

County of Monterey

Board of Supervisors Chambers
168 W. Alisal St., 1st Floor
Salinas, CA 93901



Meeting Agenda - Final

Friday, November 7, 2025

1:00 PM

**50+ page Advance Reports for the Board of Supervisors meeting on Tuesday,
November 18, 2025.**

Advance Reports Over 50 Pages

The following reports are scheduled for the Board of Supervisors meeting on Tuesday, November 18, 2025. The reports are being distributed 11 + days prior to the Board of Supervisors meeting due to the large volume of information. These reports are not numbered at this time.

Public Works and Facilities - Consent

- a. Approve Amendment No. 7 to Standard Agreement No. A-15607, Multi-Year Agreement #3200*5541, with Granite Construction Company to continue to provide fully operated, fueled and maintained construction equipment to work sites on an on-call basis, to extend the term for one additional year through December 31, 2026, for a revised term from January 1, 2021 to December 31, 2026, and increase not to exceed maximum by \$1,000,000 to a total of \$4,100,000; and
- b. Authorize the Chief Contracts and Procurement Officer or their designee to execute Amendment No. 7 to Standard Agreement No. A-15607 and future amendments to the Agreement where the amendments do not significantly alter the scope of work or increase the approved Agreement amount.

Attachments:

[Board Report](#)

[Attachment A - Draft A7 to SA with Granite Const](#)

[Attachment B – A6 to SA with Granite Construction Company](#)

[Attachment C – A5 to SA with Granite Construction Company](#)

[Attachment D – A4 to SA with Granite Construction Company](#)

[Attachment E – A3 to SA with Granite Construction](#)

[Attachment F – A2 to SA with Granite Construction](#)

[Attachment G - A1 to SA with Granite Construction](#)

[Attachment H - SA with Granite Construction](#)

[Attachment I - Summary of SA dmm 102325](#)

[Attachment J - Summary of SA Annual Expend Bal](#)

- a. Approve Professional Services Agreements with GFT Infrastructure, Inc. and Harris & Associates, Inc. to provide on-call construction management services for various construction projects located in the County of Monterey, Request for Qualifications #10914, for a period of five years effective November 21, 2025 to November 20, 2030, for an amount not to exceed \$3,000,000 for each Agreement;
- b. Approve modified standard Professional Services Agreements with MNS Engineers, Inc. and TRC Engineers, Inc. to provide on-call construction management services for various construction projects located in the County of Monterey, Request for Qualifications #10914, for a period of five years effective November 21, 2025 to November 20, 2030, for an amount not to exceed \$3,000,000 each Agreement;
- c. Approve additional term extensions for each Agreement beyond the anticipated five-year term of the Request for Qualifications with no change in the scope of work or increase to the dollar amount to allow continuity of services for active projects initiated during the anticipated five-year term of each Agreement, subject to review and approval as to form by the Office of the County Counsel; and
- d. Authorize the Director of Public Works, Facilities and Parks or their designee to execute said Professional Services Agreements and future amendments to said Agreements where the amendments

do not significantly alter the scope of work or increase the approved amount for each Agreement.

Attachments:

[Board Report](#)

[Attachment A - Proposed PSA with GFT Infastructure, Inc.](#)

[Attachment B - Propposed PSA with Harris & Associates, Inc.](#)

[Attachment C - Proposed modified standard PSA with MNS](#)

[Engineers, Inc.](#)

[Attachment D - Proposed modified standard PSA with TRC](#)

[Engineers, Inc.](#)

[Attachment E - RFP #10914](#)

[Attachment F - Addendum No. 1 to RFP #10914](#)



County of Monterey

Item No.

Board Report

Board of Supervisors
Chambers
168 W. Alisal St., 1st Floor
Salinas, CA 93901

Legistar File Number: A 25-440

November 18, 2025

Introduced: 11/3/2025

Current Status: Agenda Ready

Version: 1

Matter Type: BoS Agreement

- a. Approve Amendment No. 7 to Standard Agreement No. A-15607, Multi-Year Agreement #3200*5541, with Granite Construction Company to continue to provide fully operated, fueled and maintained construction equipment to work sites on an on-call basis, to extend the term for one additional year through December 31, 2026, for a revised term from January 1, 2021 to December 31, 2026, and increase not to exceed maximum by \$1,000,000 to a total of \$4,100,000; and
- b. Authorize the Chief Contracts and Procurement Officer or their designee to execute Amendment No. 7 to Standard Agreement No. A-15607 and future amendments to the Agreement where the amendments do not significantly alter the scope of work or increase the approved Agreement amount.

RECOMMENDATION:

It is recommended that the Board of Supervisors:

- a. Approve Amendment No. 7 to Standard Agreement No. A-15607, Multi-Year Agreement #3200*5541, with Granite Construction Company to continue to provide fully operated, fueled and maintained construction equipment to work sites on an on-call basis to extend the term for one additional year through December 31, 2026, for a revised term from January 1, 2021 to December 31, 2026, and increase not to exceed maximum by \$1,000,000 to a total of \$4,100,000; and
- b. Authorize the Chief Contracts and Procurement Officer or their designee to execute Amendment No. 7 to Standard Agreement No. A-15607 and future amendments to the Agreement where the amendments do not significantly alter the scope of work or increase the approved Agreement amount.

SUMMARY:

The County of Monterey (County), Department of Public Works, Facilities and Parks (PWFP) has a continued need for fully operated, fueled and maintained construction equipment services on an on-call basis to supplement its workforce and respond to emergent needs. The recommended actions would allow for the approval of the proposed Amendment No. 7 to Standard Agreement (SA) No. A-15607 with Granite Construction Company (Attachment A) to update various provisions, update rates effective January 1, 2026, extend the term, and increase the not to exceed maximum amount to allow for continued services.

DISCUSSION:

A significant portion of County owned Road and Bridge Maintenance equipment is obsolete relative to mandated regulations (e.g., air emissions), aging and unreliable. Equipment is being replaced through a fleet asset management plan, which will span the course of years. Moreover, there is specialized equipment that must be deployed, dependent on the nature of the assignment.

To provide responsive, efficient, and high-quality public service, PWFP needs to supplement its workforce and equipment with local contractors on an “as-needed basis”. The proposed Amendment No. 7 to the SA will supplement staff positions and will not impact or eliminate existing staff positions or duties.

These services also include on-call emergency response to clear roads during events such as the 2023 successive storms, when severe weather caused erosion, slip-outs, roadway obstructions from stormwater and debris flows, and culvert failures. In immediate response to storm related emergencies, PWFP relies on these services to address emergent needs, remove debris, and monitor and mitigate flooding to enhance public safety and protect life and property from these unforeseen, weather driven events.

PWFP staff recommends that the Board of Supervisors approve the proposed Amendment No. 7 to the SA. Amendment No. 7 to the SA will update various provisions, update the labor and equipment rental rates, effective January 1, 2026, extend the term for one additional year from December 31, 2025 through December 31, 2026, for a revised term from January 1, 2021 to December 31, 2026, and increase not to exceed maximum of \$3,100,000 by \$1,000,000 to a total of \$4,100,000.

Attachments B through H, provided for reference, include SA No. A-15607 and Amendments No. 1 through 6. Attachment I provides a summary of the SA and Attachment J provides a summary of the annual expenditures and balance of the SA to date.

OTHER AGENCY INVOLVEMENT/COMMITTEE ACTIONS:

The Office of the County Counsel and the Auditor-Controller’s Office have reviewed and approved Amendment No. 7 as to form, and fiscal provisions, respectively.

FINANCING:

Sufficient appropriations are available in the Fiscal Year (FY) 2025-26 Adopted Budget for Road and Bridge Maintenance, Road Fund 002, Appropriation Unit PFP004 to fund costs related to Amendment No. 7.

BOARD OF SUPERVISORS STRATEGIC PLAN GOALS:

These services will allow PWFP to provide efficient and responsive service to County roadways and

residents, to enhance public safety and improve County infrastructure, which is consistent with the following Strategic Plan Goals:

- Well-Being and Quality of Life
- Sustainable Infrastructure for the Present and Future
- Safe and Resilient Communities
- Diverse and Thriving Economy

Prepared by: John Coffman, Maintenance Road Maintenance Superintendent, (831) 755-4926
Janie Bettencourt, Management Analyst II, (831) 755-5184

Reviewed by: Enrique Saavedra, PE, Chief of Public Works, (831) 755-8970

Approved by: Randell Ishii, MS, PE, TE, PTOE, Director of Public Works, Facilities and Parks,
(831) 784-5647

Attachments:

- Attachment A - Proposed Amendment No. 7 to SA
- Attachment B - Amendment No. 6 to SA
- Attachment C - Amendment No. 5 to SA
- Attachment D - Amendment No. 4 to SA
- Attachment E - Amendment No. 3 to SA
- Attachment F - Amendment No. 2 to SA
- Attachment G - Amendment No. 1 to SA
- Attachment H - SA
- Attachment I - Summary of SA
- Attachment J - Summary of SA Annual Expenditures and Balance



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- b. Authorize the Chief Contracts and Procurement Officer or their designee to execute Amendment No. 7 to Standard Agreement No. A-15607 and future amendments to the Agreement where the amendments do not significantly alter the scope of work or increase the approved Agreement amount.

RECOMMENDATION:

It is recommended that the Board of Supervisors:

- a. Approve Amendment No. 7 to Standard Agreement No. A-15607, Multi-Year Agreement #3200*5541, with Granite Construction Company to continue to provide fully operated, fueled and maintained construction equipment to work sites on an on-call basis to extend the term for one additional year through December 31, 2026, for a revised term from January 1, 2021 to December 31, 2026, and increase not to exceed maximum by \$1,000,000 to a total of \$4,100,000; and
- b. Authorize the Chief Contracts and Procurement Officer or their designee to execute Amendment No. 7 to Standard Agreement No. A-15607 and future amendments to the Agreement where the amendments do not significantly alter the scope of work or increase the approved Agreement amount.

SUMMARY:

The County of Monterey (County), Department of Public Works, Facilities and Parks (PWFP) has a continued need for fully operated, fueled and maintained construction equipment services on an on-call basis to supplement its workforce and respond to emergent needs. The recommended actions would allow for the approval of the proposed Amendment No. 7 to Standard Agreement (SA) No. A-15607 with Granite Construction Company (Attachment A) to update various provisions, update rates effective January 1, 2026, extend the term, and increase the not to exceed maximum amount to allow for continued services.

DISCUSSION:

A significant portion of County owned Road and Bridge Maintenance equipment is obsolete relative to mandated regulations (e.g., air emissions), aging and unreliable. Equipment is being replaced through a fleet asset management plan, which will span the course of years. Moreover, there is specialized equipment that must be deployed, dependent on the nature of the assignment.

To provide responsive, efficient, and high-quality public service, PWFP needs to supplement its workforce and equipment with local contractors on an “as-needed basis”. The proposed Amendment No. 7 to the SA will supplement staff positions and will not impact or eliminate existing staff positions or duties.

These services also include on-call emergency response to clear roads during events such as the 2023 successive storms, when severe weather caused erosion, slip-outs, roadway obstructions from stormwater and debris flows, and culvert failures. In immediate response to storm related emergencies, PWFP relies on these services to address emergent needs, remove debris, and monitor and mitigate flooding to enhance public safety and protect life and property from these unforeseen, weather driven events.

PWFP staff recommends that the Board of Supervisors approve the proposed Amendment No. 7 to the SA. Amendment No. 7 to the SA will update various provisions, update the labor and equipment rental rates, effective January 1, 2026, extend the term for one additional year from December 31, 2025 through December 31, 2026, for a revised term from January 1, 2021 to December 31, 2026, and increase not to exceed maximum of \$3,100,000 by \$1,000,000 to a total of \$4,100,000.

Attachments B through H, provided for reference, include SA No. A-15607 and Amendments No. 1 through 6. Attachment I provides a summary of the SA and Attachment J provides a summary of the annual expenditures and balance of the SA to date.

OTHER AGENCY INVOLVEMENT/COMMITTEE ACTIONS:

The Office of the County Counsel and the Auditor-Controller’s Office have reviewed and approved Amendment No. 7 as to form, and fiscal provisions, respectively.

FINANCING:

Sufficient appropriations are available in the Fiscal Year (FY) 2025-26 Adopted Budget for Road and Bridge Maintenance, Road Fund 002, Appropriation Unit PFP004 to fund costs related to Amendment No. 7.

BOARD OF SUPERVISORS STRATEGIC PLAN GOALS:

These services will allow PWFP to provide efficient and responsive service to County roadways and residents, to enhance public safety and improve County infrastructure, which is consistent with the following Strategic Plan Goals:

- Well-Being and Quality of Life
- Sustainable Infrastructure for the Present and Future
- Safe and Resilient Communities
- Diverse and Thriving Economy

Prepared by: John Coffman, Maintenance Road Maintenance Superintendent, (831) 755-4926
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Reviewed by: Enrique Saavedra, PE, Chief of Public Works, (831) 755-8970

Approved by: Randell Ishii, MS, PE, TE, PTOE, Director of Public Works, Facilities and
Parks, (831) 784-5647

Attachments:

- Attachment A - Proposed Amendment No. 7 to SA
- Attachment B - Amendment No. 6 to SA
- Attachment C - Amendment No. 5 to SA
- Attachment D - Amendment No. 4 to SA
- Attachment E - Amendment No. 3 to SA
- Attachment F - Amendment No. 2 to SA
- Attachment G - Amendment No. 1 to SA
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- Attachment I - Summary of SA
- Attachment J - Summary of SA Annual Expenditures and Balance

Attachment A

**AMENDMENT NO. 7
TO STANDARD AGREEMENT
BETWEEN COUNTY OF MONTEREY AND
GRANITE CONSTRUCTION COMPANY**

THIS AMENDMENT NO. 7 to Standard Agreement No. A-15607 between the County of Monterey, a political subdivision of the State of California (hereinafter, “County”) and Granite Construction Company (hereinafter, “CONTRACTOR”) is hereby entered into between the County and the CONTRACTOR (collectively, the “Parties”) and effective as of the last date opposite the respective signatures below.

WHEREAS, CONTRACTOR entered into Standard Agreement No. A-15607 with County on February 5, 2021 (hereinafter, “Agreement”) to provide fully operated, fueled, and maintained construction equipment to work sites on an on-call basis (hereinafter, “services”) through December 31, 2021 for an amount not to exceed \$100,000; and

WHEREAS, the Agreement was amended by the Parties on November 23, 2021 (hereinafter, “Amendment No. 1”, including Exhibit A-1 – Revised Labor and Equipment Rental Rates) to update the Labor and Equipment Rental Rates, effective January 1, 2022, extend the term for one (1) additional year through December 31, 2022, and to increase the amount by \$200,000 which resulted in a total not to exceed amount of \$300,000; and

WHEREAS, the Agreement was amended by the Parties on September 22, 2022 (hereinafter, “Amendment No. 2”, including Exhibit A-2 – Revised Labor and Equipment Rental Rates) to update the Labor and Equipment Rental Rates, effective January 1, 2023, and extend the term for one (1) additional year through December 31, 2023 with no increase in the not to exceed amount; and

WHEREAS, the Agreement was amended by the Parties on February 6, 2023 (hereinafter, “Amendment No. 3”) to increase the amount by \$300,000 which resulted in a total not to exceed amount of \$600,000 with no term extension; and

WHEREAS, the Agreement was amended by the Parties on April 21, 2023 (hereinafter, “Amendment No. 4”, including Exhibit B - Federal Emergency Management Agency (FEMA) Provisions) to increase the amount by \$2,500,000 which resulted in a total not to exceed amount of \$3,100,000 with no term extension; and

WHEREAS, the Agreement was amended by the Parties on October 16, 2023 (hereinafter, “Amendment No. 5”, including Exhibit A-3 – Revised Labor and Equipment Rental Rates) to update the Labor and Equipment Rental Rates, effective January 1, 2024, and extend the term for one (1) additional year through December 31, 2024 with no increase in the not to exceed amount; and

WHEREAS, the Agreement was amended by the Parties on November 27, 2024 (hereinafter, “Amendment No. 6”, including Exhibit A-4 – Revised Labor and Equipment Rental Rates) to update the Labor and Equipment Rental Rates, effective January 1, 2025, and extend the term for one (1) additional year through December 31, 2025 with no increase in the not to exceed amount; and

WHEREAS, various provisions of the Agreement require an update; and

WHEREAS, the County has a continued need for services; and

WHEREAS, the CONTRACTOR's Revised Labor and Equipment Rental Rates in Exhibit A-4 of the Agreement require an update effective January 1, 2026 in accordance with Exhibit A-5 - Revised Labor and Equipment Rental Rates, which is attached and incorporated by this reference; and

WHEREAS, additional time and funding are necessary to allow CONTRACTOR to continue to provide the services required by the County; and

WHEREAS, the Parties wish to further amend the Agreement to update various provisions, to update the Revised Labor and Equipment Rental Rates, effective January 1, 2026, to extend the term for one (1) additional year to December 31, 2026, and to increase the amount by \$1,000,000 for a total amount not to exceed \$4,100,000 to allow CONTRACTOR to continue to provide services identified in the Agreement and as amended by this Amendment No. 7.

NOW, THEREFORE, the Parties agree to amend the Agreement as follows:

1. Amend Paragraph 2.0, "Payment Provisions", to read as follows:

County shall pay the CONTRACTOR in accordance with the payment provisions set forth in Exhibits A, A-1, A-2, A-3, A-4 and A-5, subject to the limitations set forth in this Agreement. The total amount payable by County to CONTRACTOR under this Agreement shall not exceed the sum of \$4,100,000.

2. Amend the first sentence of Section 3.01 of Paragraph 3.0, "Term of Agreement", to read as follows:

The term of this Agreement is from January 1, 2021 to December 31, 2026, unless sooner terminated pursuant to the terms of this Agreement.

3. Amend Paragraph 4.0, "Scope of Services and Additional Provisions", to add "Exhibit A-5 - Revised Labor and Equipment Rental Rates", attached and incorporated by this reference, and effective January 1, 2026.

4. Amend Paragraph 6.0, "Payment Conditions", to read as follows:

6.01 Prices shall remain firm for the initial term of the Agreement and, thereafter may be adjusted annually as provided in this paragraph. The County does not guarantee any minimum or maximum amount of dollars to be spent under this Agreement.

6.02 Negotiations for rate changes shall be commenced, by CONTRACTOR, a minimum of ninety (90) days prior to the expiration of the Agreement. Rate changes are not binding unless mutually agreed upon in writing by the County and the CONTRACTOR.

Page 2 of 6

Amendment No. 7 to Standard Agreement No. A-15607
Granite Construction Company
On-Call Operated, Fueled, and Maintained Construction Equipment
Department of Public Works, Facilities and Parks
Term: January 1, 2021 to December 31, 2026
Not to Exceed: \$4,100,000

- 6.03 Invoice amounts shall be billed directly to the ordering department.
- 6.04 CONTRACTOR shall submit such invoice periodically or at the completion of services, but in any event, not later than thirty (30) days after completion of services. The invoice shall set forth the amounts claimed by CONTRACTOR for the previous period, together with an itemized basis for the amounts claimed, and such other information pertinent to the invoice. The County shall certify the invoice, either in the requested amount or in such other amount as the County approves in conformity with this Agreement and shall promptly submit such invoice to the County Auditor-Controller for payment. The County Auditor-Controller shall pay the amount certified within thirty (30) days of receiving the certified invoice.
- 6.05 CONTRACTOR shall not receive reimbursement for mileage or travel expenses unless set forth in this Agreement.

5. Amend Section 9.04, "Other Requirements", of Paragraph 9.0, "Insurance Requirements", to read as follows:

All insurance required by this Agreement shall be with a company acceptable to the County and issued and executed by an admitted insurer authorized to transact Insurance business in the State of California. Unless otherwise specified by this Agreement, all such insurance shall be written on an occurrence basis, or, if the policy is not written on an occurrence basis, such policy with the coverage required herein shall continue in effect for a period of three years following the date CONTRACTOR completes its performance of services under this Agreement.

Each liability policy shall provide that the County shall be given notice in writing at least thirty days in advance of any endorsed reduction in coverage or limit, cancellation, or intended non-renewal thereof. Each policy shall provide coverage for CONTRACTOR and additional insureds with respect to claims arising from each subcontractor, if any, performing work under this Agreement, or be accompanied by a certificate of insurance from each subcontractor showing each subcontractor has identical insurance coverage to the above requirements.

Additional Insured Status:

The County of Monterey, its officers, officials, employees, agents, and volunteers are to be covered as additional insureds on the auto liability policy for liability arising out of automobiles owned, leased, hired or borrowed by or on behalf of the CONTRACTOR. Auto liability coverage shall be provided in the form of an endorsement to the CONTRACTOR's insurance.

The County of Monterey, its officers, officials, employees, agents, and volunteers are to be covered as additional insureds on the commercial general liability policy with respect to liability arising out of work or operations performed by or on behalf of the CONTRACTOR including materials, parts, or equipment furnished in connection with such work or operations. General liability coverage shall be provided in the form of an endorsement to the CONTRACTOR's insurance (at least as broad as ISO Form CG 20 10 11 85 or if not available, through the addition of both CG 20 10, CG 20 26, CG 20 33, or CG 20 38; and CG 20 37 if a later edition is used).

Primary Coverage:

For any claims related to this Agreement, the CONTRACTOR's insurance coverage shall be primary and non-contributory and at least as broad as ISO CG 20 01 04 13 as respects to the County, its officers, officials, employees, agents, and volunteers. Any insurance or self-insurance maintained by the County, its officers, officials, employees, agents, or volunteers shall be excess of the CONTRACTOR's insurance and shall not contribute with it. This requirement shall also apply to any Excess or Umbrella liability policies.

Workers' Compensation Waiver of Subrogation:

The workers' compensation policy required hereunder shall be endorsed to state that the workers' compensation carrier waives its right of subrogation against County, its officers, officials, employees, agents, or volunteers, which might arise by reason of payment under such policy in connection with performance under this Agreement by CONTRACTOR. Should CONTRACTOR be self-insured for workers' compensation, CONTRACTOR hereby agrees to waive its right of subrogation against County, its officers, officials, employees, agents, or volunteers.

