:	**Honorable Chair and Board of Supervisors**
FROM:	**Audrey Rice, Management Analyst I**
MEETING DATE:	**November 4, 2025**
SUBJECT:	**Approve and authorize the Public Health Agency to recruit and fill, funded and allocated, vacant (1), (.625) FTE permanent part-time Assistant Cook position at the Portola Nutrition site; partial General Fund Impact and** Senior Services funded**.**

Recommendation:

The Director of Public Health respectfully recommends that the Board of Supervisors authorize the Department to fill the vacancy of one (1) permanent Assistant Cook for the Senior Nutrition Program at the Portola Nutrition site.

Background and Discussion:

There is a need to hire a permanent Assistant Cook at the Portola Nutrition site. The Department of Public Health is requesting to fill this vacancy. The appropriate Critical Staffing Questionnaires and Departmental Organizational Chart are attached.

Action:

Approve and authorize the Public Health Agency to recruit and fill, funded and allocated, vacant (1), (.625) FTE permanent part-time Assistant Cook position at the Portola Nutrition site; partial General Fund Impact and Senior Services funded.

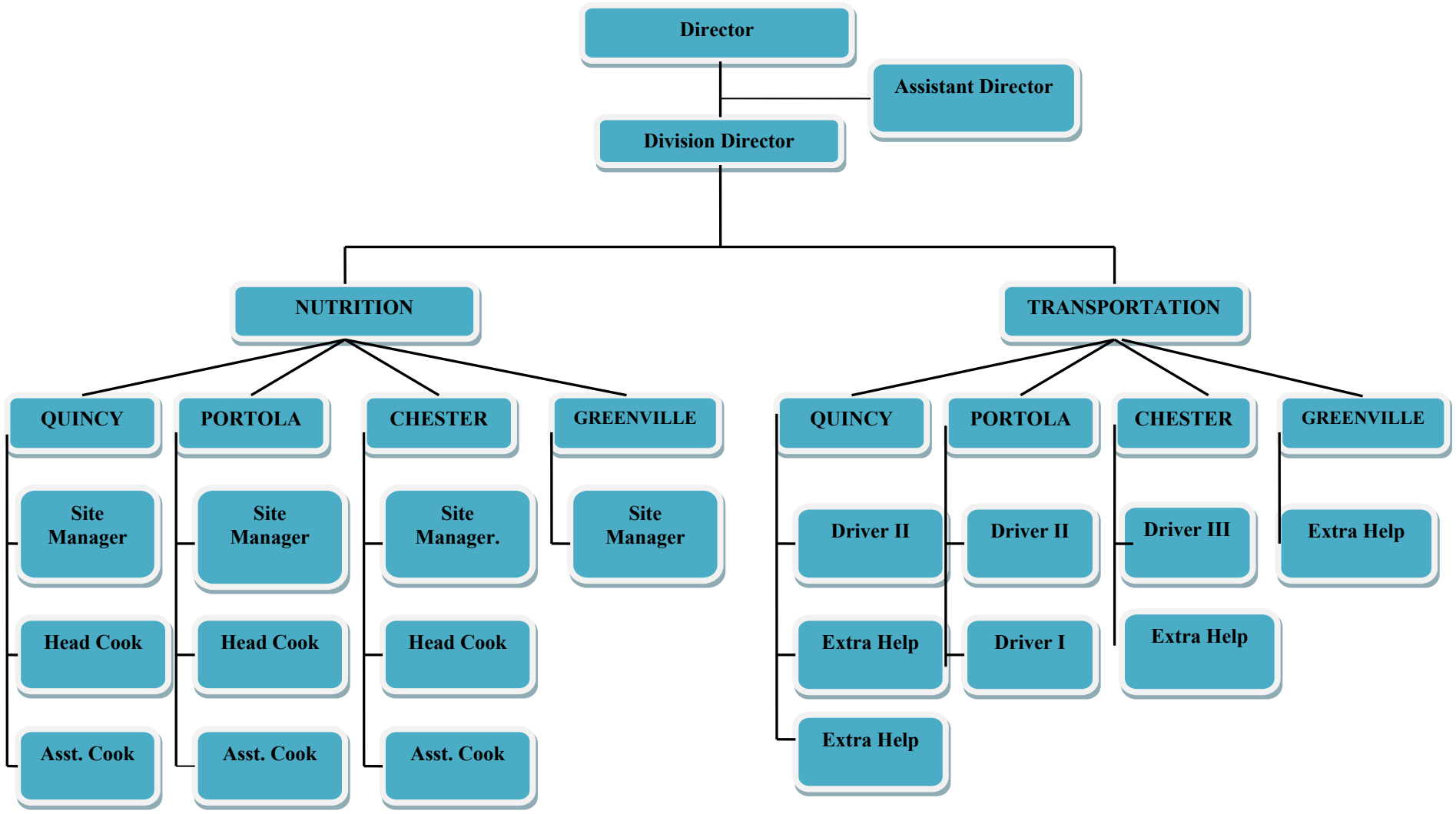
Fiscal Impact:

Partial General Fund Impact and Senior Services funded.

Attachments:

1. 4-Seniors Nutrition & Transportation
2. Critical Staffing Request Asst Cook
3. Assistant Cook_202210141608507573

PLUMAS COUNTY PUBLIC HEALTH AGENCY
SENIOR NUTRITION & TRANSPORTATION DIVISION
4



QUESTIONS FOR STAFFING CRITICAL POSITIONS WHICH ARE CURRENTLY ALLOCATED.

Assistant Cook/Extra-help Assistant Cook / Public Health Agency

- Is there a legitimate business, statutory or financial justification to fill the position?
  Assistant Cooks aid with cooking, packaging, serving, as well as cleaning at the site and filling in as the Head Cook when necessary. The assistant cook must have knowledge of proper preparation and food handling methods as well as kitchen safety and sanitation practices.
- Why is it critical that this position be filled at this time?
  Not filling this position will hinder the services that Senior Nutrition is able to provide its clientele.
- How long has the position been vacant?
  Effective 10/16/2025
- Can the department use other wages until the next budget cycle?
  The department's wage and benefits portion of the 25/26 budget includes funds for this position.
- What are staffing levels at other counties for similar departments and/or positions?
  No specific research has been performed for this position. Generally speaking, however, past research tasks have identified Plumas County as being consistent with neighboring Counties.
- What core function will be impacted without filling the position prior to July 1? **N/A**
- What negative fiscal impact will the County suffer if the position is not filled prior to July 1? **None**
- A non-general fund department head need to satisfy that he/she has developed a budget reduction plan in the event of the loss of future state, federal or local funding. What impact will this reduction plan have to other County departments? **N/A**
- Does the department expect other financial expenditures which will impact the general fund and are not budgeted such as audit exceptions? **No**
- Does the budget reduction plan anticipate the elimination of any of the requested positions? **No**
- Departments shall provide an estimate of future general fund support for the next two years and how the immediate filling of this position may impact, positively or negatively, the need for general fund support? **No change in General Fund support since this is already a budgeted position**
- Does the department have a reserve? If yes, provide the activity of the department's reserve account for the last three years?

  FY21/22=$1,428,077 FY22/23=$1,460,397 FY2425 $1,516,548

Dh102934

ASSISTANT COOK

DEFINITION

Under supervision, job will assistant in preparing and serving of food; perform semiskilled and skilled work in cleaning kitchen equipment and assists in the overall food service operation in the senior nutrition site; and does related work as required.

DISTINGUISHING CHARACTERISTICS

Incumbents under supervision of the Site Manager and with lead direction provided by the Head Cook assists the Head Cook with all phases of food service operation. This class is distinguished from the Head Cook position because they do not have overall responsibility for food preparation at a nutrition site and they will work under closer supervision than the Head Cook.

REPORTS TO

Site manager with lead direction from the Head Cook.

CLASSIFICATIONS DIRECTLY SUPERVISED

None.

EXAMPLES OF DUTIES

- Scrapes, cleans, steams, or washes dishes, silverware, trays, pots pans, glassware and other kitchen utensils.
- Scrubs and peels vegetables.
- Prepares salads, beverages, deserts and assists Head Cook with the more routine phases with meal preparation.
- Including preparation of entrees/main dishes.
- May weigh and portion food in accordance with directions.
- Assembles or assists in assembling and loading food trays and packages for distribution from the nutrition site.
- Cleans food service area including floors, kitchen equipment, and food preparation areas.

ASSISTANT COOK - 2

TYPICAL PHYSICAL REQUIREMENTS

Stand for extended periods; physical ability to lift up to 50 pound without assistance; use of kitchen tools and equipment, including knives, hand and power equipment; normal manual dexterity and hand-eye coordination; corrected hearing vision to normal range; stoop, kneel, bend to pick up or move objects; verbal communication skills.

TYPICAL WORKING CONDITIONS

Work is performed in the Senior Nutrition Center including kitchen and dining room environments; contact with staff and the public.

DESIRABLE QUALIFICATIONS

Knowledge of

- Proper food handling methods and techniques.
- Kitchen safety and sanitation practices.
- Preparation of salads, vegetables, deserts and sandwiches.
- Methods of cleaning and care of utensils, equipment and work areas.