Prior to the execution of this Agreement by the County, CONTRACTOR shall file certificates of insurance and endorsements with the County's Contract Administrator and County's Contracts/Purchasing Division, showing that the CONTRACTOR has in effect the insurance required by this Agreement. The CONTRACTOR shall file a new or amended certificate of insurance within five calendar days after any change is made in any insurance policy, which would alter the information on the certificate then on file. Acceptance or approval of insurance shall in no way modify or change the indemnification clause in this Agreement, which shall continue in full force and effect. CONTRACTOR shall always during the term of this Agreement maintain in force the insurance coverage required under this Agreement and shall send, without demand by County, annual certificates to County's Contract Administrator and County's Contracts/Purchasing Division. If the certificate is not received by the expiration date, County shall notify CONTRACTOR and CONTRACTOR shall have five calendar days to send in the certificate, evidencing no lapse in coverage during the interim. Failure by CONTRACTOR to maintain such insurance is a default of this Agreement, which entitles County, at its sole discretion, to terminate this Agreement immediately.

6. Amend Paragraph 10.0, "Records and Confidentiality", to add Section 10.06, "Format of Deliverables", as follows:

For this section, "Deliverables" shall mean all electronic documents CONTRACTOR provides to the County under this Agreement. CONTRACTOR shall ensure all Deliverables comply with the requirements of the Web Content Accessibility Guidelines ("WCAG") 2.1, pursuant to the Americans with Disabilities Act ("ADA"). CONTRACTOR bears the burden to deliver Deliverables, such as Adobe Acrobat Portable Document Format ("PDF") and Microsoft Office files, complying with WCAG 2.1. CONTRACTOR shall defend and indemnify the County against any breach of this Section. This Section shall survive the termination of this Agreement. Find more on Accessibility at this State website: <https://webstandards.ca.gov/accessibility/>.

7. In all places within the Agreement, any reference to “Exhibit A-4 – Revised Labor and Equipment Rental Rates”, effective January 1, 2025 is hereby replaced with “Exhibit A-5 – Revised Labor and Equipment Rental Rates”, effective January 1, 2026.
8. All other terms and conditions of the Agreement, including all Exhibits thereto, remain unchanged and in full force.
9. This Amendment No. 7 and all previous Amendments shall be attached to the Agreement and incorporated therein as if fully set forth in the Agreement.
10. The recitals to this Amendment No. 7 are incorporated into the Agreement and this Amendment No. 7.

IN WITNESS WHEREOF, the Parties hereto have executed this Amendment No. 7 to the Agreement which shall be effective as of the last date opposite the respective signatures below.

**COUNTY OF MONTEREY
Chief Contracts and Procurement Officer**

By: _____
Its: _____
(Print Name and Title)
Date: _____

**CONTRACTOR*
Granite Construction Company**

By: DocuSigned by:
Brent Fogg
(Signature of Chair, President or Vice President)
Its: Brent Fogg, VP Coastal Region
(Print Name and Title)
Date: 10/28/2025 | 8:09 PM PDT

**Approved as to Form
Office of the County Counsel
Susan K. Blitch, County Counsel**

By: Signed by:
Mary Grace Perry
76A18B9BA72D498...
Mary Grace Perry
Deputy County Counsel
Date: 10/29/2025 | 12:45 PM PDT

By: Signed by:
Brian R. Dowd
(Signature of Secretary, Asst. Secretary, CFO, Treasurer or Asst. Treasurer)
Its: Brian R. Dowd, Assistant Secretary
(Print Name and Title)
Date: 10/28/2025 | 9:06 AM PDT

**Approved as to Fiscal Provisions
Rupa Shah, Auditor-Controller**

By: DocuSigned by:
Patricia Ruiz
E79EF64E57454F6...
Its: Patricia Ruiz Auditor Controller Analyst I
(Print Name and Title)
Date: 10/29/2025 | 2:04 PM PDT

**Approved as to Indemnity and Insurance Provisions
Office of the County Counsel-Risk Management
Susan K. Blitch, County Counsel**

By: _____
David Bolton
Risk Manager
Date: _____

*INSTRUCTIONS: If CONTRACTOR is a corporation, including non-profit corporations, the full legal name of the corporation shall be set forth above together with the signatures of two (2) specified officers (California Corporations Code, §313). If CONTRACTOR is a Limited Liability Corporation (LLC), the full legal name of the LLC shall be set forth above together with the signatures of either 1) any member, or 2) two (2) managers (Corporations Code, §17703.01, subs. (a) and (d)). If CONTRACTOR is a partnership, the full legal name of the partnership shall be set forth above together with the signature of a partner who has authority to execute on behalf of the partnership. If CONTRACTOR is contracting in an individual capacity, the individual shall set forth the name of the business, if any, and shall personally sign.

EXHIBIT A-5 - REVISED LABOR AND EQUIPMENT RENTAL RATES

Effective January 1, 2026



**Northern California
2026 LABOR AND EQUIPMENT RENTAL RATES**

HOURLY LABOR RATES

<u>CRAFT LABOR</u>	<u>ST</u>	<u>OT</u>	<u>DT</u>
OPERATOR FOREMAN	\$196	\$262	\$327
OPERATOR / GRADSETTER	\$184	\$244	\$304
LABOR FOREMAN	\$139	\$179	\$219
LABORER	\$130	\$165	\$201
CEMENT MASON FOREMAN	\$171	\$227	\$283
CEMENT MASON	\$147	\$191	\$234
CARPENTER FOREMAN	\$210	\$281	\$351
CARPENTER	\$188	\$247	\$307
TEAMSTER	\$142	\$182	\$222

HOURLY EQUIPMENT RATES

LOADER JD 210C 4X4/BOBCAT	\$67	ROLLER 1-3 TON	\$55
LOADER/BACKHOE JD 710	\$124	ROLLER 4-6 TON	\$146
EXCAVATOR CAT 330L	\$250	ROLLER 7-9 TON	\$166
EXCAVATOR CAT 345	\$289	ROLLER 10+ TON	\$156
EXCAVATOR CAT 365	\$488	RUBBER TIRE ROLLER (9-25 TON)	\$102
LOADER CAT 950	\$256	66" SINGLE DRUM ROLLER	\$166
LOADER CAT 966	\$293	84" SINGLE DRUM ROLLER	\$156
LOADER CAT 980	\$314	COMPACTOR CAT 815	\$231
DOZER/RIPPER CAT D6	\$165	COMPACTOR CAT 825	\$316
DOZER/RIPPER CAT D8	\$295	POWER KICK BROOMS	\$100
DOZER/RIPPER CAT D9	\$397	STREET SWEEPER/PICK UP BROOM	\$200
DOZER/RIPPER CAT D10	\$548	WATER TRUCKS (2000 GAL)	\$102
PUSH CAT D10	\$405	WATER TRUCKS (3600 GAL)	\$102
SCRAPER CAT 613	\$175		
SCRAPER CAT 615	\$223		
SCRAPER CAT 623	\$225	PICKUP	\$51
SCRAPER CAT 631	\$275	FLATRACK	\$113
MOTOR GRADER CAT 140H/143H	\$161	AIR COMPRESSORS	\$24
MOTOR GRADER CAT 14H/163H	\$205	TRAFFIC TRUCK (w/cones & signs)	\$60
MOTOR GRADER CAT 16H	\$275	ASPHALT PAVER FEEDER	\$135
ASPHALT PAVER	\$322	MESSAGE BOARD (weekly rate)	\$595
SHUTTLE BUGGY	\$585	ARROW BOARD (weekly rate)	\$208
OIL DISTRIBUTOR TRUCK	\$100	WATER TOWER (monthly rate)	\$2,678
		GPS MACHINE CONTROLS (Each)	\$24

EXHIBIT A-5 - REVISED LABOR AND EQUIPMENT RENTAL RATES

Effective January 1, 2026

- * The above prices are based upon availability of Granite owned equipment.
- * Minimum charge of 4 hours. There is a minimum charge of 8 hours for equipment worked over 4 hours.
- * Rates do not include working at night. Night and Special Single Shift add \$8.00 to all rates.
- * Rates do not include working in rock and/or cobble. Rates may be adjusted upwards based on site conditions.
- * Overtime will be charged for work in excess of 8 hours per shift and Saturdays.
- * Double-time will be charged for work in excess of 12 hours per shift and Sundays.
- * Prices for specialized equipment such as chip sealing equipment, pulverizers, crushers, off road haulers and other equipment not listed above are negotiable based on scope of project.
- * Move-in/out not included in rates and will be charged at cost plus 15%.
- * Rental equipment and on-road dump trucks will be charged at cost plus 15%.
- * Fuel truck travel time will be billed to the owner on all equipment.
- * Any non-Granite piece requiring fuel will be charged for travel time and fuel as needed.
- * Subcontractors will be hired as necessary and will be charged by invoice amount plus 15%.
- * Materials purchased at the request of the owner will be charged by invoice amount plus 15%.
- * Any dump fees incurred will be charged by invoice plus a 15% markup.

Six Foot (6') Water Barrier: \$100 per week (EA)
\$260 per month (EA)
Delivery and Pickup \$500 (EA)
*Does not include installation or filling with water.

Rates Effective through 12/31/2026

Attachment B

**AMENDMENT NO. 6
TO STANDARD AGREEMENT
BETWEEN COUNTY OF MONTEREY AND
GRANITE CONSTRUCTION COMPANY**

THIS AMENDMENT NO. 6 to Standard Agreement No. A-15607 between the County of Monterey, a political subdivision of the State of California (hereinafter, “County”) and Granite Construction Company (hereinafter, “CONTRACTOR”) is hereby entered into between the County and the CONTRACTOR (collectively, the “Parties”) and effective as of the last date opposite the respective signatures below.

WHEREAS, CONTRACTOR entered into Standard Agreement No. A-15607 with County on February 5, 2021 (hereinafter, “Agreement”) to provide fully operated, fueled, and maintained construction equipment to work sites on an on-call basis (hereinafter, “services”) through December 31, 2021 for an amount not to exceed \$100,000; and

WHEREAS, the Agreement was amended by the Parties on November 23, 2021 (hereinafter, “Amendment No. 1”, including Exhibit A-1 – Revised Labor and Equipment Rental Rates) to update the Labor and Equipment Rental Rates, effective January 1, 2022, extend the term for one (1) additional year through December 31, 2022, and to increase the amount by \$200,000 which resulted in a total not to exceed amount of \$300,000; and

WHEREAS, the Agreement was amended by the Parties on September 22, 2022 (hereinafter, “Amendment No. 2”, including Exhibit A-2 – Revised Labor and Equipment Rental Rates) to update the Labor and Equipment Rental Rates, effective January 1, 2023, and extend the term for one (1) additional year through December 31, 2023 with no increase in the amount; and

WHEREAS, the Agreement was amended by the Parties on February 6, 2023 (hereinafter, “Amendment No. 3”) to increase the amount by \$300,000 which resulted in a total not to exceed amount of \$600,000 with no term extension; and

WHEREAS, the Agreement was amended by the Parties on April 21, 2023 (hereinafter, “Amendment No. 4”, including Exhibit B - Federal Emergency Management Agency (FEMA) Provisions) to increase the amount by \$2,500,000 which resulted in a total not to exceed amount of \$3,100,000 with no term extension; and

WHEREAS, the Agreement was amended by the Parties on October 16, 2023 (hereinafter, “Amendment No. 5”, including Exhibit A-3 – Revised Labor and Equipment Rental Rates) to update the Labor and Equipment Rental Rates effective January 1, 2024 and extend the term for one (1) additional year through December 31, 2024 with no increase in the not to exceed amount; and

WHEREAS, various provisions of the Agreement require an update; and

WHEREAS, the County has a continued need for services; and

WHEREAS, the CONTRACTOR’s Revised Labor and Equipment Rental Rates in Exhibit A-3 of the Agreement require an update effective January 1, 2025 in accordance with Exhibit A-4 Revised Labor and Equipment Rental Rates, which is attached and incorporated by this reference; and

WHEREAS, additional time is necessary to allow CONTRACTOR to continue to provide the services required by the County; and

WHEREAS, the Parties wish to further amend the Agreement to update various provisions, to update the Revised Labor and Equipment Rental Rates effective January 1, 2025, and to extend the term for one (1) additional year to December 31, 2025 with no associated dollar amount increase to allow CONTRACTOR to continue to provide services identified in the Agreement and as amended by this Amendment No. 6.

NOW, THEREFORE, the Parties agree to amend the Agreement as follows:

1. Amend the first sentence of Paragraph 2.0, “Payment Provisions”, to read as follows:

County shall pay the CONTRACTOR in accordance with the payment provisions set forth in Exhibits A, A-1, A-2, A-3 and A-4, subject to the limitations set forth in this Agreement.

2. Amend the first sentence of Section 3.01 of Paragraph 3.0, “Term of Agreement”, to read as follows:

The term of this Agreement is from January 1, 2021 to December 31, 2025, unless sooner terminated pursuant to the terms of this Agreement.

3. Amend Paragraph 4.0, “Scope of Services and Additional Provisions”, to add “Exhibit A-4 - Revised Labor and Equipment Rental Rates”, effective January 1, 2025.

4. Amend Paragraph 6.0, “Payment Conditions”, to read as follows:

6.01 Prices/rate changes shall remain firm for the initial term of the Agreement and, thereafter, may be adjusted annually as provided in this paragraph. The County does not guarantee any minimum or maximum amount of dollars to be spent under this Agreement.

6.02 Negotiations for price/rate changes shall be commenced, by CONTRACTOR, a minimum of ninety days (90) prior to the expiration of the Agreement. Rate changes are not binding unless mutually agreed upon in writing by the County and the CONTRACTOR.

6.03 Invoice amounts shall be billed directly to the ordering department.

6.04 CONTRACTOR shall submit to the Contract Administrator an invoice on a form acceptable to County. If not otherwise specified, the CONTRACTOR may submit such invoice periodically or at the completion of services, but in any event, not later than 30

days after completion of services. The invoice shall set forth the amounts claimed by CONTRACTOR for the previous period, together with an itemized basis for the amounts claimed, and such other information pertinent to the invoice as the County may require. The Contract Administrator or his or her designee shall certify the invoice; either in the requested amount or in such other amount as the County approves in conformity with this Agreement, and shall promptly submit such invoice to the County Auditor Controller for payment. The County Auditor-Controller shall pay the amount certified within 30 days of receiving the certified invoice.

6.05 If reimbursement for **mileage expenses** is set forth in this Agreement in Exhibit A – Scope of Services/Payment Provisions, then the Parties agree that CONTRACTOR and its subcontractors shall be reimbursed for **mileage** based upon the Internal Revenue Service (IRS) standard business mileage rate at the time of travel.

5. Amend Section 9.03, “Insurance Coverage Requirements”, of Paragraph 9.0, “Insurance Requirements”, to read as follows:

Insurance Coverage Requirements: Without limiting CONTRACTOR’s duty to indemnify, CONTRACTOR shall maintain in effect throughout the term of this Agreement a policy or policies of insurance with the following minimum limits of liability:

Commercial General Liability Insurance: including but not limited to premises and operations, including coverage for Bodily Injury and Property Damage, Personal Injury, Contractual Liability, Broad form Property Damage, Independent Contractors, Products and Completed Operations, with a combined single limit for Bodily Injury and Property Damage of not less than \$1,000,000 per occurrence, and \$2,000,000 in the aggregate.

(Note: any proposed modifications to these general liability insurance requirements shall be attached as an Exhibit hereto, and the section(s) above that are proposed as not applicable shall be lined out in blue ink. All proposed modifications are subject to County approval.)

Auto Liability Coverage: must include motor vehicles, including scheduled, non-owned, and hired vehicles, used in providing services under this Agreement, with a combined single limit or Bodily Injury and Property Damage of not less than \$1,000,000 per occurrence.

(Note: any proposed modifications to these auto insurance requirements shall be attached as an Exhibit hereto, and the section(s) above that are proposed as not applicable shall be lined out in blue ink. All proposed modifications are subject to County approval.)

Workers’ Compensation Insurance: if CONTRACTOR employs others in the performance of this Agreement, in accordance with California Labor Code section 3700 and with Employer’s Liability limits not less than \$1,000,000 each person, \$1,000,000 each accident and \$1,000,000 each disease.

(Note: any proposed modifications to these workers' compensation insurance requirements shall be attached as an Exhibit hereto, and the section(s) above that are proposed as not applicable shall be lined out in blue ink. All proposed modifications are subject to County approval.)

Professional Liability Insurance: if required for the professional services being provided, (e.g., those persons authorized by a license to engage in a business or profession regulated by the California Business and Professions Code), in the amount of not less than \$1,000,000 per claim and \$2,000,000 in the aggregate, to cover liability for malpractice or errors or omissions made in the course of rendering professional services. If professional liability insurance is written on a "claims-made" basis rather than an occurrence basis, the CONTRACTOR shall, upon the expiration or earlier termination of this Agreement, obtain extended reporting coverage ("tail coverage") with the same liability limits. Any such tail coverage shall continue for at least three years following the expiration or earlier termination of this Agreement.

(Note: Professional liability insurance coverage is required if the CONTRACTOR is providing a professional service regulated by the state. Examples of service providers regulated by the state are insurance agents, professional architects and engineers, doctors, certified public accountants, lawyers, etc. However, other professional contractors, such as computer or software designers, technology services, and services providers such as claims administrators, should also have professional liability. If in doubt, consult with your risk or contract manager.)

If the CONTRACTOR maintains broader coverage and/or higher limits than the minimums shown above, the County requires and shall be entitled to the broader coverage and/or higher limits maintained by the CONTRACTOR.

6. Amend Section 9.04, "Other Requirements", of Paragraph 9.0, "Insurance Requirements", to read as follows:

All insurance required by this Agreement shall be with a company acceptable to the County and issued and executed by an admitted insurer authorized to transact Insurance business in the State of California. Unless otherwise specified by this Agreement, all such insurance shall be written on an occurrence basis, or, if the policy is not written on an occurrence basis, such policy with the coverage required herein shall continue in effect for a period of three years following the date CONTRACTOR completes its performance of services under this Agreement.

Each liability policy shall provide that the County shall be given notice in writing at least thirty days in advance of any endorsed reduction in coverage or limit, cancellation, or intended non-renewal thereof. Each policy shall provide coverage for CONTRACTOR and additional insureds with respect to claims arising from each subcontractor, if any, performing work under this Agreement, or be accompanied by a certificate of insurance from each subcontractor showing each subcontractor has identical insurance coverage to the above requirements.

Additional Insured Status:

The County of Monterey, its officers, officials, employees, and volunteers are to be covered as additional insureds on the commercial general liability policy with respect to liability arising out of work or operations performed by or on behalf of the CONTRACTOR including materials,

parts, or equipment furnished in connection with such work or operations. General liability coverage shall be provided in the form of an endorsement to the CONTRACTOR's insurance (at least as broad as ISO Form CG 20 10 11 85 or if not available, through the addition of both CG 20 10, CG 20 26, CG 20 33, or CG 20 38; and CG 20 37 if a later edition is used).

Primary Coverage:

For any claims related to this Agreement, the CONTRACTOR's insurance coverage shall be primary and non-contributory and at least as broad as ISO CG 20 01 04 13 as respects to the County, its officers, officials, employees, and volunteers. Any insurance or self-insurance maintained by the County, its officers, officials, employees, or volunteers shall be excess of the CONTRACTOR's insurance and shall not contribute with it. This requirement shall also apply to any Excess or Umbrella liability policies.

Waiver of Subrogation:

CONTRACTOR hereby grants to County a waiver of any right to subrogation which any insurer of said CONTRACTOR may acquire against the County by virtue of the payment of any loss under such insurance. CONTRACTOR agrees to obtain any endorsement that may be necessary to affect this waiver of subrogation, but this provision applies regardless of whether or not the County has received a waiver of subrogation endorsement from the insurer.

Prior to the execution of this Agreement by the County, CONTRACTOR shall file certificates of insurance with the County's Contract Administrator and County's Contracts/Purchasing Division, showing that the CONTRACTOR has in effect the insurance required by this Agreement. The CONTRACTOR shall file a new or amended certificate of insurance within five calendar days after any change is made in any insurance policy, which would alter the information on the certificate then on file. Acceptance or approval of insurance shall in no way modify or change the indemnification clause in this Agreement, which shall continue in full force and effect. CONTRACTOR shall always during the term of this Agreement maintain in force the insurance coverage required under this Agreement and shall send, without demand by County, annual certificates to County's Contract Administrator and County's Contracts/Purchasing Division. If the certificate is not received by the expiration date, County shall notify CONTRACTOR and CONTRACTOR shall have five calendar days to send in the certificate, evidencing no lapse in coverage during the interim. Failure by CONTRACTOR to maintain such insurance is a default of this Agreement, which entitles County, at its sole discretion, to terminate this Agreement immediately.

7. In all places within the Agreement, any reference to Department of Public Works, Facilities, & Parks is hereby replaced with Department of Public Works, Facilities and Parks (PWFP).
8. In all places within the Agreement, any reference to County's email address of PWFP-Finance-AP@co.monterey.ca.us for invoicing, is hereby replaced with PWFP-Finance-AP@countyofmonterey.gov.
9. In all places within the Agreement, any reference to "Exhibit A-3 – Revised Labor and Equipment Rental Rates", effective January 1, 2024 is hereby replaced with "Exhibit A-4 – Revised Labor and Equipment Rental Rates", effective January 1, 2025.

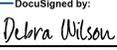
Page 5 of 7

Amendment No. 6 to Standard Agreement No. A-15607
Granite Construction Company
On-Call Operated, Fueled, and Maintained Construction Equipment
Department of Public Works, Facilities and Parks
Term: January 1, 2021 to December 31, 2025
Not to Exceed: \$3,100,000

10. All other terms and conditions of the Agreement, including all Exhibits thereto, remain unchanged and in full force.
11. This Amendment No. 6 and all previous Amendments shall be attached to the Agreement and incorporated therein as if fully set forth in the Agreement.
12. The recitals to this Amendment No. 6 are incorporated into the Agreement and this Amendment No. 6.

IN WITNESS WHEREOF, the Parties hereto have executed this Amendment No. 6 to the Agreement which shall be effective as of the last date opposite the respective signatures below.