Ability to

- Follow oral and written instructions.
- Understand and follow recipes in food preparation.
- Safe operation and use of food service equipment.
- Determine proper quantities food.
- Use sanitary food handling techniques.
- Read write and do mathematic computations, at a level necessary for successful for job performance.
- Obtain and maintain valid CPR and First Aid Certification.
- Establish and maintain effective working relationships.

ASSISTANT COOK - 3

Training and Experience

Any combination of training and experience, which would likely provide would likely provide the required knowledge and abilities is qualifying.

Experience in food preparation requiring use of sanitary food handling techniques, cleaning of kitchen and food preparation areas.

Subject to work all county holidays except New Years, Labor Day, Memorial Day, July 4, Thanksgiving and Christmas, as specified by the Area on Aging.

PLUMAS COUNTY
BOARD OF SUPERVISORS
MEMORANDUM

TO:	**Honorable Chair and Board of Supervisors**
FROM:	**Carson Lambeth**
MEETING DATE:	**November 4, 2025**
SUBJECT:	**PUBLIC MEETING 11:00 A.M. Hold a public meeting to renew the Plumas County Tourism Marketing District (PCTMD); discussion item only.**

Recommendation:
Holding this public meeting will result in a public hearing on December 9, 2025, on the renewal of the PCTMD and the levy of assessments on lodging businesses.

Background and Discussion:
The PCTMD is a benefit assessment district proposed to continue a revenue source to help fund Sales & Marketing and Micro-Zone Marketing efforts for western Plumas County *lodging businesses*. This approach has been used successfully in other destination areas throughout the state to improve tourism and drive additional room nights to assessed businesses. The renewed PCTMD includes all lodging businesses, existing and in the future, available for public occupancy located within the boundaries of western Plumas County. The PCTMD boundary is the same as the Plumas County boundary to the north and the west, the eastern boundary is at longitude 120° 34' 36" W from the Plumas County boundary in the north to latitude 39° 50' 1999" N and longitude 121° 0' 0" W from latitude 39° 50' 19" N to latitude 39° 46' 50" N, and the southern boundary is latitude 39° 50' 19" N from longitude 120° 34' 36" W to longitude 121° 0' 0" W and latitude 39° 46' 50" N from longitude 121° 0' 0" W to the Plumas County boundary.

Lodging business owners decided to pursue renewal of the PCTMD in order to continue a revenue source devoted to marketing western Plumas County as a tourist, meeting and event destination. If renewed, the PCTMD would generate approximately $390,000 on an annual basis for promotion of travel and tourism specific to western Plumas County.

Tourism Marketing Districts

Tourism Marketing Districts (TMDs) utilize the efficiencies of private sector operation in the market-based promotion of tourism. These special assessment districts allow assessed business owners to organize their efforts to increase tourism. Business owners within the TMD fund the TMD, and those funds are used to provide services that are desired by and benefit the assessed businesses within the TMD.
TMD benefits:

- Funds cannot be diverted for other government programs;
- They are customized to fit the needs of each destination;
- They allow for a wide range of services; including: destination marketing, tourism promotion, and sales lead generation;
- They are designed, created and governed by those who will pay the assessment; and
- They provide a stable funding source for tourism promotion.

In California, TMDs are primarily formed pursuant to the Property and Business Improvement District Law of 1994 (94 Law). This law allows for the creation of special benefit assessment districts to raise funds within a specific geographic area. The key difference between TMDs and other special benefit assessment districts is that funds raised are returned to the private non-profit corporation governing the TMD.

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MANAGEMENT DISTRICT PLAN

The Management District Plan **(Attachment 1)** includes the proposed boundary of the PCTMD, a service plan and budget and a proposed means of governance. The PCTMD will include all lodging businesses, existing and in the future, available for public occupancy located within the boundaries of western Plumas County. The PCTMD boundary is the same as the Plumas County boundary to the north and the west, the eastern boundary is at longitude 120° 34' 36" W from the Plumas County boundary in the north to latitude 39° 50' 1999" N and longitude 121° 0' 0" W from latitude 39° 50' 19" N to latitude 39° 46' 50" N, and the southern boundary is latitude 39° 50' 19" N from longitude 120° 34' 36" W to longitude 121° 0' 0" W and latitude 39° 46' 50" N from longitude 121° 0' 0" W to the Plumas County boundary.

The annual assessment rate is three percent (3%) of gross short-term (stays less than 31 days) sleeping room rental revenue. Based on the benefit received, assessments will not be collected on: stays of more than thirty (30) consecutive days; and stays by any officer or employee of a foreign government, which officer or employee is exempt by reason of express provisions of Federal law or international treaty.