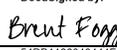
COUNTY OF MONTEREY
Debra R. Wilson, Contracts/Purchasing Officer

By:  DocuSigned by:
Debra Wilson
7B741937AA0D41B...

Its: Debra Wilson Contracts & Purchasing Officer
(Print Name and Title)

Date: 11/27/2024 | 8:16 AM PST

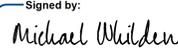
CONTRACTOR*
Granite Construction Company

By:  DocuSigned by:
Brent Fogg
54DB118604044F...

Its: Brent Fogg, VP Coastal Region
(Print Name and Title)

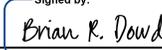
Date: 11/22/2024 | 9:07 AM PST

Approved as to Form
Office of the County Counsel
Susan K. Blitch, County Counsel

By:  Signed by:
Michael Whilden
2C8F38174D3940D...

Michael J. Whilden
Deputy County Counsel

Date: 11/26/2024 | 1:12 PM PST

By:  Signed by:
Brian R. Dowd
C97287F8EF9744B...

Its: Brian R. Dowd, Assistant Secretary
(Print Name and Title)

Date: 11/22/2024 | 3:12 PM PST

Approved as to Fiscal Provisions
Rupa Shah, Auditor-Controller

By:  DocuSigned by:
Jennifer Forsyth
4E7E657875454AE...

Its: Jennifer Forsyth Auditor-Controller Analyst II
(Print Name and Title)

Date: 11/26/2024 | 3:26 PM PST

Approved as to Indemnity and Insurance Provisions
Office of the County Counsel-Risk Management
Susan K. Blitch, County Counsel

By: _____
David Bolton
Risk Manager

Date: _____

*INSTRUCTIONS: If CONTRACTOR is a corporation, including non-profit corporations, the full legal name of the corporation shall be set forth above together with the signatures of two (2) specified officers per California Corporations Code Section 313. If CONTRACTOR is a Limited Liability Corporation (LLC), the full legal name of the LLC shall be set forth above together with the signatures of two (2) managers. If CONTRACTOR is a partnership, the full legal name of the partnership shall be set forth above together with the signature of a partner who has authority to execute this Agreement on behalf of the partnership. If CONTRACTOR is contracting in an individual capacity, the individual shall set forth the name of the business, if any, and shall personally sign the Agreement or Amendment to said Agreement

EXHIBIT A-4 - REVISED LABOR AND EQUIPMENT RENTAL RATES

Effective January 1, 2025



County of Monterey Emergency On-Call

2025 Labor and Equipment Rental Rates

HOURLY LABOR RATES

<u>CRAFT LABOR</u>	<u>ST</u>	<u>OT</u>	<u>DT</u>
OPERATOR FOREMAN	\$200	\$265	\$330
OPERATOR / GRADSETTER	\$187	\$246	\$305
LABOR FOREMAN	\$152	\$196	\$240
LABORER	\$135	\$171	\$207
CEMENT MASON FOREMAN	\$172	\$227	\$281
CEMENT MASON	\$149	\$193	\$236
CARPENTER FOREMAN	\$217	\$290	\$362
CARPENTER	\$187	\$245	\$303
TEAMSTER	\$147	\$186	\$226

HOURLY EQUIPMENT RATES

LOADER JD 210C 4X4/BOBCAT	\$72	ROLLER 1-3 TON	\$70
LOADER/BACKHOE JD 710	\$129	ROLLER 4-6 TON	\$151
EXCAVATOR CAT 330L	\$255	ROLLER 7-9 TON	\$171
EXCAVATOR CAT 345	\$294	ROLLER 10+ TON	\$161
EXCAVATOR CAT 365	\$493	RUBBER TIRE ROLLER (9-25 TON)	\$107
LOADER CAT 950	\$261	66" SINGLE DRUM ROLLER	\$171
LOADER CAT 966	\$298	84" SINGLE DRUM ROLLER	\$161
LOADER CAT 980	\$319	COMPACTOR CAT 815	\$236
DOZER/RIPPER CAT D6	\$184	COMPACTOR CAT 825	\$321
DOZER/RIPPER CAT D8	\$303	POWER KICK BROOMS	\$105
DOZER/RIPPER CAT D9	\$402	STREET SWEEPER/PICK UP BROOM	\$210
DOZER/RIPPER CAT D10	\$553	WATER TRUCKS (2000 GAL)	\$107
PUSH CAT D10	\$497	WATER TRUCKS (3600 GAL)	\$107
SCRAPER CAT 613	\$180		
SCRAPER CAT 615	\$230		
SCRAPER CAT 623	\$230	PICKUP	\$56
SCRAPER CAT 631	\$280	FLATRACK	\$118
MOTOR GRADER CAT 140H/143H	\$166	AIR COMPRESSORS	\$29
MOTOR GRADER CAT 14H/163H	\$210	TRAFFIC TRUCK (w/cones & signs)	\$65
MOTOR GRADER CAT 16H	\$280	ASPHALT PAVER FEEDER	\$144
ASPHALT PAVER	\$361	MESSAGE BOARD (weekly rate)	\$600
SHUTTLE BUGGY	\$585	ARROW BOARD (weekly rate)	\$213
OIL DISTRIBUTOR TRUCK	\$130	WATER TOWER (monthly rate)	\$2,683

* The above prices are based upon availability of Granite owned equipment.

* Minimum charge of 4 hours. There is a minimum charge of 8 hours for equipment worked over 4 hours.

* Rates do not include working at night. Night and Special Shift Add \$8.00 to all rates

* Rates do not include working in rock and/or cobble. Rates may be adjusted upwards based on site conditions.

EXHIBIT A-4 - REVISED LABOR AND EQUIPMENT RENTAL RATES

Effective January 1, 2025

- * Overtime will be charged for work in excess of 8 hours per shift and Saturdays.
- * Double-time will be charged for work in excess of 12 hours per shift and Sundays.
- * Prices for specialized equipment such as chip sealing equipment, pulverizers, crushers, off road haulers and other equipment not listed above are negotiable based on scope of project.
- * Move-in/out not included in rates and will be charged at cost plus 15%.
- * Rental equipment and on-road dump trucks will be charged at cost plus 15%.
- * Fuel Truck Travel time will be billed to the owner on all equipment
- * Any non-granite piece requiring fuel will be charged for travel time and fuel as needed.
- * Subcontractors will be hired as necessary and will be charged by invoice amount plus 15%.
- * Materials purchased will be charged by invoice amount plus 15%
- * Any Dump fees incurred will be charged by invoice plus a 15% markup.
- * Foreman and Lead personnel completing timecards will charge a minimum 1 additional hour per shift.

Six Foot (6') Water Barrier*:	\$100.00 per week each \$300.00 per month each Delivery or Pickup: \$500.00 (Each Load) *Does not include installation or filling with water
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Rates Effective through 12/31/2025

EXHIBIT A-4 - REVISED LABOR AND EQUIPMENT RENTAL RATES

Effective January 1, 2025



County of Monterey Emergency On-Call

2025 Labor and Equipment Rental Rates

HOURLY LABOR RATES

CRAFT LABOR	ST	OT	DT
OPERATOR FOREMAN	\$200	\$265	\$330
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LABOR FOREMAN	\$152	\$196	\$240
LABORER	\$135	\$171	\$207
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TEAMSTER	\$147	\$186	\$226

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LOADER CAT 980	\$319	COMPACTOR CAT 815	\$236
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DOZER/RIPPER CAT D8	\$303	POWER KICK BROOMS	\$105
DOZER/RIPPER CAT D9	\$402	STREET SWEEPER/PICK UP BROOM	\$210
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PUSH CAT D10	\$497	WATER TRUCKS (3600 GAL)	\$107
SCRAPER CAT 613	\$180		
SCRAPER CAT 615	\$230		
SCRAPER CAT 623	\$230	PICKUP	\$56
SCRAPER CAT 631	\$280	FLATRACK	\$118
MOTOR GRADER CAT 140H/143H	\$166	AIR COMPRESSORS	\$29
MOTOR GRADER CAT 14H/163H	\$210	TRAFFIC TRUCK (w/cones & signs)	\$65
MOTOR GRADER CAT 16H	\$280	ASPHALT PAVER FEEDER	\$144
ASPHALT PAVER	\$361	MESSAGE BOARD (weekly rate)	\$600
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OIL DISTRIBUTOR TRUCK	\$130	WATER TOWER (monthly rate)	\$2,683

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EXHIBIT A-4 - REVISED LABOR AND EQUIPMENT RENTAL RATES

Effective January 1, 2025

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Six Foot (6') Water Barrier*:	\$100.00 per week each \$300.00 per month each Delivery or Pickup: \$500.00 (Each Load) *Does not include installation or filling with water
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Rates Effective through 12/31/2025

Attachment C

**AMENDMENT NO. 5
TO STANDARD AGREEMENT
BETWEEN COUNTY OF MONTEREY AND
GRANITE CONSTRUCTION COMPANY**

THIS AMENDMENT NO. 5 to Standard Agreement No. A-15607 between the County of Monterey, a political subdivision of the State of California (hereinafter, “County”) and Granite Construction Company (hereinafter, “CONTRACTOR”) is hereby entered into between the County and the CONTRACTOR (collectively, the “Parties”) and effective as of the last date opposite the respective signatures below.

WHEREAS, CONTRACTOR entered into Standard Agreement No. A-15607 with County on February 5, 2021 (hereinafter, “Agreement”) to provide fully operated, fueled, and maintained construction equipment to work sites on an on-call basis (hereinafter, “services”) through December 31, 2021 for an amount not to exceed \$100,000; and

WHEREAS, the Agreement was amended by the Parties on November 23, 2021 (hereinafter, “Amendment No. 1”, including Exhibit A-1 – Revised Labor and Equipment Rental Rates) to update the Labor and Equipment Rental Rates, effective January 1, 2022, extend the term for one (1) additional year through December 31, 2022, and to increase the amount by \$200,000 which resulted in a total not to exceed amount of \$300,000; and

WHEREAS, the Agreement was amended by the Parties on September 22, 2022 (hereinafter, “Amendment No. 2”, including Exhibit A-2 – Revised Labor and Equipment Rental Rates) to update the Labor and Equipment Rental Rates, effective January 1, 2023, and extend the term for one (1) additional year through December 31, 2023 with no increase in the amount; and

WHEREAS, the Agreement was amended by the Parties on February 6, 2023 (hereinafter, “Amendment No. 3”) to increase the amount by \$300,000 which resulted in a total not to exceed amount of \$600,000 with no term extension; and

WHEREAS, the Agreement was amended by the Parties on April 21, 2023 (hereinafter, “Amendment No. 4”, including Exhibit B - Federal Emergency Management Agency (FEMA) Provisions) to increase the amount by \$2,500,000 which resulted in a total not to exceed amount of \$3,100,000 with no term extension; and

WHEREAS, the County has a continued need for services; and

WHEREAS, the CONTRACTOR’s Revised Labor and Equipment Rental Rates in Exhibit A-2 of the Agreement require an update effective January 1, 2024, in accordance with Exhibit A-3 Revised Labor and Equipment Rental Rates, which is attached and incorporated by this reference; and

WHEREAS, additional time is necessary to allow CONTRACTOR to continue to provide the services required by the County; and

WHEREAS, the Parties wish to further amend the Agreement to update the Revised Labor and Equipment Rental Rates effective January 1, 2024 extend the term for one (1) additional year to December 31, 2024 with no associated dollar amount increase to allow CONTRACTOR to continue to provide services identified in the Agreement and as amended by this Amendment No. 5.

NOW, THEREFORE, the Parties agree to amend the Agreement as follows:

1. Amend the first sentence of Paragraph 2.0, "Payment Provisions", to read as follows:

County shall pay the CONTRACTOR in accordance with the payment provisions set forth in Exhibits A, A-1, A-2, and A-3, subject to the limitations set forth in this Agreement.

2. Amend the first sentence of Section 3.01 of Paragraph 3.0, "Term of Agreement", to read as follows:

The term of this Agreement is from January 1, 2021 to December 31, 2024, unless sooner terminated pursuant to the terms of this Agreement.

3. Amend Paragraph 4.0, "Scope of Services and Additional Provisions", to add "Exhibit A-3 - Revised Labor and Equipment Rental Rates", effective January 1, 2024.
4. All other terms and conditions of the Agreement, including all Exhibits thereto, remain unchanged and in full force.
5. This Amendment No. 5 and all previous Amendments shall be attached to the Agreement and incorporated therein as if fully set forth in the Agreement.
6. The recitals to this Amendment No. 5 are incorporated into the Agreement and this Amendment No. 5.

IN WITNESS WHEREOF, the Parties hereto have executed this Amendment No. 5 to the Agreement which shall be effective as of the last date opposite the respective signatures below.

COUNTY OF MONTEREY

Debra R. Wilson, Contracts/Purchasing Officer

By: DocuSigned by: *Angelica Kuelas*
4DFC1176E799451...

Its: MA III/ Deputy Purchasing Agent
(Print Name and Title)

Date: 10/16/2023 | 8:30 AM PDT

CONTRACTOR

Granite Construction Company

By: *Brent Fogg*
(Signature of Chair, President or Vice President)

Its: Brent Fogg, VP Coastal Region
(Print Name and Title)

Date: October 9, 2023

Approved as to Form

Office of the County Counsel

Leslie J. Girard, County Counsel

By: DocuSigned by: *Mary Grace Perry*
A1933B26E717442...
Mary Grace Perry
Deputy County Counsel

Date: 10/12/2023 | 2:05 PM PDT

By: *Brian R. Dowd*
(Signature of Secretary, Asst. Secretary, CFO, Treasurer or Asst. Treasurer)

Its: Brian R. Dowd, Assistant Secretary
(Print Name and Title)

Date: October 9, 2023

Approved as to Fiscal Provisions

Rupa Shah, Auditor/Controller

By: DocuSigned by: *Jennifer Forsyth*
4E7E857875454AE...

Its: Auditor-Controller Analyst II
(Print Name and Title)

Date: 10/12/2023 | 3:39 PM PDT

Approved as to Indemnity and Insurance Provisions

Office of the County Counsel

David Bolton, Risk Manager

By: _____

Its: _____
(Print Name and Title)

Date: _____

*INSTRUCTIONS: If CONTRACTOR is a corporation, including non-profit corporations, the full legal name of the corporation shall be set forth above together with the signatures of two (2) specified officers per California Corporations Code Section 313. If CONTRACTOR is a Limited Liability Corporation (LLC), the full legal name of the LLC shall be set forth above together with the signatures of two (2) managers. If CONTRACTOR is a partnership, the full legal name of the partnership shall be set forth above together with the signature of a partner who has authority to execute this Agreement on behalf of the partnership. If CONTRACTOR is contracting in an individual capacity, the individual shall set forth the name of the business, if any, and shall personally sign the Agreement or Amendment to said Agreement.

EXHIBIT A-3 – REVISED LABOR AND EQUIPMENT RENTAL RATES

Effective January 1, 2024



County of Monterey Emergency On-call

2024 LABOR AND EQUIPMENT RENTAL RATES**HOURLY LABOR RATES**

CRAFT LABOR	ST	OT	DT
OPERATOR FOREMAN	\$195	\$260	\$326
OPERATOR / GRADSETTER	\$182	\$241	\$301
LABOR FOREMAN	\$147	\$191	\$236
LABORER	\$130	\$166	\$202
CEMENT MASON FOREMAN	\$167	\$222	\$276
CEMENT MASON	\$145	\$188	\$231
CARPENTER FOREMAN	\$203	\$272	\$341
CARPENTER	\$182	\$240	\$298
TEAMSTER	\$142	\$182	\$221

HOURLY EQUIPMENT RATES

LOADER JD 210C 4X4/BOBCAT	\$61	ROLLER 1-3 TON	\$65
LOADER/BACKHOE JD 710	\$99	ROLLER 4-6 TON	\$75
EXCAVATOR CAT 330L	\$210	ROLLER 7-9 TON	\$124
EXCAVATOR CAT 345	\$237	ROLLER 10+ TON	\$129
EXCAVATOR CAT 365	\$416	RUBBER TIRE ROLLER (9-25 TON)	\$109
LOADER CAT 950	\$203	66" SINGLE DRUM ROLLER	\$124
LOADER CAT 966	\$236	84" SINGLE DRUM ROLLER	\$129
LOADER CAT 980	\$273	COMPACTOR CAT 815	\$200
DOZER/RIPPER CAT D6	\$179	COMPACTOR CAT 825	\$260
DOZER/RIPPER CAT D8	\$298	POWER KICK BROOMS	\$100
DOZER/RIPPER CAT D9	\$355	STREET SWEEPER/PICK UP BROOM	\$200
DOZER/RIPPER CAT D10	\$443	WATER TRUCKS (2000 GAL)	\$76
PUSH CAT D10	\$492	WATER TRUCKS (3600 GAL)	\$76
SCRAPER CAT 613	\$175		
SCRAPER CAT 615	\$225		
SCRAPER CAT 623	\$225	PICKUP	\$36
SCRAPER CAT 631	\$275	FLATRACK	\$57
MOTOR GRADER CAT 140H/143H	\$130	AIR COMPRESSORS	\$24
MOTOR GRADER CAT 14H/163H	\$165	TRAFFIC TRUCK (w/cones & signs)	\$60
MOTOR GRADER CAT 16H	\$275	ASPHALT PAVER FEEDER	\$139
ASPHALT PAVER	\$356	MESSAGE BOARD (weekly rate)	\$595
SHUTTLE BUGGY	\$494	ARROW BOARD (weekly rate)	\$208
OIL DISTRIBUTOR TRUCK	\$100	WATER TOWER (monthly rate)	\$2,678
		GPS MACHINE CONTROLS (Each)	\$24

* The above prices are based upon availability of Granite owned equipment.

* Minimum charge of 4 hours. There is a minimum charge of 8 hours for equipment worked over 4 hours.

* Rates do not include working at night. Night and Special Shift Add \$8.00 to all rates.

* Rates do not include working in rock and/or cobble. Rates may be adjusted upwards based on site conditions.

EXHIBIT A-3 – REVISED LABOR AND EQUIPMENT RENTAL RATES
Effective January 1, 2024

- * Overtime will be charged for work in excess of 8 hours per shift and Saturdays.
- * Double-time will be charged for work in excess of 12 hours per shift and Sundays.
- * Prices for specialized equipment such as chip sealing equipment, pulverizers, crushers, off road haulers and other equipment not listed above are negotiable based on scope of project.
- * Move-in/out not included in rates and will be charged at cost plus 15%.
- * Rental equipment and on-road dump trucks will be charged at cost plus 15%.
- * Fuel Truck Travel time will be billed to the owner on all equipment.
- * Any non-granite piece requiring fuel will be charged for travel time and fuel as needed.
- * Subcontractors will be hired as necessary and will be charged by invoice amount plus 15%.
- * Materials purchased will be charged by invoice amount plus 15%.
- * Any Dump fees incurred will be charged by invoice plus a 15% markup.
- * Foreman and Lead personnel completing timecards will charge a minimum 1 additional hour per shift.

WEEKLY/MONTHLY EQUIPMENT RATES

SIX FOOT (6') WATER BARRIER*: \$82 per week (Each)
 \$225 per month (Each)
 Delivery or Pickup: \$500 (Each)
 *Does not include installation or filling with water.

Rates Effective through: 12/31/2024

Attachment D



Monterey County Board of Supervisors

Board Order

168 West Alisal Street,
1st Floor
Salinas, CA 93901
831.755.5066
www.co.monterey.ca.us

A motion was made by Supervisor Chris Lopez, seconded by Supervisor Wendy Root Askew to:

Agreement No. A-15607 ; Amendment No.: 4	Granite Construction
Agreement No. A-15608 ; Amendment No.: 4	Don Chapin Company

- a. Ratify and approve Amendment No. 4 to Standard Agreement No. A-15607 with Granite Construction Company to continue to provide fully operated, fueled and maintained construction equipment to work sites on an on-call basis to: increase the not to exceed amount by \$2,500,000 for a total amount not to exceed \$3,100,000 and include Federal Emergency Management Agency (FEMA) Provisions retroactive to December 27, 2022 with no extension to the term from January 1, 2021 to December 31, 2023; and
- b. Ratify and approve Amendment No. 4 to Standard Agreement No. A-15608 with The Don Chapin Company, Inc. to continue to provide fully operated, fueled and maintained construction equipment to work sites on an on-call basis to: increase the not to exceed amount by \$2,500,000 for a total amount not to exceed \$3,100,000 and include Federal Emergency Management Agency (FEMA) Provisions retroactive to December 27, 2022 with no extension to the term from January 1, 2021 to December 31, 2023; and
- c. Authorize the Contracts/Purchasing Officer or Contracts/Purchasing Supervisor to execute Amendment No. 4 to each Agreement and future amendments to each Agreement where the amendments do not significantly alter the scope of work as determined by the Director of Public Works Facilities and Parks or designee or increase the approved amount of each Agreement and subject to approval as to form by the Office of the County Counsel.

PASSED AND ADOPTED on this 18th day of April 2023, by roll call vote:

AYES: Supervisors Alejo, Church, Lopez, Askew, and Adams

NOES: None

ABSENT: None

I, Valerie Ralph, Clerk of the Board of Supervisors of the County of Monterey, State of California, hereby certify that the foregoing is a true copy of an original order of said Board of Supervisors duly made and entered in the minutes thereof of Minute Book 82 for the meeting April 18, 2023.

Dated: April 20, 2023
File ID: A 23-097
Agenda Item No.: 48

Valerie Ralph, Clerk of the Board of Supervisors
County of Monterey, State of California



Emmanuel H. Santos, Deputy

**AMENDMENT NO. 4
TO STANDARD AGREEMENT
BETWEEN COUNTY OF MONTEREY AND
GRANITE CONSTRUCTION COMPANY**

THIS AMENDMENT NO. 4 to Standard Agreement No. A-15607 between the County of Monterey, a political subdivision of the State of California (hereinafter, “County”) and Granite Construction Company (hereinafter, “CONTRACTOR”) is hereby entered into between the County and the CONTRACTOR (collectively, the “Parties”) and effective as of the last date opposite the respective signatures below.

WHEREAS, CONTRACTOR entered into Standard Agreement No. A-15607 with County on February 5, 2021 (hereinafter, “Agreement”) to provide fully operated, fueled, and maintained construction equipment to work sites on an on-call basis (hereinafter, “services”) through December 31, 2021 for an amount not to exceed \$100,000; and

WHEREAS, the Agreement was amended by the Parties on November 23, 2021 (hereinafter, “Amendment No. 1”, including Exhibit A-1 – Revised Labor and Equipment Rental Rates) to update the Labor and Equipment Rental Rates, effective January 1, 2022, extend the term for one (1) additional year through December 31, 2022, and to increase the amount by \$200,000 which resulted in a total not to exceed amount of \$300,000; and

WHEREAS, the Agreement was amended by the Parties on September 22, 2022 (hereinafter, “Amendment No. 2”, including Exhibit A-2 – Revised Labor and Equipment Rental Rates) to update the Labor and Equipment Rental Rates, effective January 1, 2023, and extend the term for one (1) additional year through December 31, 2023 with no increase in the amount; and

WHEREAS, the Agreement was amended by the Parties on February 6, 2023 (hereinafter, “Amendment No. 3”) to increase the amount by \$300,000 which resulted in a total not to exceed amount of \$600,000 with no term extension; and

WHEREAS, due to the Proclamation of Local Emergency (issued by County January 4, 2023) services in the amount of \$1,569,694 and in excess of the total not to exceed authorized Agreement amount were rendered by CONTRACTOR to respond to emergency storm conditions; and

WHEREAS, the Parties wish to further amend the Agreement to include Exhibit B, Federal Emergency Management Agency (FEMA) Provisions, to comply with FEMA requirements; and

WHEREAS, the County has a continued need for services; and

WHEREAS, additional funding is necessary to allow CONTRACTOR to continue to provide the services required by the County; and

WHEREAS, the Parties wish to further amend the Agreement retroactive and effective December 27, 2022 to include Exhibit B, FEMA Provisions, increase the amount by \$2,500,000 for a total amount not

to exceed \$3,100,000 to allow payment of services previously rendered in the amount of \$1,569,694 during emergency response with no term extension to allow CONTRACTOR to continue to provide services identified in the Agreement and as amended by this Amendment No. 4.

NOW, THEREFORE, the Parties agree to amend the Agreement as follows:

1. Amend Paragraph 2.0, "Payment Provisions", to read as follows:

County shall pay the CONTRACTOR in accordance with the payment provisions set forth in Exhibits A, A-1 and A-2, subject to the limitations set forth in this Agreement. The total amount payable by County to CONTRACTOR under this Agreement shall not exceed the sum of \$3,100,000.

2. Amend Paragraph 4.0, "Scope of Services and Additional Provisions", to add "Exhibit B - Federal Emergency Management Agency Provisions".
3. All other terms and conditions of the Agreement, including all Exhibits thereto, remain unchanged and in full force.
4. This Amendment No. 4 and all previous Amendments shall be attached to the Agreement and incorporated therein as if fully set forth in the Agreement.
5. The recitals to this Amendment No. 4 are incorporated into the Agreement and this Amendment No. 4.

IN WITNESS WHEREOF, the Parties hereto have executed this Amendment No. 4 to the Agreement which shall be effective as of the last date opposite the respective signatures below.

COUNTY OF MONTEREY

CONTRACTOR*

By: DocuSigned by:
Debra R. Wilson
7B741957AA6B416...
Contracts/Purchasing Officer

Granite Construction Company
Contractor's Business Name

Date: 4/21/2023 | 8:06 AM PDT

By: DocuSigned by:
Brent Fogg
59DB1160040262...
(Signature of Chair, President or Vice President)

**Approved as to Form
Office of the County Counsel
Leslie J. Girard, County Counsel**

Its: Brent Fogg, VP Coastal Region
(Print Name and Title)

By: DocuSigned by:
Mary Grace Perry
A1933B26E717442...
Mary Grace Perry
Deputy County Counsel

Date: 3/28/2023 | 9:58 PM PDT

Date: 3/29/2023 | 8:39 AM PDT

By: DocuSigned by:
Brian R. Dowd
10E35A6893E7832...
(Signature of Secretary, Asst. Secretary, CFO,
Treasurer or Asst. Treasurer)

Its: Brian R. Dowd, Assistant Secretary
(Print Name and Title)

Approved as to Fiscal Provisions

By: DocuSigned by:
Jennifer Forsyth
4E7E657875454AE...
Auditor/Controller

Date: 3/28/2023 | 4:47 PM PDT

Date: 3/29/2023 | 1:57 PM PDT

**Approved as to Indemnity and Insurance Provisions
Office of the County Counsel-Risk Management
Leslie J. Girard, County Counsel**

By: _____

Its: _____
(Print Name and Title)

Date: _____

*INSTRUCTIONS: If CONTRACTOR is a corporation, including non-profit corporations, the full legal name of the corporation shall be set forth above together with the signatures of two (2) specified officers per California Corporations Code Section 313. If CONTRACTOR is a Limited Liability Corporation (LLC), the full legal name of the LLC shall be set forth above together with the signatures of two (2) managers. If CONTRACTOR is a partnership, the full legal name of the partnership shall be set forth above together with the signature of a partner who has authority to execute this Agreement on behalf of the partnership. If CONTRACTOR is contracting in an individual capacity, the individual shall set forth the name of the business, if any, and shall personally sign the Agreement or Amendment to said Agreement.

EXHIBIT B - FEDERAL EMERGENCY MANAGEMENT AGENCY PROVISIONS**EXHIBIT 5****FEMA STANDARD PROVISIONS AND FUNDING REQUIREMENTS**

The Contract may be funded in part by the federal grant funding received by the COUNTY from the Federal Emergency Management Agency ("FEMA"), which is part of the United States Department of Homeland Security ("DHS"). Therefore, CONTRACTOR must comply with all federal laws and regulations applicable to the receipt of FEMA grants, including, but not limited to, the contractual provision set forth in Title 2 of the Code of Federal Regulations, Part 200, in connection with the CONTRACTOR's performance of the work or services covered by the Contract (the "Project"). All such federal laws and regulations shall be deemed to be inserted in the Contract and the Contract shall be read and enforced as though such federal laws and regulations were included therein.

Anything to the contrary herein notwithstanding, all FEMA-mandated terms shall be deemed to control in the event of a conflict with other provisions contained in the Contract. The CONTRACTOR shall not perform any act, fail to perform any act, or refuse to comply with any COUNTY request that would cause the COUNTY to be in violation of these FEMA terms and conditions or any other federal law or regulation applicable to the receipt of FEMA grants. If any provision of the Contract shall be such as to effect noncompliance with any FEMA requirement, such provision shall not be deemed to form a part thereof, but the balance of the Contract shall remain in full force and effect.

In addition, the CONTRACTOR agrees to the following specific provisions:

1.01 Debarment

1. The CONTRACTOR and any prospective lower tier participant certifies, by submission of this proposal, that neither it nor its principals is presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in this transaction by any Federal department or agency.
2. The COUNTY will insure the CONTRACTOR and any lower participants are not debarred by checking the governments Excluded Parties List System at SAM.gov prior to executing the Contract and/or subsequent Job Orders.

1.02 Cost Plus Percentage Not Allowed

1. Notwithstanding any provisions in the agreement to the contrary, the CONTRACTOR and any prospective lower tier participant are prohibited from using cost plus percentage contracts. This includes, but is not limited to the use of percentages for change orders or mark-ups on sub-contractors or materials. Cost plus fixed fee either lump sum or unit price is authorized.

1.03 Additional Federal Contracting Requirements

1. The CONTRACTOR must comply with Executive Order 11246 of September 24, 1965, entitled Equal Employment Opportunity, as amended by Executive Order 11375 of October 13, 1967, and as supplemented in Department of Labor regulations (41CFR chapter 60).
2. The CONTRACTOR must comply with the requirements of the Age Discrimination Act of 1975 (42 U.S.C. § 6101 et seq.), which prohibits discrimination on the basis of age in any program or activity receiving Federal financial assistance.
3. The CONTRACTOR must comply with the requirements of Titles I, II, and III of the Americans with Disabilities Act, which prohibits recipients of federal funding from discriminating on 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. §§ 12101–12213).

EXHIBIT B - FEDERAL EMERGENCY MANAGEMENT AGENCY PROVISIONS

4. The CONTRACTOR must comply with the requirements of Title VI of the Civil Rights Act of 1964 (42 U.S.C. § 2000d et seq.), which provides that no person in the United States will, on the grounds of race, color, or national origin, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program or activity receiving Federal financial assistance. Implementing regulations for the Act are found at 6 C.F.R. Part 21 and 44 C.F.R. Part 7.
5. The CONTRACTOR must comply with Title VIII of the Civil Rights Act of 1968, which prohibits CONTRACTORS from discriminating in the sale, rental, financing, and advertising of dwellings, or in the provision of services in connection therewith, on the basis of race, color, national origin, religion, disability, familial status, and sex (42 U.S.C. § 3601 et seq.), as implemented by the Department of Housing and Urban Development at 24 C.F.R. Part 100. The prohibition on disability discrimination includes the requirement that new multifamily housing with four or more dwelling units—i.e., the public and common use areas and individual apartment units (all units in buildings with elevators and ground-floor units in buildings without elevators)—be designed and constructed with certain accessible features (see 24 C.F.R. § 100.201).
6. The CONTRACTOR must comply with the Copeland Anti-Kickback Act (18 U.S.C. 874) as supplemented in Department of Labor regulations (29 CFR Part 3).
7. The CONTRACTOR must comply with the Davis-Bacon Act (40 U.S.C. 276a to 276a7) as supplemented by Department of Labor regulations (29 CFR Part 5).
 - a. This project is a public work in the State of California, funded in whole or in part with public funds. Therefore, the higher of the two applicable prevailing wage rates, federal or state, will be enforced.
8. The CONTRACTOR must comply with Sections 103 and 107 of the Contract Work Hours and Safety Standards Act (40 U.S.C. 327330) as supplemented by Department of Labor regulations (29 CFR Part 5).
9. The CONTRACTOR must provide reporting as specified in the plans, specifications and deliverables section of the Contract.
10. The COUNTY shall have patent rights with respect to any discovery or invention which arises or is developed in the course of or under such Contract.
11. The COUNTY shall have copyrights and rights respective to any data which arises or is developed in the course of or under such Contract.
12. The COUNTY, State, the Federal grantor agency, the Comptroller General of the United States, or any of their duly authorized representatives shall have access to any books, documents, papers, and records of the CONTRACTOR which are directly pertinent to that specific contract for the purpose of making audit, examination, excerpts, and transcriptions.
13. The CONTRACTOR must maintain records for three years after grantees or subgrantees make final payments and all other pending matters are closed.
14. The CONTRACTOR must comply with all applicable standards, orders, or requirements issued under section 306 of the Clean Air Act (42 U.S.C. 1857(h)), section 508 of the Clean Water Act (33 U.S.C. 1368), Executive Order 11738, and Environmental Protection Agency regulations (40 CFR part 15). (Contracts, subcontracts, and subgrants of amounts in excess of \$100,000)
15. The CONTRACTOR 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 procuring only items designated in guidelines of the Environmental Protection Agency (EPA) at 40 C.F.R. Part 247 that contain the highest percentage of recovered materials practicable, consistent

EXHIBIT B - FEDERAL EMERGENCY MANAGEMENT AGENCY PROVISIONS

with maintaining a satisfactory level of competition, where the purchase price of the item exceeds \$10,000 or the value of the quantity acquired by the preceding fiscal year exceeded \$10,000; procuring solid waste management services in a manner that maximizes energy and resource recovery; and establishing an affirmative procurement program for procurement of recovered materials identified in the EPA guidelines.

16. The CONTRACTOR must comply with 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. 94163, 89 Stat. 871).

17. The COUNTY is entitled to exercise all administrative, contractual, or other legal remedies permitted by law to enforce the CONTRACTOR's compliance with the terms of the Contract.

18. The CONTRACTOR must acknowledge its use of federal funding when issuing requests for proposals, bid invitations, and other documents describing the Project in connection with performing the Contract.

19. If the CONTRACTOR collects PII (Personally Identifiable Information) in connection with the Project, the CONTRACTOR is required to have a publicly available privacy policy that describes what PII they collect, how they use the PII, whether they share PII with third parties, and how individuals may have their PII corrected where appropriate.

20. The CONTRACTOR must comply with the Drug-Free Workplace Act of 1988 (41 U.S.C. § 701 et seq.), which is adopted at 2 C.F.R Part 3001, which requires that all organizations receiving grants from any Federal agency agree to maintain a drug-free workplace.

21. The CONTRACTOR must comply with the requirements of 31 U.S.C. § 3729 which sets forth that no recipient of federal payments shall submit a false claim for payment. See also 38 U.S.C. § 3801-3812 which details the administrative remedies for false claims and statements made.

22. The CONTRACTOR must comply with Preference for U.S. Flag Air Carriers: (air carriers holding certificates under 49 U.S.C. § 41102) for international air transportation of people and property to the extent that such service is available, in accordance with the International Air Transportation Fair Competitive Practices Act of 1974 (49 U.S.C. § 40118) and the interpretative guidelines issued by the Comptroller General of the United States in the March 31, 1981, amendment to Comptroller General Decision B-138942.

23. The CONTRACTOR must comply with the Title VI of the Civil Rights Act of 1964 (Title VI) prohibition against discrimination on the basis of national origin, which requires that recipients of federal financial assistance take reasonable steps to provide meaningful access to persons with limited English proficiency ("LEP") to their programs and services. Providing meaningful access for persons with LEP may entail providing language assistance services, including oral interpretation and written translation.

24. The CONTRACTOR must comply with 31 U.S.C. §1352, which provides that none of the funds provided under an award may be expended by the CONTRACTOR to pay any person to influence, or attempt 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 any Federal action concerning the award or renewal.

25. Unless otherwise provided by law, the CONTRACTOR is subject to the Bayh-Dole Act, Pub. L. No. 96-517, as amended, and codified in 35 U.S.C. § 200 et seq. The CONTRACTOR is subject to the specific requirements governing the development, reporting, and disposition of rights to inventions and patents resulting from financial assistance awards in 37 C.F.R. Part 401 and the standard patent rights clause in 37 C.F.R. § 401.14.

EXHIBIT B - FEDERAL EMERGENCY MANAGEMENT AGENCY PROVISIONS

26. The CONTRACTOR must comply with U.S. Executive Order 13224 and U.S. law that prohibit transactions with, and the provisions of resources and support to, individuals and organizations associated with terrorism.

27. The CONTRACTOR must comply with the requirements of the government-wide award term which implements Section 106(g) of the Trafficking Victims Protection Act (TVPA) of 2000, as amended (22 U.S.C. § 7104). This is implemented in accordance with OMB Interim Final Guidance, Federal Register, Volume 72, No. 218, November 13, 2007. Full text of the award term is located at 2 CFR § 175.15.

28. The CONTRACTOR must comply with the Rehabilitation Act of 1973, including all sections, that prohibits discrimination on the basis of disability. The standards for deciding if employment discrimination exists under the Rehabilitation Act are the same as those used in Title I of the Americans with Disabilities Act.

29. The CONTRACTOR must maintain the currency of the information in the Universal Identifier and System of Award Management (SAM) until submission of the final financial report required under the award or until the CONTRACTOR receives final payment, whichever is later, as required by 2 C.F.R. Part 25.

30. The CONTRACTOR must comply with requirements of the Uniting and Strengthening America by Providing Appropriate Tools Required to Intercept and Obstruct Terrorism Act (USA PATRIOT Act), which amends 18 U.S.C. §§ 175–175c. Among other things, the USA PATRIOT Act prescribes criminal penalties for possession of any biological agent, toxin, or delivery system of a type or in a quantity that is not reasonably justified by a prophylactic, protective, bona fide research, or other peaceful purpose.

31. The CONTRACTOR must comply with the statutory requirements for whistleblower protections (if applicable) at 10 U.S.C § 2409, 41 U.S.C. 4712, and 10 U.S.C. § 2324, 41 U.S.C. §§ 4304 and 4310.

32. The CONTRACTOR must obtain DHS's approval prior to using the DHS seal(s), logos, crests or reproductions of flags or likenesses of DHS agency officials, including use of the United States Coast Guard seal, logo, crests or reproductions of flags or likenesses of Coast Guard officials.

33. The CONTRACTOR must acknowledge and agree—and require any sub-CONTRACTORS, successors, transferees, and assignees to acknowledge and agree—to comply with applicable provisions governing DHS access to records, accounts, documents, information, facilities, and staff. Additionally:

a. the CONTRACTOR must cooperate with any compliance review or complaint investigation conducted by DHS;

b. the CONTRACTOR must give DHS access to and the right to examine and copy records, accounts, and other documents and sources of information related to the grant and permit access to facilities, personnel, and other individuals and information as may be necessary, as required by DHS regulations and other applicable laws or program guidance;

c. the CONTRACTOR must submit timely, complete, and accurate reports to the appropriate DHS officials and maintain appropriate backup documentation to support the reports;

d. the CONTRACTOR must comply with all other special reporting, data collection, and evaluation requirements, as prescribed by law or detailed in program guidance;

e. if, during the past three years, the CONTRACTOR has been accused of discrimination on the grounds of race, color, national origin (including limited English proficiency), sex, age, disability, religion, or familial status, the CONTRACTOR must provide a list of all such proceedings,

EXHIBIT B - FEDERAL EMERGENCY MANAGEMENT AGENCY PROVISIONS

pending or completed, including outcome and copies of settlement agreements to the DHS awarding office (FEMA) and the DHS Office of Civil Rights and Civil Liberties; and

f. in the event any court or administrative agency makes a finding of discrimination on grounds of race, color, national origin (including limited English proficiency), sex, age, disability, religion, or familial status against the CONTRACTOR, or the CONTRACTOR settles a case or matter alleging such discrimination, the CONTRACTOR must forward a copy of the complaint and findings to the DHS Component and/or awarding office (FEMA).

The United States has the right to seek judicial enforcement of these obligations.

Attachment E



Monterey County Board of Supervisors

168 West Alisal Street,
1st Floor
Salinas, CA 93901
831.755.5066

www.co.monterey.ca.us

Board Order

A motion was made by Supervisor Wendy Root Askew, seconded by Supervisor Glenn Church to:

Granite Construction Company	Agreement No. A-15607 ; Amendment No.: 3
The Don Chapin Company, Inc	Agreement No. A-15608 ; Amendment No.: 3

- a. Approve Amendment No. 3 to Standard Agreement with Granite Construction Company to continue to provide fully operated, fueled and maintained construction equipment to work sites on an on-call basis to increase the not to exceed amount of \$300,000 by \$300,000 for a total amount not to exceed \$600,000 with no change in the agreement term; and
- b. Approve Amendment No. 3 to Standard Agreement with The Don Chapin Company, Inc. to continue to provide fully operated, fueled and maintained construction equipment to work sites on an on-call basis to increase the not to exceed amount of \$300,000 by \$300,000 for a total amount not to exceed \$600,000 with no change in the agreement term; and
- c. Authorize the Contracts/Purchasing Officer or Contracts/Purchasing Supervisor to execute Amendment No. 3 to each Agreement and future amendments to each Agreement where the amendments do not significantly alter the scope of work or increase the approved amount of each Agreement.

PASSED AND ADOPTED on this 31st day of January 2023, by roll call vote:

AYES: Supervisors Alejo, Church, Lopez, Askew, and Adams

NOES: None

ABSENT: None

(Government Code 54953)

I, Valerie Ralph, Clerk of the Board of Supervisors of the County of Monterey, State of California, hereby certify that the foregoing is a true copy of an original order of said Board of Supervisors duly made and entered in the minutes thereof of Minute Book 82 for the meeting January 31, 2023.

Dated: February 1, 2023

File ID: A 23-010

Agenda Item No.: 33

Valerie Ralph, Clerk of the Board of Supervisors
County of Monterey, State of California

Emmanuel H. Santos

Emmanuel H. Santos, Deputy

**AMENDMENT NO. 3
TO STANDARD AGREEMENT
BETWEEN COUNTY OF MONTEREY AND
GRANITE CONSTRUCTION COMPANY**

THIS AMENDMENT NO. 3 to Standard Agreement No. A-15607 between the County of Monterey, a political subdivision of the State of California (hereinafter, “County”) and Granite Construction Company (hereinafter, “CONTRACTOR”) is hereby entered into between the County and the CONTRACTOR (collectively, the “Parties”) and effective as of the last date opposite the respective signatures below.

WHEREAS, CONTRACTOR entered into Standard Agreement No. A-15607 with County on February 5, 2021 (hereinafter, “Agreement”) to provide fully operated, fueled, and maintained construction equipment to work sites on an on-call basis (hereinafter, “services”) through December 31, 2021 for an amount not to exceed \$100,000; and

WHEREAS, the Agreement was amended by the Parties on November 23, 2021 (hereinafter, “Amendment No. 1”, including Exhibit A-1 – Revised Labor and Equipment Rental Rates) to update the Labor and Equipment Rental Rates, effective January 1, 2022, extend the term for one (1) additional year through December 31, 2022, and to increase the amount by \$200,000 which resulted in a total not to exceed amount of \$300,000; and

WHEREAS, the Agreement was amended by the Parties on September 22, 2022 (hereinafter, “Amendment No. 2”, including Exhibit A-2 – Revised Labor and Equipment Rental Rates) to update the Labor and Equipment Rental Rates, effective January 1, 2023, and extend the term for one (1) additional year through December 31, 2023 with no increase in the amount; and

WHEREAS, the County has a continued need for services; and

WHEREAS, additional funding is necessary to allow CONTRACTOR to continue to provide the services required by the County; and

WHEREAS, the Parties wish to further amend the Agreement to increase the amount by \$300,000 for a total amount not to exceed \$600,000 with no change to the term to allow CONTRACTOR to continue to provide services identified in the Agreement and as amended by this Amendment No. 3.

NOW, THEREFORE, the Parties agree to amend the Agreement as follows:

1. Amend Paragraph 2.0, “Payment Provisions”, to read as follows:

County shall pay the CONTRACTOR in accordance with the payment provisions set forth in Exhibits A, A-1 and A-2, subject to the limitations set forth in this Agreement. The total amount payable by County to CONTRACTOR under this Agreement shall not exceed the sum of \$600,000.