The renewed PCTMD will have a ten (10) year term, beginning January 1, 2026, or as soon as possible thereafter, and ending ten (10) years from its start date. Once per year beginning on the anniversary of PCTMD renewal, there is a thirty (30) day period in which business owners paying fifty percent (50%) or more of the assessment may protest and begin proceedings to terminate the PCTMD.

The County will be responsible for collecting the assessment on a quarterly basis from each assessed business. The County shall forward the assessments to Plumas County Tourism (PCT), which will have the responsibility of managing PCTMD programs as provided in the Management District Plan. The County shall retain a fee equal to two percent (2%) of the amount of the assessment collected to cover its costs of collection and administration.

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PCTMD renewal PROCESS

October 21, 2025 RESOLUTION OF INTENTION HEARING **(COMPLETED)**
Upon the submission of a written petition, signed by the business owners in the renewed PCTMD who will pay more than fifty percent (50%) of the assessments proposed to be levied, the Board of Supervisors (Board) may initiate proceedings to renew the PCTMD by the adoption of a resolution expressing its intention to renew the PCTMD.

Petition Status: Petitions in favor of PCTMD renewal were submitted by assessed businesses which represent more than fifty percent (50%) of the total PCTMD assessment. This majority petition allows the Board to initiate proceedings for PCTMD renewal at the September 16, 2025 meeting.

No later than
October 24, 2025 NOTICE **(COMPLETED)**
The 94 Law requires the County to mail written notice to the owners of all businesses proposed to be assessed within the PCTMD. Mailing the notice begins a mandatory forty-five (45) day period in which assessed business owners may protest PCTMD renewal.

November 4, 2025 PUBLIC MEETING
Allow public testimony on the renewal of the PCTMD and levy of assessments. No Board action required.

December 9, 2025 FINAL PUBLIC HEARING
If written protests are received from the owners of businesses in the renewed PCTMD which will pay fifty percent (50%) or more of the assessments proposed to be levied, and protests are not withdrawn so as to reduce the protests to less than fifty percent (50%), no further proceedings to levy the proposed assessment against such businesses shall be taken for a period of one (1) year from the date of the finding of a majority of protest by the Board.

If the Board, following the public hearing, decides to establish the renewed PCTMD, the Board shall adopt a resolution of formation.

ALTERNATIVES

The Board could choose not to hold the public meeting. Staff does not recommend this option.

Action:

PUBLIC MEETING 11:00 A.M. Hold a public meeting to renew the Plumas County Tourism Marketing District (PCTMD); discussion item only.

Fiscal Impact:

None immediately. The County will receive a fee of 2% of the amount collected to cover its costs of administration. Because the PCTMD programs are intended to increase visitation to the County, there may be an increase in transient occupancy tax and sales tax collections.

Attachments:
1. Notice PCTMD10-21-25 Draft
2. Resolution No. 25-9072 (BOS) - Resolution of the BOS declaring its intention to renew PCTMD
3. 22510-0789 Plumas proof of mailing 10-24-25

NOTICE OF PUBLIC MEETING AND PUBLIC HEARING CONCERNING THE RENEWAL OF THE PLUMAS COUNTY TOURISM MARKETING DISTRICT (PCTMD) AND LEVY OF AN ASSESSMENT ON LODGING BUSINESSES WITHIN THE PCTMD

NOTICE IS HEREBY GIVEN that on October 21, 2025, the Board of Supervisors (Board) of the County of Plumas (County) adopted a Resolution of Intention to renew the Plumas County Tourism Marketing District (PCTMD) and to levy an assessment on lodging businesses within the PCTMD as set forth in the Resolution of Intention.

NOTICE IS HEREBY FURTHER GIVEN that at 10:00 AM on November 4, 2025, at the County of Plumas Board Chambers, 520 Main Street, Room 308, Quincy, California 95971, a public meeting shall be held pursuant to Government Code section 54954.6 to allow public testimony regarding the renewal of the PCTMD and the levy of assessments therein as set forth in the Resolution of Intention and pursuant to Government Code section 54954.6.

NOTICE IS HEREBY FURTHER GIVEN that at 10:00 AM on December 9, 2025, at the County of Plumas Board Chambers, 520 Main Street, Room 308, Quincy, California 95971, has been set as the time and place for a public hearing at which time the Board proposes to renew the PCTMD and to levy the proposed assessment as set forth in the Resolution of Intention.