2. All other terms and conditions of the Agreement, including all Exhibits thereto, remain unchanged and in full force.
3. This Amendment No. 3 and all previous Amendments shall be attached to the Agreement and incorporated therein as if fully set forth in the Agreement.
4. The recitals to this Amendment No. 3 are incorporated into the Agreement and this Amendment No. 3.

IN WITNESS WHEREOF, the Parties hereto have executed this Amendment No. 3 to the Agreement which shall be effective as of the last date opposite the respective signatures below.

COUNTY OF MONTEREY

CONTRACTOR*

By: DocuSigned by:
W.T. Skinner
36F2308D716745F...
Contracts/Purchasing Officer

Granite Construction Company
Contractor's Business Name

Date: 2/6/2023 | 10:40 AM PST

By: Brent Fogg
(Signature of Chair, President or Vice President)

Approved as to Form
Office of the County Counsel
Leslie J. Girard, County Counsel

Its: Brent Fogg, VP Coastal Region
(Print Name and Title)

By: DocuSigned by:
Mary Grace Perry
A1038028E747442...
Mary Grace Perry
Deputy County Counsel

Date: 1/9/2023

Date: 1/11/2023 | 5:13 PM PST

By: Brian R. Dowd
(Signature of Secretary, Asst. Secretary, CFO, Treasurer or Asst. Treasurer)

Its: Brian R. Dowd, Assistant Secretary
(Print Name and Title)

Approved as to Fiscal Provisions

By: DocuSigned by:
Jennifer Forsyth
4E7EB57875454AE...
Auditor/Controller

Date: 1/9/2023

Date: 1/13/2023 | 8:30 AM PST

Approved as to Indemnity and Insurance Provisions
Office of the County Counsel
Leslie J. Girard, County Counsel

By: _____
Danielle P. Mancuso
Risk Manager

Date: _____

*INSTRUCTIONS: If CONTRACTOR is a corporation, including non-profit corporations, the full legal name of the corporation shall be set forth above together with the signatures of two (2) specified officers per California Corporations Code Section 313. If CONTRACTOR is a Limited Liability Corporation (LLC), the full legal name of the LLC shall be set forth above together with the signatures of two (2) managers. If CONTRACTOR is a partnership, the full legal name of the partnership shall be set forth above together with the signature of a partner who has authority to execute this Agreement on behalf of the partnership. If CONTRACTOR is contracting in an individual capacity, the individual shall set forth the name of the business, if any, and shall personally sign the Agreement or Amendment to said Agreement.

Attachment F

**AMENDMENT NO. 2
TO STANDARD AGREEMENT
BETWEEN COUNTY OF MONTEREY AND
GRANITE CONSTRUCTION COMPANY**

THIS AMENDMENT NO. 2 to Standard Agreement No. A-15607 between the County of Monterey, a political subdivision of the State of California (hereinafter, “County”) and Granite Construction Company (hereinafter, “CONTRACTOR”) is hereby entered into between the County and the CONTRACTOR (collectively, the “Parties”) and effective as of the last date opposite the respective signatures below.

WHEREAS, CONTRACTOR entered into Standard Agreement No. A-15607 with County on February 5, 2021 (hereinafter, “Agreement”) to provide fully operated, fueled, and maintained construction equipment to work sites on an on-call basis (hereinafter, “services”) through December 31, 2021 for an amount not to exceed \$100,000; and

WHEREAS, the Agreement was amended by the Parties on November 23, 2021 (hereinafter, “Amendment No. 1”, including Exhibit A-1 – Revised Labor and Equipment Rental Rates) to update the Labor and Equipment Rental Rates, effective January 1, 2022, extend the term for one (1) additional year through December 31, 2022, and to increase the amount by \$200,000 which resulted in a total not to exceed amount of \$300,000; and

WHEREAS, the County has a continued need for services; and

WHEREAS, the CONTRACTOR’s Labor and Equipment Rental Rates in Exhibit A-1 of the Agreement require an update retroactive to January 12, 2022 to include a line item for the rental of six foot (6’) water barrier at a rate of \$52.00 per week or \$130.00 per month with delivery and pick up fees of \$400.00; and

WHEREAS, the CONTRACTOR’s Labor and Equipment Rental Rates will require an update effective January 1, 2023, in accordance with Exhibit A-2 - Revised Labor and Equipment Rental Rates, which is attached and incorporated by this reference; and

WHEREAS, additional time is necessary to allow CONTRACTOR to continue to provide the services required by the County; and

WHEREAS, the Parties wish to further amend the Agreement to extend the term for one (1) additional year to December 31, 2023 and update the Labor and Equipment Rental Rates to allow CONTRACTOR to continue to provide services identified in the Agreement and as amended by this Amendment No. 2.

NOW, THEREFORE, the Parties agree to amend the Agreement as follows:

1. Amend Paragraph 2.0, "Payment Provisions", to read as follows:

County shall pay the CONTRACTOR in accordance with the payment provisions set forth in Exhibits A, A-1 and A-2, subject to the limitations set forth in this Agreement. The total amount payable by County to CONTRACTOR under this Agreement shall not exceed the sum of \$300,000.

2. Amend the first sentence of Section 3.01 of Paragraph 3.0, "Term of Agreement", to read as follows:

The term of this Agreement is from January 1, 2021 to December 31, 2023, unless sooner terminated pursuant to the terms of this Agreement.

3. Amend Paragraph 4.0, "Scope of Services and Additional Provisions" to add "Exhibit A-2 – Revised Labor and Equipment Rental Rates", effective January 1, 2023.

4. Amend "Exhibit A-1 - Labor and Equipment Rental Rates" of the Agreement, to add the following line item retroactive to January 12, 2022:

Six foot (6') Water Barrier: \$52.00 per week or \$130.00 per month with delivery and pick up fees of \$400.00

5. In all places within the Agreement, any reference to "Exhibit A-1 - Revised Labor and Equipment Rental Rates" is hereby replaced with "Exhibit A-2 – Revised Labor and Equipment Rental Rates", effective January 1, 2023.

6. All other terms and conditions of the Agreement, including all Exhibits thereto, remain unchanged and in full force.

7. This Amendment No. 2 and the previous Amendment No. 1 shall be attached to the Agreement and incorporated therein as if fully set forth in the Agreement.

8. The recitals to this Amendment No. 2 are incorporated into the Agreement and this Amendment No. 2.

IN WITNESS WHEREOF, the Parties hereto have executed this Amendment No. 2 to the Agreement which shall be effective as of the last date opposite the respective signatures below.

COUNTY OF MONTEREY

CONTRACTOR*

By: DocuSigned by: Angelica Ruelas
4DFC1176E798451...
Contracts/Purchasing Officer

Granite Construction Company
Contractor's Business Name

Date: 9/22/2022 | 9:09 AM PDT

By: DocuSigned by: James A Radich
035E7C598F08482...
(Signature of Chair, President or Vice President)

Approved as to Form
Office of the County Council
Leslie J. Girard, County Counsel

Its: James A. Radich, Executive Vice President
(Print Name and Title)

By: DocuSigned by: Mary Grace Perry
A1933B20E717442...
Mary Grace Perry
Deputy County Counsel

Date: 9/16/2022

Date: 9/20/2022 | 3:44 PM PDT

By: DocuSigned by: Brian R. Dowd
10E35A8893E7432...
(Signature of Secretary, Asst. Secretary, CFO, Treasurer or Asst. Treasurer)

Its: Brian R. Dowd, Assistant Secretary
(Print Name and Title)

Approved as to Fiscal Provisions

By: DocuSigned by: Jennifer Forsyth
4E7E857875454AE...
Auditor/Controller

Date: 9/16/2022

Date: 9/21/2022 | 10:16 AM PDT

Approved as to Indemnity and Insurance Provisions
Office of the County Council
Leslie J. Girard, County Counsel

By: _____
Danielle P. Mancuso
Risk Manager

Date: _____

*INSTRUCTIONS: If CONTRACTOR is a corporation, including non-profit corporations, the full legal name of the corporation shall be set forth above together with the signatures of two (2) specified officers per California Corporations Code Section 313. If CONTRACTOR is a Limited Liability Corporation (LLC), the full legal name of the LLC shall be set forth above together with the signatures of two (2) managers. If CONTRACTOR is a partnership, the full legal name of the partnership shall be set forth above together with the signature of a partner who has authority to execute this Agreement on behalf of the partnership. If CONTRACTOR is contracting in an individual capacity, the individual shall set forth the name of the business, if any, and shall personally sign the Agreement or Amendment to said Agreement.

GRANITE CONSTRUCTION COMPANY

CERTIFICATE OF SECRETARY

I, M. Craig Hall, Secretary of GRANITE CONSTRUCTION COMPANY, a California corporation (the “Company”), do hereby certify that the following is a true and correct copy of resolutions duly adopted effective June 27, 2022 by a Unanimous Written Consent of the Board of Directors in accordance with the provisions of Article III, Section 9 of the Bylaws of the Company; that the Directors acting were duly and regularly elected; and that the resolutions adopted have not been repealed and are still in full force and effect:

AUTHORIZATION TO EXECUTE DOCUMENTS AND AGREEMENTS

RESOLVED, that the below listed officers are authorized to execute and deliver on behalf of the Company all documents, agreements and undertakings required in connection with construction contract formation and operations of the Company:

Kyle T. Larkin	President & Chief Executive Officer
Elizabeth L. Curtis	Executive Vice President, Chief Financial Officer & Assistant Secretary
James A. Radich	Executive Vice President, Chief Operating Officer & Assistant Secretary
Brian R. Dowd	Senior Vice President, Group Manager & Assistant Secretary
Timothy W. Gruber	Senior Vice President, Human Resources & Assistant Secretary
M. Craig Hall	Senior Vice President, General Counsel, Corporate Compliance Officer & Secretary
Kenneth B. Olson	Senior Vice President of Corporate Finance, Treasurer, Assistant Financial Officer & Assistant Secretary
Michael G. Tatusko	Senior Vice President, Group Manager & Assistant Secretary
Bradley J. Williams	Senior Vice President, Group Manager & Assistant Secretary
Michael W. Barker	Vice President, Investor Relations
James D. Nickerson	Vice President & Assistant Secretary
Nicholas B. Blackburn	Vice President, Tax & Assistant Secretary
Staci M. Woolsey	Chief Accounting Officer & Assistant Secretary

RESOLVED FURTHER, that the authority provided for herein shall be in accordance with applicable policies, procedures and limits of authority previously approved and the Granite Construction Incorporated Delegation of Authority and Policy then in effect.

AUTHORIZATION TO ATTEST DOCUMENTS AND AGREEMENTS

RESOLVED, that the below listed officers are authorized to attest documents, agreements and undertakings required in connection with construction contract formation and operations of the Company:

Kyle T. Larkin	President & Chief Executive Officer
Elizabeth L. Curtis	Executive Vice President, Chief Financial Officer & Assistant Secretary
James A. Radich	Executive Vice President, Chief Operating Officer & Assistant Secretary
Brian R. Dowd	Senior Vice President, Group Manager & Assistant Secretary
Timothy W. Gruber	Senior Vice President, Human Resources & Assistant Secretary
M. Craig Hall	Senior Vice President, General Counsel, Corporate Compliance Officer & Secretary
Kenneth B. Olson	Senior Vice President of Corporate Finance, Treasurer, Assistant Financial Officer & Assistant Secretary
Michael G. Tatusko	Senior Vice President, Group Manager & Assistant Secretary
Bradley J. Williams	Senior Vice President, Group Manager & Assistant Secretary
Michael W. Barker	Vice President, Investor Relations
James D. Nickerson	Vice President & Assistant Secretary
Nicholas B. Blackburn	Vice President, Tax & Assistant Secretary
Staci M. Woolsey	Chief Accounting Officer & Assistant Secretary
Jordy L. Murray	Deputy General Counsel & Assistant Secretary
Kenneth M. Smith	Group Counsel & Assistant Secretary
Jason M. Jasper	Group Counsel & Assistant Secretary
Clinton R. Clark	Assistant Secretary
Todd N. Burford	Assistant Secretary

Dated: June 30, 2022


M. Craig Hall



EXHIBIT A-2 - REVISED LABOR AND EQUIPMENT RENTAL RATES

Effective January 1, 2023

**County of Monterey Emergency On-call****2023 LABOR AND EQUIPMENT RENTAL RATES****HOURLY LABOR RATES**

<u>CRAFT LABOR</u>	<u>ST</u>	<u>OT</u>	<u>DT</u>
OPERATOR FOREMAN	\$167	\$222	\$278
OPERATOR / GRADSETTER	\$155	\$204	\$253
LABOR FOREMAN	\$129	\$169	\$208
LABORER	\$114	\$146	\$179
CEMENT MASON FOREMAN	\$146	\$195	\$243
CEMENT MASON	\$128	\$167	\$206
CARPENTER FOREMAN	\$180	\$242	\$304
CARPENTER	\$161	\$213	\$265
TEAMSTER	\$123	\$158	\$193

HOURLY EQUIPMENT RATES

LOADER JD 210C 4X4/BOBCAT	\$60	ROLLER 1-3 TON	\$64
LOADER/BACKHOE JD 710	\$98	ROLLER 4-6 TON	\$73
EXCAVATOR CAT 330L	\$206	ROLLER 7-9 TON	\$122
EXCAVATOR CAT 345	\$233	ROLLER 10+ TON	\$127
EXCAVATOR CAT 365	\$409	RUBBER TIRE ROLLER (9-25 TON)	\$107
LOADER CAT 950	\$200	66" SINGLE DRUM ROLLER	\$122
LOADER CAT 966	\$232	84" SINGLE DRUM ROLLER	\$127
LOADER CAT 980	\$269	COMPACTOR CAT 815	\$196
DOZER/RIPPER CAT D6	\$176	COMPACTOR CAT 825	\$255
DOZER/RIPPER CAT D8	\$293	POWER KICK BROOMS	\$103
DOZER/RIPPER CAT D9	\$349	STREET SWEEPER/PICK UP BROOM	\$206
DOZER/RIPPER CAT D10	\$436	WATER TRUCKS (2000 GAL)	\$75
PUSH CAT D10	\$483	WATER TRUCKS (3600 GAL)	\$75
SCRAPER CAT 613	\$180		
SCRAPER CAT 615	\$220		
SCRAPER CAT 623	\$232	PICKUP	\$36
SCRAPER CAT 631	\$283	FLATRACK	\$56
MOTOR GRADER CAT 140H/143H	\$128	AIR COMPRESSORS	\$25
MOTOR GRADER CAT 14H/163H	\$163	TRAFFIC TRUCK (w/cones & signs)	\$62
MOTOR GRADER CAT 16H	\$283	ASPHALT PAVER FEEDER	\$137
ASPHALT PAVER	\$350	MESSAGE BOARD (weekly rate)	\$613
SHUTTLE BUGGY	\$486	ARROW BOARD (weekly rate)	\$214
OIL DISTRIBUTOR TRUCK	\$103	WATER TOWER (monthly rate)	\$2,758
		GPS MACHINE CONTROLS (Each)	\$25

* The above prices are based upon availability of Granite owned equipment.

* Minimum charge of 4 hours. There is a minimum charge of 8 hours for equipment worked over 4 hours.

* Rates do not include working at night. Night and Special Single Shift Add \$5.00 to all rates.

Effective January 1, 2023

WEEKLY/MONTHLY EQUIPMENT RATES

SIX FOOT (6') WATER BARRIER*:
 \$52 per week (Each)
 \$130 per month (Each)
 Delivery or Pickup: \$400.00 (Each)
 *Does not include installation or filling with water.

- * Rates do not include working in rock and/or cobble. Rates may be adjusted upwards based on site conditions.
- * Overtime will be charged for work in excess of 8 hours per shift and Saturdays.
- * Double-time will be charged for work in excess of 12 hours per shift and Sundays.
- * Prices for specialized equipment such as chip sealing equipment, pulverizers, crushers, off road haulers and other equipment not listed above are negotiable based on scope of project.
- * Move-in/out not included in rates and will be charged at cost plus 15%.
- * Rental equipment and on-road dump trucks will be charged at cost plus 15%.
- * Fuel truck travel time will be billed to the owner on all equipment.
- * Any non-Granite piece requiring fuel will be charged for travel time and fuel as needed.
- * Subcontractors will be hired as necessary and will be charged by invoice amount plus 15%.
- * Materials purchased at the request of the owner will be charged by invoice amount plus 15%.
- * Any dump fees incurred will be charged by invoice plus a 15% markup.

Rates Effective through 12/31/23

Attachment G



Monterey County Board of Supervisors

168 West Alisal Street,
1st Floor
Salinas, CA 93901
831.755.5066
www.co.monterey.ca.us

Board Order

A motion was made by Supervisor Mary L. Adams, seconded by Supervisor John M. Phillips to:

Granite Construction Company Agreement No.: A-15607; Amendment No.: 1

The Don Chapin Company, Inc. Agreement No.: A-15608; Amendment No.: 1

a. Approve Amendment No. 1 to Standard Agreement with Granite Construction Company to continue to provide fully operated, fueled and maintained construction equipment to work sites on an on-call basis to: update the rate schedule; increase the not to exceed amount of \$100,000 by \$200,000 for a total amount not to exceed \$300,000; and extend the expiration date for one (1) additional year through December 31, 2022, for a revised term from January 1, 2021 to December 31, 2022; and

b. Approve Amendment No. 1 to Standard Agreement with The Don Chapin Company, Inc. to continue to provide fully operated, fueled and maintained construction equipment to work sites on an on-call basis to: update the rates; increase the not to exceed amount of \$100,000 by \$200,000 for a total amount not to exceed \$300,000; and extend the expiration date for one (1) additional year through December 31, 2022, for a revised term from January 1, 2021 to December 31, 2022; and

c. Authorize the Contracts/Purchasing Officer or Contracts/Purchasing Supervisor to execute Amendment No. 1 to each Agreement and future amendments to each Agreement where the amendments do not significantly alter the scope of work or increase the approved amount of each Agreement.

PASSED AND ADOPTED on this 16th day of November 2021, by roll call vote:

AYES: Supervisors Alejo, Phillips, Lopez, Askew and Adams

NOES: None

ABSENT: None

(Government Code 54953)

I, Valerie Ralph, Clerk of the Board of Supervisors of the County of Monterey, State of California, hereby certify that the foregoing is a true copy of an original order of said Board of Supervisors duly made and entered in the minutes thereof of Minute Book 82 for the meeting November 16, 2021.

Dated: November 22, 2021

File ID: A 21-531

Agenda Item No.: 54

Valerie Ralph, Clerk of the Board of Supervisors
County of Monterey, State of California

Julian Lorenzana, Deputy

**AMENDMENT NO. 1
TO STANDARD AGREEMENT
BETWEEN COUNTY OF MONTEREY AND
GRANITE CONSTRUCTION COMPANY**

THIS AMENDMENT NO. 1 to the Standard Agreement between the County of Monterey, a political subdivision of the State of California (hereinafter, “County”) and Granite Construction Company (hereinafter, “CONTRACTOR”) is hereby entered into between the County and the CONTRACTOR (collectively, the “Parties”) and effective as of the last date opposite the respective signatures below.

WHEREAS, CONTRACTOR entered into a Standard Agreement with County on February 5, 2021 (hereinafter, “Agreement”) to provide fully operated, fueled, and maintained construction equipment to work sites on an on-call basis (hereinafter, “services”) through December 31, 2021 for an amount not to exceed \$100,000; and

WHEREAS, the County has a continued need for services; and

WHEREAS, the CONTRACTOR’s original Labor and Equipment Rental Rates require an update effective January 1, 2022; and

WHEREAS, additional time and funding are necessary to allow CONTRACTOR to continue to provide the services required by the County; and

WHEREAS, the Parties wish to amend the Agreement to extend the term for one (1) additional year to December 31, 2022, update the Labor and Equipment Rental Rates, and increase the amount by \$200,000 for a total amount not to exceed \$300,000 to allow CONTRACTOR to continue to provide services identified in the Agreement and as amended by this Amendment No. 1.

NOW, THEREFORE, the Parties agree to amend the Agreement as follows:

1. Amend Paragraph 2.0, “Payment Provisions”, to read as follows:

County shall pay the CONTRACTOR in accordance with the payment provisions set forth in Exhibits A and A-1, subject to the limitations set forth in this Agreement. The total amount payable by County to CONTRACTOR under this Agreement shall not exceed the sum of \$300,000.

2. Amend the first sentence of Section 3.01 of Paragraph 3.0, “Term of Agreement”, to read as follows:

The term of this Agreement is from January 1, 2021 to December 31, 2022, unless sooner terminated pursuant to the terms of this Agreement.

3. Amend Paragraph 4.0, “Scope of Services and Additional Provisions” to add “Exhibit A-1 – Revised Labor and Equipment Rental Rates”, effective January 1, 2022.

4. Amend the fourth paragraph under Section 9.03, Insurance Coverage Requirements, of Paragraph 9.0 "Insurance Requirements", to remove the checkmark in the box and add the checkmark in the box next to the fifth paragraph titled, **"Agreement Over \$100,000 Business Automobile Liability Insurance"**.

Agreement Over \$100,000 Business Automobile Liability Insurance: covering all motor vehicles, including owned, leased, non-owned, and hired vehicles, used in providing services under this Agreement, with a combined single limit for Bodily Injury and Property Damage of not less than \$1,000,000 per occurrence.

5. Amend Section 11.01 of Paragraph 11.0, "Non-Discrimination", to read as follows:

During the performance of this Agreement, CONTRACTOR, and its subcontractors, shall not unlawfully discriminate against any person because of race, religious creed, color, sex, national origin, ancestry, physical disability, mental disability, medical condition, marital status, age (over 40), sexual orientation, or any other characteristic set forth in California Government code §12940(a), either in CONTRACTOR's employment practices or in the furnishing of services to recipients. CONTRACTOR shall ensure that the evaluation and treatment of its employees and applicants for employment and all persons receiving and requesting services are free of such discrimination. CONTRACTOR and any subcontractor shall, in the performance of this Agreement, fully comply with all federal, state, and local laws and regulations which prohibit discrimination. The provision of services primarily or exclusively to such target population as may be designated in this Agreement shall not be deemed to be prohibited discrimination.