Location: The renewed PCTMD includes all lodging businesses, existing and in the future, available for public occupancy located within the boundaries of western Plumas County. The PCTMD boundary is the same as the Plumas County boundary to the north and the west, the eastern boundary is longitude 120° 34' 36" W from the Plumas County boundary in the north to latitude 39° 50' 19" N and longitude 121° 0' 0" W from latitude 39° 50' 19" N to latitude 39° 46' 50" N, and the southern boundary is latitude 39° 50' 19" N from longitude 120° 34' 36" W to longitude 121° 0' 0" W and latitude 39° 46' 50" N from longitude 121° 0' 0" W to the Plumas County boundary.

Services: The PCTMD is designed to provide specific benefits directly to payors by increasing awareness and demand for room night sales. PCTMD Sales & Marketing and Micro-Zone Marketing programs will increase demand for overnight tourism and market payors as tourist, meeting and event destinations, thereby increasing demand for room night sales.

Budget: The total PCTMD annual assessment budget for the initial year of its ten (10) year operation is anticipated to be approximately $390,000. A similar assessment budget is expected to apply to subsequent years, but this assessment budget is expected to fluctuate as room sales do, and as businesses open and close.

Cost: The existing annual assessment rate is two percent (2%) of gross short-term (stays less than 31 days) room rental revenue.

The proposed annual assessment rate for the renewed PCTMD is three percent (3%) of gross short-term (stays less than 31 days) sleeping room rental revenue. Based on the benefit received, assessments will not be collected on: stays of more than thirty (30) consecutive days; and stays by any officer or employee of a foreign government, which officer or employee is exempt by reason of express provisions of Federal law or international treaty.

Collection: The County will be responsible for collecting the assessment on a quarterly basis (including any delinquencies, interest, and overdue charges) from each assessed lodging business located in the boundaries of the PCTMD. The County shall take all reasonable efforts to collect the assessments from each assessed lodging business.

Duration: The renewed PCTMD will have a ten (10) year life, beginning January 1, 2026, or as soon as possible thereafter, and ending ten (10) years from its start date. After ten (10) years, the PCTMD may be renewed pursuant to the Property and Business Improvement District Law of 1994, Streets and Highways Code section 36600 et seq. (94 Law) if assessed lodging business owners support continuing the PCTMD programs.

Management: Plumas County Tourism (PCT) shall continue to serve as the PCTMD's Owners' Association. The Owners' Association is charged with managing funds and implementing programs in accordance with this Plan and must provide annual reports to the Board of Supervisors.

Protest: Any owner of a lodging business within the renewed PCTMD that will be subject to the assessment may protest the renewal of the PCTMD. If written protests are received from the owners of lodging businesses in the renewed PCTMD who represent fifty percent (50%) or more of the estimated annual assessments to be levied, the PCTMD shall not be renewed, and the assessment shall not be imposed.

You may mail a written protest to:

Office of the Clerk of the Board of Supervisors
County of Plumas
520 Main Street, Room 309
Quincy, California 95971

You may also appear at the public meeting or hearing and submit a written protest at that time.

Information: Should you desire additional information about this proposed PCTMD or assessment contact:

Shannon Greer
Plumas County Tourism
PO Box 1307
Quincy, California 95971
(530) 280-7187

RESOLUTION NO. 2025 - 9072

A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE COUNTY OF PLUMAS DECLARING ITS INTENTION TO RENEW THE PLUMAS COUNTY TOURISM MARKETING DISTRICT (PCTMD) AND FIXING THE TIME AND PLACE OF A PUBLIC MEETING AND A PUBLIC HEARING THEREON AND GIVING NOTICE THEREOF

WHEREAS, the County of Plumas created the Feather River Tourism Marketing District (FRTMD) on October 13, 2020, by Resolution No. 2020-8528; and

WHEREAS, the FRTMD was created for a five (5) year term which ends on December 31, 2025; and

WHEREAS, the Property and Business Improvement Law of 1994, Streets and Highways Code § 36600 et seq., authorizes the County of Plumas (County) to renew business improvement districts for the purposes of promoting tourism; and

WHEREAS, Plumas County Tourism (PCT), lodging business owners, and representatives from the County of Plumas have met to consider the renewal of the FRTMD under the updated name, the Plumas County Tourism Marketing District (PCTMD); and

WHEREAS, PCT has drafted a Management District Plan (Plan) which sets forth the proposed boundary of the PCTMD, a service plan and budget, and a proposed means of governance; and

WHEREAS, lodging businesses who will pay more than fifty percent (50%) of the assessment under the PCTMD have petitioned the Board of Supervisors of the County of Plumas (Board) to renew the PCTMD.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF SUPERVISORS THAT:

1. The recitals set forth herein are true and correct.

2. The Board finds that assessed businesses that will pay more than fifty percent (50%) of the assessment proposed in the Plan have signed and submitted petitions in support of the renewal of the PCTMD. The Board accepts the petitions and adopts this Resolution of Intention to renew the PCTMD and to levy an assessment on all lodging businesses within the PCTMD boundaries in accordance with the Property and Business Improvement District Law of 1994.