6. Amend Agreement to revise Paragraph 16.0, "Signature Page", to Paragraph 18.0, "Signature Page".

7. Amend Agreement to add Paragraph 16.0, "Compliance with Applicable Laws", as follows:

16.01 CONTRACTOR shall keep itself informed of and in compliance with all federal, state and local laws, ordinances, regulations, and orders including but not limited to all state and federal tax laws that may affect in any manner the Project or the performance of the Services or those engaged to perform Services under this Agreement as well as any privacy laws including, if applicable, Health Insurance Portability and Accountability Act (HIPAA). CONTRACTOR shall procure all permits and licenses, pay all charges and fees, and give all notices required by law in the performance of the Services.

16.02 CONTRACTOR shall report immediately to County's Contracts/Purchasing Officer, in writing, any discrepancy or inconsistency it discovers in the laws, ordinances, regulations, orders, and/or guidelines in relation to the Project of the performance of the Services.

16.03 All documentation prepared by CONTRACTOR shall provide for a completed project that conforms to all applicable codes, rules, regulations, and guidelines that are in force at the time such documentation is prepared.

8. Amend Agreement to add Paragraph 17.0, “Consent to Use of Electronic Signatures”, as follows:

17.01 The parties to this Agreement consent to the use of electronic signatures via DocuSign to execute this Agreement. The parties understand and agree that the legality of electronic signatures is governed by state and federal law, 15 USC Section 7001 *et seq.*; California Government Code Section 16.5; and, California Civil Code Section 1633.1 *et seq.* Pursuant to said state and federal law as may be amended from time to time, the parties to this Agreement hereby authenticate and execute this Agreement, and any and all Exhibits to this Agreement, with their respective electronic signatures, including any and all scanned signatures in portable document format (PDF).

17.02 Counterparts. The parties to this Agreement understand and agree that this Agreement can be executed in two (2) or more counterparts and transmitted electronically via facsimile transmission or by delivery of a scanned counterpart in PDF via email transmittal.

17.03 Form: Delivery by E-Mail or Facsimile. Executed counterparts of this Agreement may be delivered by facsimile transmission or by delivery of a scanned counterpart in PDF by e-mail transmittal, in either case with delivery confirmed. On such confirmed delivery, the signatures in the facsimile or PDF data file shall be deemed to have the same force and effect as if the manually signed counterpart or counterparts had been delivered to the other party in person.

9. Amend the first sentence of section B.1, “Compensation/Payment” in Exhibit A - Scope of Services/Payment Provisions of the Agreement to read as follows:

County shall pay an amount not to exceed \$300,000 for the performance of all things necessary for or incidental to the performance of work as set forth in the Scope of Services.

10. Amend the first paragraph of B.2, Contractor’s Billing Procedures, in Exhibit A – Scope of Services/Payment Provisions of the Agreement to read as follows:

Invoices under this Agreement shall be submitted monthly and promptly, and in accordance with Paragraph 6.0, Payment Conditions, of the Agreement. All invoices shall reference the Multi-Year Agreement (MYA) number (MYA#3200*5541), services/project name and associated Delivery Order number, and an original hardcopy shall be sent to the following address or via email to PWFP-Finance-AP@co.monterey.ca.us:

County of Monterey
Department of Public Works, Facilities, & Parks (PWFP) – Finance Division
1441 Schilling Place, South 2nd Floor
Salinas, California 93901-4527

Any questions pertaining to invoices under this Agreement shall be directed to the PWFP – Finance Division at (831) 755-4800 or via email to: PWFP-Finance-AP@co.monterey.ca.us.

11. In all places within the Agreement, any reference to the 2020-2021 Labor and Equipment Rental Rates on Page 3 and Page 4 of Exhibit A – Scope of Services/Payment Provisions is hereby replaced with “Exhibit A-1 – Revised Labor and Equipment Rental Rates”, effective January 1, 2022.
12. All other terms and conditions of the Agreement, including all Exhibits thereto, remain unchanged and in full force.
13. This Amendment No. 1 shall be attached to the Agreement and incorporated therein as if fully set forth in the Agreement.
14. The recitals to this Amendment No. 1 are incorporated into the Agreement and this Amendment No. 1.

IN WITNESS WHEREOF, the Parties hereto have executed this Amendment No. 1 to the Agreement which shall be effective as of the last date opposite the respective signatures below.

COUNTY OF MONTEREY

CONTRACTOR*

By: DocuSigned by:
Debra R. Wilson
78741937A00D81B...
Contracts/Purchasing Officer

Granite Construction Company
Contractor's Business Name

Date: 11/23/2021 | 10:52 AM PST

By: DocuSigned by:
Brent Fogg
549E118694064...
Chair, President or Vice President)

Approved as to Form
Office of the County Counsel
Leslie J. Girard, County Counsel

Its: Brent Fogg, VP Coastal Region
(Print Name and Title)

By: DocuSigned by:
Mary Grace Perry
A1939B28E717442...
Mary Grace Perry
Deputy County Counsel

Date: 10/19/2021

Date: 10/22/2021 | 2:38 PM PDT

By: DocuSigned by:
Kenneth B. Olson, Vice President & Treasurer
519772749068...
Secretary, Asst. Secretary, CFO,
Treasurer or Asst. Treasurer)

Its: Kenneth B. Olson, Vice President & Treasurer
(Print Name and Title)

Approved as to Fiscal Provisions

By: DocuSigned by:
Gary Giboney
D38248F5EC1D8449...
Auditor/Controller

Date: 10/21/2021

Date: 10/22/2021 | 2:43 PM PDT

Approved as to Indemnity and Insurance Provisions
Office of the County Counsel
Leslie J. Girard, County Counsel

By: _____
Danielle P. Mancuso
Risk Manager

Date: _____

*INSTRUCTIONS: If CONTRACTOR is a corporation, including non-profit corporations, the full legal name of the corporation shall be set forth above together with the signatures of two (2) specified officers per California Corporations Code Section 313. If CONTRACTOR is a Limited Liability Corporation (LLC), the full legal name of the LLC shall be set forth above together with the signatures of two (2) managers. If CONTRACTOR is a partnership, the full legal name of the partnership shall be set forth above together with the signature of a partner who has authority to execute this Agreement on behalf of the partnership. If CONTRACTOR is contracting in an individual capacity, the individual shall set forth the name of the business, if any, and shall personally sign the Agreement or Amendment to said Agreement.

EXHIBIT A-1 - REVISED LABOR AND EQUIPMENT RENTAL RATES

Effective January 1, 2022

**County of Monterey Emergency On-call****2021-2022 LABOR AND EQUIPMENT RENTAL RATES****HOURLY LABOR RATES**

<u>CRAFT LABOR</u>	<u>ST</u>	<u>OT</u>	<u>DT</u>
OPERATOR FOREMAN	\$157	\$209	\$261
OPERATOR / GRADSETTER	\$146	\$192	\$238
LABOR FOREMAN	\$121	\$159	\$196
LABORER	\$107	\$138	\$169
CEMENT MASON FOREMAN	\$138	\$183	\$228
CEMENT MASON	\$120	\$157	\$193
CARPENTER FOREMAN	\$170	\$228	\$285
CARPENTER	\$151	\$200	\$248
TEAMSTER	\$115	\$148	\$180

HOURLY EQUIPMENT RATES

LOADER JD 210C 4X4/BOBCAT	\$48	ROLLER 1-3 TON	\$43
LOADER/BACKHOE JD 710	\$77	ROLLER 4-6 TON	\$55
EXCAVATOR CAT 330L	\$180	ROLLER 7-9 TON	\$114
EXCAVATOR CAT 345	\$231	ROLLER 10+ TON	\$133
EXCAVATOR CAT 365	\$390	RUBBER TIRE ROLLER (9-25 TON)	\$83
LOADER CAT 950	\$135	66" SINGLE DRUM ROLLER	\$114
LOADER CAT 966	\$160	84" SINGLE DRUM ROLLER	\$133
LOADER CAT 980	\$200	COMPACTOR CAT 815	\$149
DOZER/RIPPER CAT D6	\$148	COMPACTOR CAT 825	\$180
DOZER/RIPPER CAT D8	\$237	POWER KICK BROOMS	\$100
DOZER/RIPPER CAT D9	\$297	STREET SWEEPER/PICK UP BROOM	\$200
DOZER/RIPPER CAT D10	\$409	WATER TRUCKS (2000 GAL)	\$60
PUSH CAT D10	\$366	WATER TRUCKS (3600 GAL)	\$75
SCRAPER CAT 613	\$175		
SCRAPER CAT 615	\$189		
SCRAPER CAT 623	\$225	PICKUP	\$36
SCRAPER CAT 631	\$275	FLATRACK	\$49
MOTOR GRADER CAT 140H/143H	\$120	AIR COMPRESSORS	\$24
MOTOR GRADER CAT 14H/163H	\$138	TRAFFIC TRUCK (w/cones & signs)	\$60
MOTOR GRADER CAT 16H	\$275	ASPHALT PAVER FEEDER	\$111
ASPHALT PAVER	\$334	MESSAGE BOARD (weekly rate)	\$595
SHUTTLE BUGGY	\$352	ARROW BOARD (weekly rate)	\$208
OIL DISTRIBUTOR TRUCK	\$100	WATER TOWER (monthly rate)	\$2,678
		GPS MACHINE CONTROLS (Each)	\$24

* The above prices are based upon availability of Granite owned equipment.

* Minimum charge of 4 hours. There is a minimum charge of 8 hours for equipment worked over 4 hours.

* Rates do not include working at night. Night and Special Single Shift Add \$3.00 to all rates.

Attachment H

COUNTY OF MONTEREY STANDARD AGREEMENT

This Agreement is made by and between the County of Monterey, a political subdivision of the State of California (hereinafter "County") and: Granite Construction Company (hereinafter "CONTRACTOR").

In consideration of the mutual covenants and conditions set forth in this Agreement, the parties agree as follows:

1.0 GENERAL DESCRIPTION:

The County hereby engages CONTRACTOR to perform, and CONTRACTOR hereby agrees to perform, the services described in Exhibit A in conformity with the terms of this Agreement. The goods and/or services are generally described as follows:

Provide:

Fully operated, fueled and maintained construction equipment to work sites on an on-call basis

2.0 PAYMENT PROVISIONS:

County shall pay the CONTRACTOR in accordance with the payment provisions set forth in Exhibit A, subject to the limitations set forth in this Agreement. The total amount payable by County to CONTRACTOR under this Agreement shall not exceed the sum of: \$ 100,000.00

3.0 TERM OF AGREEMENT:

3.01 The term of this Agreement is from January 1, 2021 to December 31, 2021, unless sooner terminated pursuant to the terms of this Agreement. This Agreement is of no force or effect until signed by both CONTRACTOR and County and with County signing last, and **CONTRACTOR may not commence work before County signs this Agreement.**

3.02 The County reserves the right to cancel this Agreement, or any extension of this Agreement, without cause, with a thirty day (30) written notice, or with cause immediately.

4.0 SCOPE OF SERVICES AND ADDITIONAL PROVISIONS:

The following attached exhibits are incorporated herein by reference and constitute a part of this Agreement:

Exhibit A Scope of Services/Payment Provisions

Exhibit B Other:

5.0 PERFORMANCE STANDARDS:

- 5.01 CONTRACTOR warrants that CONTRACTOR and CONTRACTOR's agents, employees, and subcontractors performing services under this Agreement are specially trained, experienced, competent, and appropriately licensed to perform the work and deliver the services required under this Agreement and are not employees of the County, or immediate family of an employee of the County.
- 5.02 CONTRACTOR, its agents, employees, and subcontractors shall perform all work in a safe and skillful manner and in compliance with all applicable laws and regulations. All work performed under this Agreement that is required by law to be performed or supervised by licensed personnel shall be performed in accordance with such licensing requirements.
- 5.03 CONTRACTOR shall furnish, at its own expense, all materials, equipment, and personnel necessary to carry out the terms of this Agreement, except as otherwise specified in this Agreement. CONTRACTOR shall not use County premises, property (including equipment, instruments, or supplies) or personnel for any purpose other than in the performance of its obligations under this Agreement.

6.0 PAYMENT CONDITIONS:

- 6.01 Prices shall remain firm for the initial term of the Agreement and, thereafter, may be adjusted annually as provided in this paragraph. The County does not guarantee any minimum or maximum amount of dollars to be spent under this Agreement.
- 6.02 Negotiations for rate changes shall be commenced, by CONTRACTOR, a minimum of ninety days (90) prior to the expiration of the Agreement. Rate changes are not binding unless mutually agreed upon in writing by the County and the CONTRACTOR.
- 6.03 Invoice amounts shall be billed directly to the ordering department.
- 6.04 CONTRACTOR shall submit such invoice periodically or at the completion of services, but in any event, not later than 30 days after completion of services. The invoice shall set forth the amounts claimed by CONTRACTOR for the previous period, together with an itemized basis for the amounts claimed, and such other information pertinent to the invoice. The County shall certify the invoice, either in the requested amount or in such other amount as the County approves in conformity with this Agreement and shall promptly submit such invoice to the County Auditor-Controller for payment. The County Auditor-Controller shall pay the amount certified within 30 days of receiving the certified invoice.

7.0 TERMINATION:

- 7.01 During the term of this Agreement, the County may terminate the Agreement for any reason by giving written notice of termination to the CONTRACTOR at least thirty (30) days prior to the effective date of termination. Such notice shall set forth the effective date of termination. In the event of such termination, the amount payable under this Agreement shall be reduced in proportion to the services provided prior to the date of termination.

7.02 The County may cancel and terminate this Agreement for good cause effective immediately upon written notice to CONTRACTOR. "Good cause" includes the failure of CONTRACTOR to perform the required services at the time and in the manner provided under this Agreement. If County terminates this Agreement for good cause, the County may be relieved of the payment of any consideration to CONTRACTOR, and the County may proceed with the work in any manner, which County deems proper. The cost to the County shall be deducted from any sum due the CONTRACTOR under this Agreement.

7.03 The County's payments to CONTRACTOR under this Agreement are funded by local, state and federal governments. If funds from local, state and federal sources are not obtained and continued at a level sufficient to allow for the County's purchase of the indicated quantity of services, then the County may give written notice of this fact to CONTRACTOR, and the obligations of the parties under this Agreement shall terminate immediately, or on such date thereafter, as the County may specify in its notice, unless in the meanwhile the parties enter into a written amendment modifying this Agreement.

8.0 INDEMNIFICATION:

CONTRACTOR shall indemnify, defend, and hold harmless the County, its officers, agents, and employees, from and against any and all claims, liabilities, and losses whatsoever (including damages to property and injuries to or death of persons, court costs, and reasonable attorneys' fees) occurring or resulting to any and all persons, firms or corporations furnishing or supplying work, services, materials, or supplies in connection with the performance of this Agreement, and from any and all claims, liabilities, and losses occurring or resulting to any person, firm, or corporation for damage, injury, or death arising out of or connected with the CONTRACTOR's performance of this Agreement, unless such claims, liabilities, or losses arise out of the sole negligence or willful misconduct of the County. "CONTRACTOR's performance" includes CONTRACTOR's action or inaction and the action or inaction of CONTRACTOR's officers, employees, agents and subcontractors.

9.0 INSURANCE REQUIREMENTS:

9.01 Evidence of Coverage: Prior to commencement of this Agreement, the Contractor shall provide a "Certificate of Insurance" certifying that coverage as required herein has been obtained. Individual endorsements executed by the insurance carrier shall accompany the certificate. In addition, the Contractor upon request shall provide a certified copy of the policy or policies.

This verification of coverage shall be sent to the County's Contracts/Purchasing Department, unless otherwise directed. The Contractor shall not receive a "Notice to Proceed" with the work under this Agreement until it has obtained all insurance required and the County has approved such insurance. This approval of insurance shall neither relieve nor decrease the liability of the Contractor.

9.02 Qualifying Insurers: All coverage's, except surety, shall be issued by companies which hold a current policy holder's alphabetic and financial size category rating of not less than A- VII, according to

the current Best's Key Rating Guide or a company of equal financial stability that is approved by the County's Purchasing Manager.

- 9.03 **Insurance Coverage Requirements:** Without limiting CONTRACTOR's duty to indemnify, CONTRACTOR shall maintain in effect throughout the term of this Agreement a policy or policies of insurance with the following minimum limits of liability:

Commercial General Liability Insurance: including but not limited to premises and operations, including coverage for Bodily Injury and Property Damage, Personal Injury, Contractual Liability, Broad form Property Damage, Independent Contractors, Products and Completed Operations, with a combined single limit for Bodily Injury and Property Damage of not less than \$1,000,000 per occurrence.

(Note: any proposed modifications to these general liability insurance requirements shall be attached as an Exhibit hereto, and the section(s) above that are proposed as not applicable shall be lined out in blue ink. All proposed modifications are subject to County approval.)

Requestor must check the appropriate Automobile Insurance Threshold:

Requestor must check the appropriate box.

Agreement Under \$100,000 Business Automobile Liability Insurance: covering all motor vehicles, including owned, leased, non-owned, and hired vehicles, used in providing services under this Agreement, with a combined single limit for Bodily Injury and Property Damage of not less than \$500,000 per occurrence.

Agreement Over \$100,000 Business Automobile Liability Insurance: covering all motor vehicles, including owned, leased, non-owned, and hired vehicles, used in providing services under this Agreement, with a combined single limit for Bodily Injury and Property Damage of not less than \$1,000,000 per occurrence.

(Note: any proposed modifications to these auto insurance requirements shall be attached as an Exhibit hereto, and the section(s) above that are proposed as not applicable shall be lined out in blue ink. All proposed modifications are subject to County approval.)

Workers' Compensation Insurance: if CONTRACTOR employs others in the performance of this Agreement, in accordance with California Labor Code section 3700 and with Employer's Liability limits not less than \$1,000,000 each person, \$1,000,000 each accident and \$1,000,000 each disease.

(Note: any proposed modifications to these workers' compensation insurance requirements shall be attached as an Exhibit hereto, and the section(s) above that are proposed as not applicable shall be lined out in blue ink. All proposed modifications are subject to County approval.)

Professional Liability Insurance: if required for the professional services being provided, (e.g., those persons authorized by a license to engage in a business or profession regulated by the California Business and Professions Code), in the amount of not less than \$1,000,000 per claim and \$2,000,000 in the aggregate, to cover liability for malpractice or

errors or omissions made in the course of rendering professional services. If professional liability insurance is written on a "claims-made" basis rather than an occurrence basis, the CONTRACTOR shall, upon the expiration or earlier termination of this Agreement, obtain extended reporting coverage ("tail coverage") with the same liability limits. Any such tail coverage shall continue for at least three years following the expiration or earlier termination of this Agreement.

(Note: any proposed modifications to these insurance requirements shall be attached as an Exhibit hereto, and the section(s) above that are proposed as not applicable shall be lined out in blue ink. All proposed modifications are subject to County approval.)

9.04 **Other Requirements:**

All insurance required by this Agreement shall be with a company acceptable to the County and issued and executed by an admitted insurer authorized to transact Insurance business in the State of California. Unless otherwise specified by this Agreement, all such insurance shall be written on an occurrence basis, or, if the policy is not written on an occurrence basis, such policy with the coverage required herein shall continue in effect for a period of three years following the date CONTRACTOR completes its performance of services under this Agreement.

Each liability policy shall provide that the County shall be given notice in writing at least thirty days in advance of any endorsed reduction in coverage or limit, cancellation, or intended non-renewal thereof. Each policy shall provide coverage for Contractor and additional insureds with respect to claims arising from each subcontractor, if any, performing work under this Agreement, or be accompanied by a certificate of insurance from each subcontractor showing each subcontractor has identical insurance coverage to the above requirements.

Commercial general liability and automobile liability policies shall provide an endorsement naming the County of Monterey, its officers, agents, and employees as Additional Insureds with respect to liability arising out of the CONTRACTOR'S work, including ongoing and completed operations, **and shall further provide that such insurance is primary insurance to any insurance or self-insurance maintained by the County and that the insurance of the Additional Insureds shall not be called upon to contribute to a loss covered by the CONTRACTOR'S insurance.** The required endorsement form for Commercial General Liability Additional Insured is ISO Form CG 20 10 11-85 or CG 20 10 10 01 in tandem with CG 20 37 10 01 (2000). The required endorsement form for Automobile Additional Insured endorsement is ISO Form CA 20 48 02 99.

Prior to the execution of this Agreement by the County, CONTRACTOR shall file certificates of insurance with the County's contract administrator and County's Contracts/Purchasing Division, showing that the CONTRACTOR has in effect the insurance required by this Agreement. The CONTRACTOR shall file a new or amended certificate of insurance within five calendar days after any change is made in any insurance policy, which would alter the information on the certificate then on file. Acceptance or approval of insurance shall in no way modify or change the indemnification clause in this Agreement, which shall continue in full force and effect.

CONTRACTOR shall always during the term of this Agreement maintain in force the insurance coverage required under this Agreement and shall send, without demand by County, annual certificates to County's Contract Administrator and County's Contracts/Purchasing Division. If the certificate is not received by the expiration date, County shall notify CONTRACTOR and CONTRACTOR shall have five calendar days to send in the certificate, evidencing no lapse in coverage during the interim. Failure by CONTRACTOR to maintain such insurance is a default of this Agreement, which entitles County, at its sole discretion, to terminate this Agreement immediately.