3. The Board finds that the Plan satisfies all requirements of Streets and Highways Code §36622.

4. The Board declares its intention to renew the PCTMD and to levy and collect assessments on all lodging businesses within the PCTMD boundaries pursuant to the Property and Business Improvement District Law of 1994.

5. The PCTMD shall include all lodging businesses, existing and in the future, available for public

occupancy located within the boundaries of western Plumas County. The PCTMD boundary is the same as the Plumas County boundary to the north and the west, the eastern boundary is longitude 120° 34' 36" W from the Plumas County boundary in the north to latitude 39° 50' 19" N and longitude 121° 0' 0" W from latitude 39° 50' 19" N to latitude 39° 46' 50" N, and the southern boundary is latitude 39° 50' 19" N from longitude 120° 34' 36" W to longitude 121° 0' 0" W and latitude 39° 46' 50" N from longitude 121° 0' 0" W to the Plumas County boundary.

6. The name of the district shall be the Plumas County Tourism Marketing District.

7. The annual assessment rate is three percent (3%) of gross short-term (stays less than 31 days) sleeping room rental revenue. Based on the benefit received, assessments will not be collected on: stays of more than thirty (30) consecutive days; and stays by any officer or employee of a foreign government, which officer or employee is exempt by reason of express provisions of Federal law or international treaty.

8. The assessments levied for the PCTMD shall be applied toward Sales & Marketing and Micro-Zone Marketing programs to market assessed lodging businesses in the PCTMD as tourist, meeting, and event destinations, as described in the Plan. Funds remaining at the end of any year may be used in subsequent years in which PCTMD assessments are levied as long as they are used consistent with the requirements of this resolution and the Plan.

9. The renewed PCTMD will have a ten (10) year term, beginning January 1, 2026 or as soon as possible thereafter, and ending ten (10) years from its start date, unless renewed pursuant to Streets and Highways Code § 36660.

10. Bonds shall not be issued.

11. The time and place for the public meeting to hear testimony on establishing the PCTMD and levying assessments are set for November 4, 2025, at 10:00 AM, or as soon thereafter as the matter may be heard, at the Supervisors Board Room located at 520 Main Street, Room 308, Quincy, California 95971.

12. The time and place for the public hearing to establish the PCTMD and the levy of assessments are set for December 9, 2025, at 10:00 AM, or as soon thereafter as the matter may be heard, at the Supervisors Board Room located at 520 Main Street, Room 308, Quincy, California 95971. The Clerk of the Board is directed to provide written notice to the assessed businesses subject to assessment of the date and time of the meeting and hearing, and to provide that notice as required by Streets and Highways Code § 36623, no later than September 20, 2025.

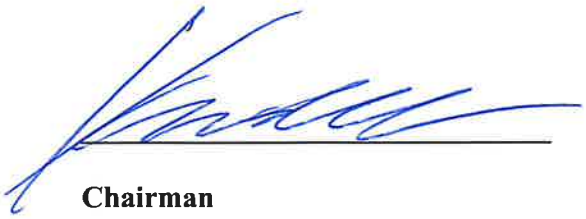
13. At the public meeting and hearing the testimony of all interested persons for or against the renewal of the PCTMD may be received. If at the conclusion of the public hearing, there are of record written protests by the owners of the assessed businesses within the renewed PCTMD that will pay fifty percent (50%) or more of the estimated total assessment of the entire PCTMD, no further proceedings to renew the PCTMD shall occur for a period of one (1) year.

14. The complete Plan is on file with the Clerk of the Board and may be reviewed upon request.

15. This resolution shall take effect immediately upon its adoption by the Board of Supervisors.

I HEREBY CERTIFY that the foregoing Resolution of Intention was introduced and adopted at a regular meeting of the Board of Supervisors on the 21st day of October, 2025 by the following vote:

AYES: **Board Members:**
NOES: **Board Members:**
ABSENT: **Board Members:**
ABSTAIN: **Board Members:**



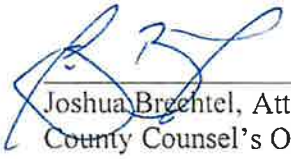
Chairman

ATTEST:



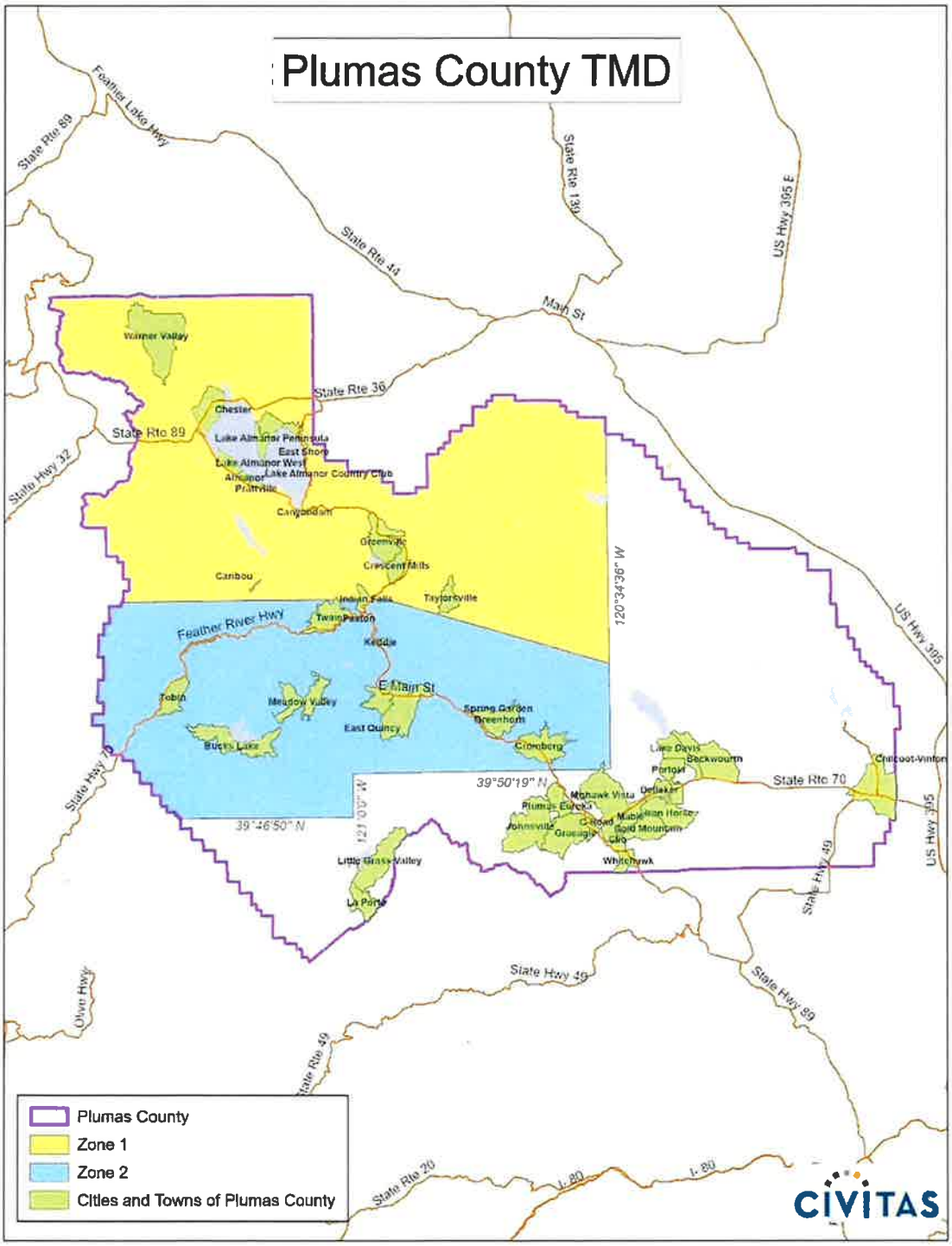
Clerk of the Board

Approved as to form:



Joshua Brechtel, Attorney
County Counsel's Office

EXHIBIT A
District Boundaries



USPS Generated

Note to Mailer: Your electronic postage statement has been submitted to the USPS PostalOne! system on Oct 24, 2025 10:06 AM.

The labels and electronic mailing information associated to this form, must match the physical mailing being presented to the USPS® with this form.