10.0 **RECORDS AND CONFIDENTIALITY:**

- 10.1 **Confidentiality:** CONTRACTOR and its officers, employees, agents, and subcontractors shall comply with any and all federal, state, and local laws, which provide for the confidentiality of records and other information. CONTRACTOR shall not disclose any confidential records or other confidential information received from the County or prepared in connection with the performance of this Agreement, unless County specifically permits CONTRACTOR to disclose such records or information. CONTRACTOR shall promptly transmit to County any and all requests for disclosure of any such confidential records or information. CONTRACTOR shall not use any confidential information gained by CONTRACTOR in the performance of this Agreement except for the sole purpose of carrying out CONTRACTOR's obligations under this Agreement.
- 10.2 **County Records:** When this Agreement expires or terminates, CONTRACTOR shall return to County any County records which CONTRACTOR used or received from County to perform services under this Agreement.
- 10.3 **Maintenance of Records:** CONTRACTOR shall prepare, maintain, and preserve all reports and records that may be required by federal, state, and County rules and regulations related to services performed under this Agreement. CONTRACTOR shall maintain such records for a period of at least three years after receipt of final payment under this Agreement. If any litigation, claim, negotiation, audit exception, or other action relating to this Agreement is pending at the end of the three-year period, then CONTRACTOR shall retain said records until such action is resolved.
- 10.4 **Access to and Audit of Records:** The County shall have the right to examine, monitor and audit all records, documents, conditions, and activities of the CONTRACTOR and its subcontractors related to services provided under this Agreement. Pursuant to Government Code section 8546.7, if this Agreement involves the expenditure of public funds in excess of \$10,000, the parties to this Agreement may be subject, at the request of the County or as part of any audit of the County, to the examination and audit of the State Auditor pertaining to matters connected with the performance of this Agreement for a period of three years after final payment under the Agreement.
- 10.5 **Royalties and Inventions:** County shall have a royalty-free, exclusive and irrevocable license to reproduce, publish, and use, and authorize others to do so, all original computer programs, writings, sound recordings, pictorial reproductions, drawings, and other works of similar nature produced in the course of or under this Agreement. CONTRACTOR shall not publish any such material without the prior written approval of County.

11.0 NON-DISCRIMINATION:

11.01 During the performance of this Agreement, CONTRACTOR, and its subcontractors, shall not unlawfully discriminate against any person because of race, religious creed, color, sex, national origin, ancestry, physical disability, mental disability, medical condition, marital status, age (over 40), or sexual orientation, either in CONTRACTOR's employment practices or in the furnishing of services to recipients. CONTRACTOR shall ensure that the evaluation and treatment of its employees and applicants for employment and all persons receiving and requesting services are free of such discrimination. CONTRACTOR and any subcontractor shall, in the performance of this Agreement, fully comply with all federal, state, and local laws and regulations which prohibit discrimination. The provision of services primarily or exclusively to such target population as may be designated in this Agreement shall not be deemed to be prohibited discrimination.

12.0 COMPLIANCE WITH TERMS OF STATE OR FEDERAL GRANTS:

If this Agreement has been or will be funded with monies received by the County pursuant to a contract with the state or federal government in which the County is the grantee, CONTRACTOR will comply with all the provisions of said contract, to the extent applicable to CONTRACTOR as a subgrantee under said contract, and said provisions shall be deemed a part of this Agreement, as though fully set forth herein. Upon request, County will deliver a copy of said contract to CONTRACTOR, at no cost to CONTRACTOR.

13.0 INDEPENDENT CONTRACTOR:

In the performance of work, duties, and obligations under this Agreement, CONTRACTOR is always acting and performing as an independent contractor and not as an employee of the County. No offer or obligation of permanent employment with the County or County department or agency is intended in any manner, and CONTRACTOR shall not become entitled by virtue of this Agreement to receive from County any form of employee benefits including but not limited to sick leave, vacation, retirement benefits, workers' compensation coverage, insurance or disability benefits. CONTRACTOR shall be solely liable for and obligated to pay directly all applicable taxes, including federal and state income taxes and social security, arising out of CONTRACTOR's performance of this Agreement. In connection therewith, CONTRACTOR shall defend, indemnify, and hold County harmless from any and all liability which County may incur because of CONTRACTOR's failure to pay such taxes.

14.0 NOTICES:

Notices required under this Agreement shall be delivered personally or by first-class, postage pre-paid mail to the County and CONTRACTOR'S contract administrators at the addresses listed below:

FOR COUNTY: Dalia M. Mariscal-Martinez Management Analyst III	FOR CONTRACTOR: Anthony Torres Estimator/Project Manager
Name and Title 1441 Schilling Place, South 2nd Floor Salinas, California 93901-4527	Name and Title 580 West Beach Street Watsonville, California 95077
Address (831) 755-8966	Address (408) 327-7011
Phone:	Phone:

15.0 MISCELLANEOUS PROVISIONS.

- 15.01 **Conflict of Interest:** CONTRACTOR represents that it presently has no interest and agrees not to acquire any interest during the term of this Agreement, which would directly, or indirectly conflict in any manner or to any degree with the full and complete performance of the services required to be rendered under this Agreement.
- 15.02 **Amendment:** This Agreement may be amended or modified only by an instrument in writing signed by the County and the CONTRACTOR.
- 15.03 **Waiver:** Any waiver of any terms and conditions of this Agreement must be in writing and signed by the County and the CONTRACTOR. A waiver of any of the terms and conditions of this Agreement shall not be construed as a waiver of any other terms or conditions in this Agreement.
- 15.04 **Contractor:** The term "CONTRACTOR" as used in this Agreement includes CONTRACTOR's officers, agents, and employees acting on CONTRACTOR's behalf in the performance of this Agreement.
- 15.05 **Disputes:** CONTRACTOR shall continue to perform under this Agreement during any dispute.
- 15.06 **Assignment and Subcontracting:** The CONTRACTOR shall not assign, sell, or otherwise transfer its interest or obligations in this Agreement without the prior written consent of the County. None of the services covered by this Agreement shall be subcontracted without the prior written approval of the County. Notwithstanding any such subcontract, CONTRACTOR shall continue to be liable for the performance of all requirements of this Agreement.

- 15.07 **Successors and Assigns:** This Agreement and the rights, privileges, duties, and obligations of the County and CONTRACTOR under this Agreement, to the extent assignable or delegable, shall be binding upon and inure to the benefit of the parties and their respective successors, permitted assigns, and heirs.
- 15.08 **Compliance with Applicable Law:** The parties shall comply with all applicable federal, state, and local laws and regulations in performing this Agreement.
- 15.09 **Headings:** The headings are for convenience only and shall not be used to interpret the terms of this Agreement.
- 15.10 **Time is of the Essence:** Time is of the essence in each and all of the provisions of this Agreement.
- 15.11 **Governing Law:** This Agreement shall be governed by and interpreted under the laws of the State of California; venue shall be Monterey County.
- 15.12 **Non-exclusive Agreement:** This Agreement is non-exclusive and both County and CONTRACTOR expressly reserve the right to contract with other entities for the same or similar services.
- 15.13 **Construction of Agreement:** The County and CONTRACTOR agree that each party has fully participated in the review and revision of this Agreement and that any rule of construction to the effect that ambiguities are to be resolved against the drafting party shall not apply in the interpretation of this Agreement or any amendment to this Agreement.
- 15.14 **Counterparts:** This Agreement may be executed in two or more counterparts, each of which shall be deemed an original, but all of which together shall constitute one and the same Agreement.
- 15.15 **Authority:** Any individual executing this Agreement on behalf of the County or the CONTRACTOR represents and warrants hereby that he or she has the requisite authority to enter into this Agreement on behalf of such party and bind the party to the terms and conditions of this Agreement.
- 15.16 **Integration:** This Agreement, including the exhibits, represent the entire Agreement between the County and the CONTRACTOR with respect to the subject matter of this Agreement and shall supersede all prior negotiations, representations, or agreements, either written or oral, between the County and the CONTRACTOR as of the effective date of this Agreement, which is the date that the County signs the Agreement.
- 15.17 **Interpretation of Conflicting Provisions:** In the event of any conflict or inconsistency between the provisions of this Agreement and the Provisions of any exhibit or other attachment to this Agreement, the provisions of this Agreement shall prevail and control.

16.0 SIGNATURE PAGE.

IN WITNESS WHEREOF, County and CONTRACTOR have executed this Agreement as of the day and year written below.

DocuSigned by: COUNTY OF MONTEREY
 By: Michael R. Derr
36794256F649429
 Contracts/Purchasing Officer
 Date: 2/5/2021

By: _____
 Department Head (if applicable)
 Date: _____

By: _____
 Board of Supervisors (if applicable)
 Date: _____

Approved as to Form¹ by:
 By: Mary Grace Perry
C83342707AC641A...
 County Counsel
 Date: 2/4/2021

Approved as to Fiscal Provisions²
 By: Gary Giboney
D3834BFEC1D8449...
 Auditor/Controller
 Date: 2/4/2021

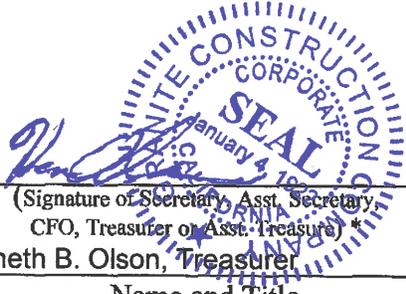
Approved as to Liability Provisions³
 By: _____
 Risk Management
 Date: _____

CONTRACTOR

Granite Construction Company
 Contractor's Business Name*

By: [Signature]
 (Signature of Chair, President, or Vice-President) *
 Brent Fogg, VP Coastal RegionJj
 Name and Title
 Date: January 4, 2021

By: [Signature]
 (Signature of Secretary, Asst. Secretary, CFO, Treasurer or Asst. Treasurer) *
 Kenneth B. Olson, Treasurer
 Name and Title
 Date: January 4, 2021



County Board of Supervisors' Agreement Number: _____, approved on (date): _____

*INSTRUCTIONS: If CONTRACTOR is a corporation, including non-profit corporations, the full legal name of the corporation shall be set forth above together with the signatures of two (2) specified officers per California Corporations Code Section 313. If CONTRACTOR is a Limited Liability Corporation (LLC), the full legal name of the LLC shall be set forth above together with the signatures of two (2) managers. If CONTRACTOR is a partnership, the full legal name of the partnership shall be set forth above together with the signature of a partner who has authority to execute this Agreement on behalf of the partnership. If CONTRACTOR is contracting in an individual capacity, the individual shall set forth the name of the business, if any, and shall personally sign the Agreement or Amendment to said Agreement.

¹Approval by County Counsel is required
²Approval by Auditor-Controller is required
³Approval by Risk Management is necessary only if changes are made in paragraphs 8 or 9

EXHIBIT A – SCOPE OF SERVICES/PAYMENT PROVISIONS

To Agreement by and between
County of Monterey, hereinafter referred to as “County”
and
Granite Construction Company, hereinafter referred to as “CONTRACTOR”

A. SCOPE OF SERVICES

A.1 CONTRACTOR shall provide services and staff, and otherwise do all things necessary for or incidental to the performance of work, as set forth below:

On an “on-call” basis, CONTRACTOR shall provide fully operated, fueled, and maintained equipment as outlined on the following proposed Rates and as directed by the County’s Department of Public Works, Facilities, & Parks (PWF&P). CONTRACTOR shall be responsible for transporting the equipment to and from the worksite at the hourly rates stated in the attached Rates. The Rates are to remain firm for the initial term of the Agreement and, thereafter may be adjusted according to the terms and conditions of the Agreement and by written amendment executed by the County.

The Scope of Services is further defined below:

1. PWF&P will perform all work incidental to the equipment rental.
2. PWF&P will provide all traffic control.
3. PWF&P will provide all pre-notifications and signage.
4. PWF&P will provide USA notification and markings prior to starting work.
5. Rental rates do not include permits, bonds, state, or local taxes.
6. The operation of the rental equipment requires payment of prevailing wages to all workers employed under this Agreement on public work projects as defined in Labor Code Section 1771. Copies of the prevailing rate of per diem wages are on file at the County’s PWF&P, 1441 Schilling Place, South 2nd Floor, Salinas, California, which shall be made available to any interested party on request.

B. PAYMENT PROVISIONS

B.1 COMPENSATION/PAYMENT

County shall pay an amount not to exceed \$100,000 for the performance of all things necessary for or incidental to the performance of work as set forth in the Scope of Services.

EXHIBIT A – SCOPE OF SERVICES/PAYMENT PROVISIONS

CONTRACTOR's compensation for services rendered shall be based on the following Rates or in accordance with the following terms:

CONTRACTOR warrants that the cost charged for services under the terms of this Agreement are not in excess of those charged to any other client for the same services performed by the same individuals.

B.2 CONTRACTOR'S BILLING PROCEDURES

Invoices under this Agreement shall be submitted monthly and promptly, and in accordance with Paragraph 6.0, "Payment Conditions", of the Agreement. All invoices shall reference the Multi-Year Agreement (MYA) number, services (*On-Call Fully Operated, Fueled and Maintained Construction Equipment*), and associated Delivery Order (DO) number, and an original hardcopy shall be sent to the following address or via email to RMA-Finance-AP@co.monterey.ca.us:

County of Monterey
Department of Public Works, Facilities, & Parks – Finance
1441 Schilling Place, South 2nd Floor
Salinas, California 93901-4527

Any questions pertaining to invoices under this Agreement should be directed to PWF&P Finance at (831) 755-4800 or via email to: RMA-Finance-AP@co.monterey.ca.us.

County may, in its sole discretion, terminate the Agreement or withhold payments claimed by CONTRACTOR for services rendered if CONTRACTOR fails to satisfactorily comply with any term or condition of this Agreement.

No payments in advance or in anticipation of services or supplies to be provided under this Agreement shall be made by County.

County shall not pay any claims for payment for services submitted more than twelve (12) months after the calendar month in which the services were completed.

DISALLOWED COSTS: CONTRACTOR is responsible for any audit exceptions or disallowed costs incurred by its own organization or that of its subcontractors.

EXHIBIT A – SCOPE OF SERVICES/PAYMENT PROVISIONS

GRANITE™

County of Monterey Emergency On-call 2020-2021 LABOR AND EQUIPMENT RENTAL RATES

CRAFT LABOR			
	HOURLY LABOR RATES		
	ST	OT	DT
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SCRAPER CAT 623	\$225	FLATRACK	\$51
SCRAPER CAT 631	\$275	AIR COMPRESSORS	\$24
MOTOR GRADER CAT 140H/143H	\$124	TRAFFIC TRUCK (w/cones & signs)	\$60
MOTOR GRADER CAT 14H/163H	\$143	ASPHALT PAVER FEEDER	\$115
MOTOR GRADER CAT 16H	\$275	MESSAGE BOARD (weekly rate)	\$595
ASPHALT PAVER	\$346	ARROW BOARD (weekly rate)	\$208
SHUTTLE BUGGY	\$364	WATER TOWER (monthly rate)	\$2,678
OIL DISTRIBUTOR TRUCK	\$100	GPS MACHINE CONTROLS (Each)	\$24
		SMALL TOOLS KIT(HR)	\$3.75
		9 AXLE FUEL TRUCK	\$101

1 of 2

EXHIBIT A – SCOPE OF SERVICES/PAYMENT PROVISIONS

SPECIAL CONDITIONS

- * The above prices are based upon availability of Granite owned equipment.
- * Minimum charge of 4 hours. There is a minimum charge of 8 hours for equipment worked over 4 hours.
- * If work is performed at night or special single shift add \$3.00/hr. to all rates.
- * Overtime will be charged for work in excess of 8 hours per shift and Saturdays.
- * Double-time will be charged for work in excess of 12 hours per shift and Sundays.
- * Move-in/out not included in rates and will be charged at cost plus 15%.
- * Rental equipment and on-road dump trucks will be charged at cost plus 15%.
- * Fuel truck travel time will be billed to the owner on all equipment.
- * Any non-granite place requiring fuel will be charged for travel time and fuel as needed.
- * Subcontractors will be hired as necessary at the request of the owner and will be charged by invoice amount plus 15%.
- * Materials purchased at the request of the owner will be charged by invoice amount plus 15%.
- * Any dump fees incurred will be charged by invoice plus a 15% markup.

Rates Effective through 12/31/21

2 of 2

Page 4 of 4

Granite Construction Company
On-Call Fully Operated, Fueled and Maintained Construction Equipment
Department of Public Works, Facilities, & Parks

Attachment I

ATTACHMENT I – SUMMARY OF STANDARD AGREEMENT

**Granite Construction Company
(Multi-Year Agreement (MYA) #3200*5541)**

SA/ Amendment	Board of Supervisors / Contracts/Purchasing Approval	SA/Amendment Amount/Increase and Term/Extension	SA Total
SA	N/A / February 5, 2021	Original Amount: \$100,000 Original Term: January 1, 2021 to December 31, 2021	\$100,000
Amendment No. 1	November 16, 2021 / November 23, 2021	Increased Amount by \$200,000 Extended Term to December 31, 2022 Updated Labor and Equipment Rental Rates, effective January 1, 2022 Updated Various Provisions	\$300,000
Amendment No. 2	N/A / September 22, 2022	Extended Term to December 31, 2023 Updated Labor and Equipment Rental Rates, effective January 1, 2023	\$300,000
Amendment No. 3	January 31, 2023 / February 6, 2023	Increased Amount by \$300,000 No Term Extension	\$600,000
Amendment No. 4	April 18, 2023 / April 21, 2023	Increased Amount by \$2,500,000 Added Exhibit B – FEMA Provisions No Term Extension	\$3,100,000
Amendment No. 5	N/A / October 16, 2023	Extended Term to December 31, 2024 Updated Labor and Equipment Rental Rates, effective January 1, 2024	\$3,100,000
Amendment No. 6	N/A / December 6, 2024	Extended Term to December 31, 2025 Updated Labor and Equipment Rental Rates, effective January 1, 2025 Updated Various Provisions	\$3,100,000
Amendment No. 7	Pending / Pending	Increase Amount by \$1,000,000 Extend Term to December 31, 2026 Update Labor and Equipment Rental Rates, effective January 1, 2026 Update Various Provisions	\$4,100,000

Attachment J

**ATTACHMENT J - SUMMARY OF STANDARD AGREEMENT
ANNUAL EXPENDITURES AND BALANCE**

**Granite Construction Company
(Multi-Year Agreement #3200*5541)**

Fiscal Year (FY) (July 1 – June 30)	SA Beginning Balance	SA Additions	SA Expenditures	SA Ending Balance
FY 2020 – 2021	\$100,000	\$0	\$79,038	\$20,962
FY 2021 – 2022	\$20,962	\$200,000	\$22,916	\$198,046
FY 2022 – 2023	\$198,046	\$2,800,000	\$1,607,313	\$1,390,733
FY 2023 – 2024	\$1,390,733	\$0	\$665,130	\$725,603
FY 2024 – 2025	\$725,603	\$0	\$12,894	\$712,709
FY 2025 – 2026	\$712,709	\$1,000,000 (pending BOS Approval)	\$0	\$712,709
Total	N/A	\$4,100,000 (\$1,000,000 pending BOS Approval)	\$2,387,291 (through 9/30/25)	N/A

*Note: Amounts have been rounded to the nearest dollar.



County of Monterey

Item No.

Board Report

Board of Supervisors
Chambers
168 W. Alisal St., 1st Floor
Salinas, CA 93901

Legistar File Number: A 25-446

November 18, 2025

Introduced: 11/5/2025

Current Status: Agenda Ready

Version: 1

Matter Type: BoS Agreement

- a. Approve Professional Services Agreements with GFT Infrastructure, Inc. and Harris & Associates, Inc. to provide on-call construction management services for various construction projects located in the County of Monterey, Request for Qualifications #10914, for a period of five years effective November 21, 2025 to November 20, 2030, for an amount not to exceed \$3,000,000 for each Agreement;
- b. Approve modified standard Professional Services Agreements with MNS Engineers, Inc. and TRC Engineers, Inc. to provide on-call construction management services for various construction projects located in the County of Monterey, Request for Qualifications #10914, for a period of five years effective November 21, 2025 to November 20, 2030, for an amount not to exceed \$3,000,000 each Agreement;
- c. Approve additional term extensions for each Agreement beyond the anticipated five-year term of the Request for Qualifications with no change in the scope of work or increase to the dollar amount to allow continuity of services for active projects initiated during the anticipated five-year term of each Agreement, subject to review and approval as to form by the Office of the County Counsel; and
- d. Authorize the Director of Public Works, Facilities and Parks or their designee to execute said Professional Services Agreements and future amendments to said Agreements where the amendments do not significantly alter the scope of work or increase the approved amount for each Agreement.

RECOMMENDATION:

It is recommended that the Board of Supervisors:

- a. Approve Professional Services Agreements with GFT Infrastructure, Inc. and Harris & Associates, Inc. to provide on-call construction management services for various construction projects located in the County of Monterey, Request for Qualifications #10914, for a period of five years effective November 21, 2025 to November 20, 2030, for an amount not to exceed \$3,000,000 for each Agreement;
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- d. Authorize the Director of Public Works, Facilities and Parks or their designee to execute said

Professional Services Agreements and future amendments to said Agreements where the amendments do not significantly alter the scope of work or increase the approved amount for each Agreement.

SUMMARY:

The Department of Public Works, Facilities and Parks (PWFP) has established several on-call Professional Services Agreements (PSAs) for specialized services when County staff requires special expertise or when the volume of work exceeds capacity to manage in a timely manner. On-call PSAs are utilized across PWFP for specialized expertise in operations, management and specific facility and capital projects.

The recommended actions will establish PSAs with GFT Infrastructure, Inc. (GFT); Harris & Associates, Inc. (Harris); MNS Engineers, Inc. (MNS); and TRC Engineers, Inc. (TRC) to provide on-call construction management services for various construction projects located in the County.

DISCUSSION:

PWFP has identified a need for construction management services for a variety of County projects. These projects comprise of a wide range of scopes from new construction to minor and major alterations to existing facilities.

The purpose of the on-call PSAs is to augment the need for construction management and inspection services when the volume of work exceeds PWFP's capacity, and to provide specialized expertise PWFP does not have. With the readily available on-call PSAs, consultant services are procured in a timely manner and with the least amount of administrative effort.

On May 15, 2025, PWFP solicited for Statements of Qualifications (SOQs) from qualified consultants through Request for Qualifications (RFQ) #10914 for on-call construction management services. On June 25, 2025, PWFP received SOQs from 15 firms. Of these 15 firms, four firms, GFT, Harris, MNS, and TRC, were identified as the most qualified through a competitive selection process in accordance with County policies and State and Federal laws under RFQ #10914. These four firms were selected for their expertise and capabilities in providing on-call construction management services for projects.