Postage Statement ID:	675653597
Post Office of Permit:	W SACRAMENTO CA 95799
Mailing Group ID:	526197520
Account Holder:	PREMIER PRINT AND MAIL INC
Account Number:	1553402
Permit Holder:	PREMIER PRINT AND MAIL INC
Permit Type and Number:	MT 89968
Mail Agent:	PREMIER PRINT AND MAIL INC
Mail Owner Name:	COUNTY OF PLUMAS COUNTY CLERK ELECTIONS
Mail Owner's Permit Type and Number:	
CRID:	5393731
Customer Reference ID:	
Mail Class and Price Eligibility:	First-Class - Regular
Processing Category:	Letters
Single Piece Weight Declared by Mailer:	0.0563 lbs (.90 oz)
Total Mail Pieces:	325 pieces
Total Weight:	18.2813 lbs
Total Postage Amount:	$240.50
Permit Account for Insufficient Affixed Postage:	
Total Postage Affixed:	$240.50
Total Postage Due:	$0.00

Handling Unit :

1' MM Trays	2' MM Trays	2' EMM Trays	Flat Trays	Sacks	Pallets	Other
		1				

Important: Please bring your mailing by - Oct 31, 2025

Post Office of Mailing

SACTO - BMEU SYSTEM 3775
INDUSTRIAL BLVD RM 4040
WEST SACRAMENTO, CA
957990199

Hours

Mon	07:00 AM - 07:00 PM
Tue	07:00 AM - 07:00 PM
Wed	07:00 AM - 07:00 PM
Thu	07:00 AM - 07:00 PM
Fri	07:00 AM - 07:00 PM
Sat	10:00 AM - 05:00 PM
Sun	Closed

Note:
*This mailing may be subject to additional verification at the time of acceptance.
*This mailing cannot be processed at the self service terminal.

SCAN AT ACCEPTANCE



9275 7900 0000 0000 6756 5359 76

PLUMAS COUNTY
BOARD OF SUPERVISORS
MEMORANDUM

TO:	**Honorable Chair and Board of Supervisors**
FROM:	**Kevin Goss, Supervisor - District 2, Chair**
MEETING DATE:	**November 4, 2025**
SUBJECT:	**Adopt a Proclamation of the Plumas County Board of Supervisors recognizing November 17 through November 21, as California Clerk of the Board Of Supervisors Week; approved as to form by County Counsel; discussion and possible action; Roll call vote.**

Recommendation:

Adopt a Proclamation of the Plumas County Board of Supervisors recognizing November 17 through November 21, as California Clerk of the Board Of Supervisors Week; approved as to form by County Counsel; discussion and possible action; **Roll call vote.**

Background and Discussion:

The Clerks' duties of record keeping are revered; Their work is among the earliest recorded on behalf of the public, and the Clerks have long pledged to maintain their neutrality and impartiality in the proceedings of government; and the work performed by Clerks of the Board is a time honored and vital part of local government.

Action:

Adopt a Proclamation of the Plumas County Board of Supervisors recognizing November 17 through November 21, as California Clerk of the Board Of Supervisors Week; approved as to form by County Counsel; discussion and possible action; **Roll call vote.**

Fiscal Impact:

No General Fund Impact.

Attachments:

1. 6953 FINAL

PROCLAMATION

OF THE PLUMAS COUNTY BOARD OF SUPERVISORS

RECOGNIZING NOVEMBER 17 THROUGH NOVEMBER 21, 2025 AS

CALIFORNIA CLERK OF THE BOARD OF SUPERVISORS WEEK

WHEREAS, California counties provide many services that are essential to the lives of Californians; and

WHEREAS, the position of the Clerk of the Board of Supervisors (Board) plays an integral role in the function of California County government; and

WHEREAS, the Clerk of the Board performs many legally mandated functions that protect and preserve the rights of the citizens to an open and accessible government; and

WHEREAS, the work performed by Clerks of the Board is a time honored and vital part of local government; and

WHEREAS, the Clerks duties of record keeping is revered, their work among the earliest recorded on behalf of the public, and Clerks have long pledged to maintain their neutrality and impartiality of the proceedings of government; and

WHEREAS, the California Clerk of the Board of Supervisors Association, an affiliate of the California State Association of Counties, is organized to promote the principles of good government, to represent the interests of Clerks of the Board with legislative bodies and other professional organizations, to encourage the development of professional growth and education, and to support the objectives of all regional groups established within the Association; and

WHEREAS, it is most appropriate that we recognize the accomplishments of Clerks of the Board across the 58 counties in the State of California.

NOW, THEREFORE, BE IT PROCLAIMED, that the Board of Supervisors of the County of Plumas does herewith proclaim the week of November 17 through November 21, 2025 as "*California Clerk of the Board*

of Supervisors Week" in recognition of the high level of services bestowed upon the people of Plumas County and the people of California by Clerks of the Board.

Adopted this November 4th, 2025 during a Board of Supervisors Regular Meeting, by the following votes:

AYES:

NAES:

ABSTAIN:

ABSENT:

_____
Allen Hiskey
Clerk of the Board of Supervisors
Plumas County

_____
Kevin Goss
District 2 Supervisor
Chair

Approved as to form:

Joshua Brechtel, Attorney
County Counsel's Office