Approval of the recommended actions by the Board of Supervisors (Board) would allow for the issuance of four multi-year agreement (MYA) PSAs, each for a period of five years effective November 21, 2025 to November 20, 2030, for an amount not to exceed \$3,000,000 for each PSA, for a combined total of \$12,000,000. Each consultant's scope of work, in general, provides construction management services, including but not limited to construction inspection, material testing and surveying services.

The modified standard PSAs with MNS and TRC include language that differs from the County's standard terms. The MNS PSA includes a minor modification to paragraphs 5.01 and 5.02 of Section 5, Performance Standards, and Section 9, Insurance, which does not represent a material change in terms. The TRC PSA also includes a minor modification to paragraph 5.02 of Section 5, Performance Standards. The minor modifications have been reviewed and deemed acceptable by the Office of the County Counsel, including the County's Risk Manager, and are reflected within the

attached proposed modified PSAs (Attachments C and D).

Attachments A through D, provided for reference, include the proposed PSAs and modified standard PSAs. Attachments E and F provide RFQ #10914 and Addendum No. 1 to RFQ #10914.

OTHER AGENCY INVOLVEMENT/COMMITTEE ACTIONS:

The Office of the County Counsel, including Risk Management, and the Auditor-Controller's Office have reviewed and approved the PSAs and modified standard PSAs as to form, liability and fiscal provisions, respectively.

FINANCING:

On-call construction management services are used for projects that arise throughout the year and are not specifically scheduled in advance. Appropriations are included in the Road Fund 002 and Capital Project Fund 404 budgets to cover such unscheduled services. Future budgets will continue to include funding for this purpose as well. Costs for services provided under these PSAs will be charged to the applicable project or operating unit and reimbursed from the respective project funding sources.

BOARD OF SUPERVISORS STRATEGIC PLAN GOALS:

The recommended action aligns with the Board's Strategic Plan Goals for Sustainable Infrastructure, both now and in the future. The on-call construction management services will support the construction of sustainable, physical infrastructure that are required for living, working, recreating in, and visiting the County of Monterey.

- Well-Being and Quality of Life
- Sustainable Infrastructure for the Present and Future
- Safe and Resilient Communities
- Diverse and Thriving Economy

Prepared by: Jonathan L. Pascua, PE, Senior Civil Engineer, (831) 755-8963
Dalia Mariscal-Martinez, Management Analyst III, (831) 755-8966

Reviewed by: Enrique Saavedra, PE, Chief of Public Works, (831) 755-8970

Approved by: Randell Ishii, MS, PE, TE, PTOE, Director of Public Works, Facilities and Parks,
(831) 755-4800

Attachments:

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County of Monterey

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Attachment A

**COUNTY OF MONTEREY AGREEMENT FOR PROFESSIONAL SERVICES
WITH SURVEYORS, ARCHITECTS, ENGINEERS & DESIGN PROFESSIONALS**

This Professional Services Agreement (“Agreement”) is made by and between the County of Monterey, a political subdivision of the State of California (hereinafter “County”) and:
GFT Infrastructure, Inc.,
(hereinafter “CONTRACTOR”).

In consideration of the mutual covenants and conditions set forth in this Agreement, the parties agree as follows:

- 1. **SERVICES TO BE PROVIDED.** The County hereby engages CONTRACTOR to perform, and CONTRACTOR hereby agrees to perform, the services described in **Exhibit A** in conformity with the terms of this Agreement. The services are generally described as follows:

Provide on-call construction management services for various construction projects located in the County of Monterey, Request for Qualifications (RFQ) #10914

- 2. **PAYMENTS BY COUNTY.** County shall pay the CONTRACTOR in accordance with the payment provisions set forth in **Exhibit A**, subject to the limitations set forth in this Agreement. The total amount payable by County to CONTRACTOR under this Agreement shall not exceed the sum of \$3,000,000.

- 3. **TERM OF AGREEMENT.** The term of this Agreement is from November 21, 2025 to November 20, 2030, unless sooner terminated pursuant to the terms of this Agreement. This Agreement is of no force or effect until signed by both CONTRACTOR and County and with County signing last, and CONTRACTOR may not commence work before County signs this Agreement.

- 4. **ADDITIONAL PROVISIONS/EXHIBITS.** The following attached exhibits are incorporated herein by reference and constitute a part of this Agreement:

Exhibit A Scope of Services/Payment Provisions

Exhibit B Federal Provisions

Exhibit C Incorporation of RFQ #10914, Addendum No. 1 to RFQ #10914, and Statement of Qualifications, on file with the County of Monterey, Department of Public Works, Facilities and Parks (PWFP)

5. PERFORMANCE STANDARDS.

5.01. CONTRACTOR warrants that CONTRACTOR and CONTRACTOR’s agents, employees, and subcontractors performing services under this Agreement are specially trained, experienced, competent, and appropriately licensed to perform the work and deliver the services required under this Agreement and are not employees of the County, or immediate family of an employee of the County.

5.02. CONTRACTOR, its agents, employees, and subcontractors shall perform all work in a safe and skillful manner and in compliance with all applicable laws and regulations. All work performed

under this Agreement that is required by law to be performed or supervised by licensed personnel shall be performed in accordance with such licensing requirements.

- 5.03. CONTRACTOR shall furnish, at its own expense, all materials, equipment, and personnel necessary to carry out the terms of this Agreement, except as otherwise specified in this Agreement. CONTRACTOR shall not use County premises, property (including equipment, instruments, or supplies) or personnel for any purpose other than in the performance of its obligations under this Agreement.

6. PAYMENT CONDITIONS.

- 6.01. CONTRACTOR shall submit to the Contract Administrator an invoice on a form acceptable to County. If not otherwise specified, the CONTRACTOR may submit such invoice periodically or at the completion of services, but in any event, not later than 30 days after completion of services. The invoice shall set forth the amounts claimed by CONTRACTOR for the previous period, together with an itemized basis for the amounts claimed, and such other information pertinent to the invoice as the County may require. The Contract Administrator or his or her designee shall certify the invoice; either in the requested amount or in such other amount as the County approves in conformity with this Agreement, and shall promptly submit such invoice to the County Auditor-Controller for payment. The County Auditor-Controller shall pay the amount certified within 30 days of receiving the certified invoice.
- 6.02. CONTRACTOR shall not receive reimbursement for travel expenses unless set forth in this Agreement.

7. TERMINATION.

- 7.01. During the term of this Agreement, the County may terminate the Agreement for any reason by giving written notice of termination to the CONTRACTOR at least thirty (30) days prior to the effective date of termination. Such notice shall set forth the effective date of termination. In the event of such termination, the amount payable under this Agreement shall be reduced in proportion to the services provided prior to the date of termination.
- 7.02. The County may cancel and terminate this Agreement for good cause effective immediately upon written notice to CONTRACTOR. "Good cause" includes the failure of CONTRACTOR to perform the required services at the time and in the manner provided under this Agreement. If County terminates this Agreement for good cause, the County may be relieved of the payment of any consideration to CONTRACTOR, and the County may proceed with the work in any manner, which County deems proper. The cost to the County shall be deducted from any sum due the CONTRACTOR under this Agreement.

8. INDEMNIFICATION.

- 8.01 For purposes of the following indemnification provisions ("Indemnification Agreement"), "design professional" has the same meaning as set forth in California Civil Code section 2782.8. If any term, provision or application of this Indemnification Agreement is found to be invalid, in violation of public policy or unenforceable to any extent, such finding shall not invalidate any other term or provision of this Indemnification Agreement and such other terms and provisions

shall continue in full force and effect. If there is any conflict between the terms, provisions or application of this Indemnification Agreement and the provisions of California Civil Code Sections 2782 or 2782.8, the broadest indemnity protection for County under this Indemnity Agreement that is permitted by law shall be provided by CONTRACTOR.

8.02 Indemnification for Design Professional Services Claims:

CONTRACTOR shall indemnify, defend and hold harmless County, its governing board, directors, officers, employees, and agents against any claims that arise out of, or pertain to, or relate to the negligence, recklessness, or willful misconduct of CONTRACTOR, its employees, subcontractors, and agents in the performance of design professional services under this Agreement, excepting only liability arising from the sole negligence, active negligence or willful misconduct of County, or defect in a design furnished by County, but in no event shall the amount of such CONTRACTOR’s liability exceed such CONTRACTOR’s proportionate percentage of fault as determined by a court, arbitrator or mediator, or as set out in a settlement agreement. In the event one (1) or more defendants to any action involving such claim or claims against County is unable to pay its share of defense costs due to bankruptcy or dissolution of the business, such CONTRACTOR shall meet and confer with the other parties to such action regarding unpaid defense costs.

8.03 Indemnification for All Other Claims or Loss:

For any claim, loss, injury, damage, expense or liability other than claims arising out of CONTRACTOR’s performance of design professional services under this Agreement, CONTRACTOR shall indemnify, defend and hold harmless County, its governing board, directors, officers, employees, and agents against any claim for loss, injury, damage, expense or liability resulting from or alleging injury to or death of any person or loss of use of or damage to property, arising from or related to the performance of services under this Agreement by CONTRACTOR, its employees, subcontractors or agents, excepting only liability arising from the sole negligence, active negligence or willful misconduct of County, or defect in a design furnished by County.

9. INSURANCE.

9.01 Evidence of Coverage:

Prior to commencement of this Agreement, the Contractor shall provide a “Certificate of Insurance” certifying that coverage as required herein has been obtained. Individual endorsements executed by the insurance carrier shall accompany the certificate. In addition, the Contractor upon request shall provide a certified copy of the policy or policies.

This verification of coverage shall be sent to the County’s Contracts/Purchasing Division, unless otherwise directed. The CONTRACTOR shall not receive a “Notice to Proceed” with the work under this Agreement until it has obtained all insurance required and such, insurance has been approved by the County. This approval of insurance shall neither relieve nor decrease the liability of the CONTRACTOR.

9.02 Qualifying Insurers:

All coverages, except surety, shall be issued by companies which hold a current policy holder’s alphabetic and financial size category rating of not less than A VII, according to the current A.M.

Best's Rating Guide or a company of equal financial stability that is approved by the County's Purchasing Agent.

- 9.03 Insurance Coverage Requirements: Without limiting CONTRACTOR's duty to indemnify, CONTRACTOR shall maintain in effect throughout the term of this Agreement a policy or policies of insurance with the following minimum limits of liability:

Commercial General Liability Insurance: including but not limited to premises and operations, including coverage for Bodily Injury and Property Damage, Personal Injury, Contractual Liability, Broad form Property Damage, Independent Contractors, Products and Completed Operations, with a combined single limit for Bodily Injury and Property Damage of not less than \$1,000,000 per occurrence, and \$2,000,000 in the aggregate.

(Note: any proposed modifications to these general liability insurance requirements shall be attached as an Exhibit hereto, and the section(s) above that are proposed as not applicable shall be lined out in blue ink. All proposed modifications are subject to County approval.)

Auto Liability Coverage: must include motor vehicles, including scheduled, non-owned, and hired vehicles, used in providing services under this Agreement, with a combined single limit or Bodily Injury and Property Damage of not less than \$1,000,000 per occurrence.

(Note: any proposed modifications to these auto insurance requirements shall be attached as an Exhibit hereto, and the section(s) above that are proposed as not applicable shall be lined out in blue ink. All proposed modifications are subject to County approval.)

Workers' Compensation Insurance, if CONTRACTOR employs others in the performance of this Agreement, in accordance with California Labor Code section 3700 and with Employer's Liability limits not less than \$1,000,000 each person, \$1,000,000 each accident and \$1,000,000 each disease.

(Note: any proposed modifications to these workers' compensation insurance requirements shall be attached as an Exhibit hereto, and the section(s) above that are proposed as not applicable shall be lined out in blue ink. All proposed modifications are subject to County approval.)

Professional Liability Insurance: if required for the professional services being provided, (e.g., those persons authorized by a license to engage in a business or profession regulated by the California Business and Professions Code), in the amount of not less than \$1,000,000 per claim and \$2,000,000 in the aggregate, to cover liability for malpractice or errors or omissions made in the course of rendering professional services. If professional liability insurance is written on a "claims-made" basis rather than an occurrence basis, the CONTRACTOR shall, upon the expiration or earlier termination of this Agreement, obtain extended reporting coverage ("tail coverage") with the same liability limits. Any such tail coverage shall continue for at least three years following the expiration or earlier termination of this Agreement.

(Note: Professional liability insurance coverage is required if the contractor is providing a professional service regulated by the state. Examples of service providers regulated by the state are insurance agents, professional architects and engineers, doctors, certified public accountants, lawyers, etc. However, other professional Contractors, such as computer or software designers, technology services, and services providers such as claims administrators, should also have professional liability. If in doubt, consult with your risk or contract manager.)

If the contractor maintains broader coverage and/or higher limits than the minimums shown above, the County requires and shall be entitled to the broader coverage and/or higher limits maintained by the contractor.

9.04 Other Requirements:

All insurance required by this Agreement shall be with a company acceptable to the County and issued and executed by an admitted insurer authorized to transact Insurance business in the State of California. Unless otherwise specified by this Agreement, all such insurance shall be written on an occurrence basis, or, if the policy is not written on an occurrence basis, such policy with the coverage required herein shall continue in effect for a period of three years following the date CONTRACTOR completes its performance of services under this Agreement.

Each liability policy shall provide that the County shall be given notice in writing at least thirty days in advance of any endorsed reduction in coverage or limit, cancellation, or intended non-renewal thereof. Each policy shall provide coverage for Contractor and additional insureds with respect to claims arising from each subcontractor, if any, performing work under this Agreement, or be accompanied by a certificate of insurance from each subcontractor showing each subcontractor has identical insurance coverage to the above requirements.

Additional Insured Status:

The County of Monterey, its officers, officials, employees, agents, and volunteers are to be covered as additional insureds on the auto liability policy for liability arising out of automobiles owned, leased, hired or borrowed by or on behalf of the Contractor. Auto liability coverage shall be provided in the form of an endorsement to the CONTRACTOR'S insurance.

The County of Monterey, its officers, officials, employees, agents, and volunteers are to be covered as additional insureds on the commercial general liability policy with respect to liability arising out of work or operations performed by or on behalf of the CONTRACTOR including materials, parts, or equipment furnished in connection with such work or operations. General liability coverage shall be provided in the form of an endorsement to the CONTRACTOR'S insurance (at least as broad as ISO Form CG 20 10 11 85 or if not available, through the addition of both CG 20 10, CG 20 26, CG 20 33, or CG 20 38; and CG 20 37 if a later edition is used).

Primary Coverage:

For any claims related to this contract, the CONTRACTOR'S insurance coverage shall be primary and non-contributory and at least as broad as ISO CG 20 01 04 13 as respects the County, its officers, officials, employees, agents, and volunteers. Any insurance or self-insurance maintained by the County, its officers, officials, employees, agents, or volunteers shall be excess of the CONTRACTOR'S insurance and shall not contribute with it. This requirement shall also apply to any Excess or Umbrella liability policies.

Workers' Compensation Waiver of Subrogation:

The workers' compensation policy required hereunder shall be endorsed to state that the workers' compensation carrier waives its right of subrogation against COUNTY, its officers, officials, employees, agents, or volunteers, which might arise by reason of payment under such policy in connection with performance under this Agreement by CONTRACTOR. Should CONTRACTOR be self-insured for workers' compensation, CONTRACTOR hereby agrees to waive its right of subrogation against COUNTY, its officers, officials, employees, agents, or volunteers.

Prior to the execution of this Agreement by the County, CONTRACTOR shall file certificates of insurance and endorsements with the County's contract administrator and County's Contracts/Purchasing Division, showing that the CONTRACTOR has in effect the insurance required by this Agreement. The CONTRACTOR shall file a new or amended certificate of insurance within five calendar days after any change is made in any insurance policy, which would alter the information on the certificate then on file. Acceptance or approval of insurance shall in no way modify or change the indemnification clause in this Agreement, which shall continue in full force and effect. CONTRACTOR shall always during the term of this Agreement maintain in force the insurance coverage required under this Agreement and shall send, without demand by County, annual certificates to County's Contract Administrator and County's Contracts/Purchasing Division. If the certificate is not received by the expiration date, County shall notify CONTRACTOR and CONTRACTOR shall have five calendar days to send in the certificate, evidencing no lapse in coverage during the interim. Failure by CONTRACTOR to maintain such insurance is a default of this Agreement, which entitles County, at its sole discretion, to terminate this Agreement immediately.

10. RECORDS AND CONFIDENTIALITY.

- 10.01 Confidentiality. CONTRACTOR and its officers, employees, agents, and subcontractors shall comply with any and all federal, state, and local laws, which provide for the confidentiality of records and other information. CONTRACTOR shall not disclose any confidential records or other confidential information received from the County or prepared in connection with the performance of this Agreement, unless County specifically permits CONTRACTOR to disclose such records or information. CONTRACTOR shall promptly transmit to County any and all requests for disclosure of any such confidential records or information. CONTRACTOR shall not use any confidential information gained by CONTRACTOR in the performance of this Agreement except for the sole purpose of carrying out CONTRACTOR's obligations under this Agreement.
- 10.02 County Records. When this Agreement expires or terminates, CONTRACTOR shall return to County any County records which CONTRACTOR used or received from County to perform services under this Agreement.
- 10.03 Maintenance of Records. CONTRACTOR shall prepare, maintain, and preserve all reports and records that may be required by federal, state, and County rules and regulations related to services performed under this Agreement. CONTRACTOR shall maintain such records for a period of at least three years after receipt of final payment under this Agreement. If any litigation, claim, negotiation, audit exception, or other action relating to this Agreement is pending at the end of the three-year period, then CONTRACTOR shall retain said records until such action is resolved.
- 10.04 Access to and Audit of Records. The County shall have the right to examine, monitor and audit all records, documents, conditions, and activities of the CONTRACTOR and its subcontractors related to services provided under this Agreement. Pursuant to Government Code section 8546.7, if this Agreement involves the expenditure of public funds in excess of \$10,000, the parties to this Agreement may be subject, at the request of the County or as part of any audit of the County, to the examination and audit of the State Auditor pertaining to matters connected with the performance of this Agreement for a period of three years after final payment under the Agreement.

10.05 Royalties and Inventions. County shall have a royalty-free, exclusive and irrevocable license to reproduce, publish, and use, and authorize others to do so, all original computer programs, writings, sound recordings, pictorial reproductions, drawings, and other works of similar nature produced in the course of or under this Agreement. CONTRACTOR shall not publish any such material without the prior written approval of County.

10.06 Format of Deliverables: For this section, "Deliverables" shall mean all electronic documents CONTRACTOR provides to the County under this Agreement. CONTRACTOR shall ensure all Deliverables comply with the requirements of the Web Content Accessibility Guidelines ("WCAG") 2.1, pursuant to the Americans with Disabilities Act ("ADA"). CONTRACTOR bears the burden to deliver Deliverables, such as Adobe Acrobat Portable Document Format ("PDF") and Microsoft Office files, complying with WCAG 2.1. CONTRACTOR shall defend and indemnify the County against any breach of this Section. This Section shall survive the termination of this Agreement. Find more on Accessibility at this State website: <https://webstandards.ca.gov/accessibility/>.

11. NON-DISCRIMINATION. During the performance of this Agreement, CONTRACTOR, and its subcontractors, shall not unlawfully discriminate against any person because of race, religious creed, color, sex, national origin, ancestry, physical disability, mental disability, medical condition, marital status, age (over 40), sexual orientation, or any other characteristic set forth in California Government code § 12940(a), either in CONTRACTOR's employment practices or in the furnishing of services to recipients. CONTRACTOR shall ensure that the evaluation and treatment of its employees and applicants for employment and all persons receiving and requesting services are free of such discrimination. CONTRACTOR and any subcontractor shall, in the performance of this Agreement, fully comply with all federal, state, and local laws and regulations which prohibit discrimination. The provision of services primarily or exclusively to such target population as may be designated in this Agreement shall not be deemed to be prohibited discrimination.

12. COMPLIANCE WITH TERMS OF STATE OR FEDERAL GRANT. If this Agreement has been or will be funded with monies received by the County pursuant to a contract with the state or federal government in which the County is the grantee, CONTRACTOR will comply with all the provisions of said contract, to the extent applicable to CONTRACTOR as a subgrantee under said contract, and said provisions shall be deemed a part of this Agreement, as though fully set forth herein. Upon request, County will deliver a copy of said contract to CONTRACTOR, at no cost to CONTRACTOR.

13. COMPLIANCE WITH APPLICABLE LAWS.

13.01 CONTRACTOR shall keep itself informed of and in compliance with all federal, state, and local laws, ordinances, regulations, and orders, including but not limited to all state and federal tax laws that may affect in any manner the Project or the performance of the Services or those engaged to perform Services under this Agreement as well as any privacy laws including, if applicable, Health Insurance Portability and Accountability Act (HIPAA). CONTRACTOR shall procure all permits and licenses, pay all charges and fees, and give all notices require by law in the performance of the Services.

- 13.02 CONTRACTOR shall report immediately to County’s Contracts/Purchasing Officer, in writing, any discrepancy or inconsistency it discovers in the laws, ordinances, regulations, orders, and/or guidelines in relation to the Project of the performance of the Services.
- 13.03 All documentation prepared by CONTRACTOR shall provide for a completed project that conforms to all applicable codes, rules, regulations, and guidelines that are in force at the time such documentation is prepared.

14. INDEPENDENT CONTRACTOR. In the performance of work, duties, and obligations under this Agreement, CONTRACTOR is at all times acting and performing as an independent contractor and not as an employee of the County. No offer or obligation of permanent employment with the County or particular County department or agency is intended in any manner, and CONTRACTOR shall not become entitled by virtue of this Agreement to receive from County any form of employee benefits including but not limited to sick leave, vacation, retirement benefits, workers’ compensation coverage, insurance or disability benefits. CONTRACTOR shall be solely liable for and obligated to pay directly all applicable taxes, including federal and state income taxes and social security, arising out of CONTRACTOR’s performance of this Agreement. In connection therewith, CONTRACTOR shall defend, indemnify, and hold County harmless from any and all liability, which County may incur because of CONTRACTOR’s failure to pay such taxes.

15. NOTICES. Notices required under this Agreement shall be delivered personally or by first-class, postage pre-paid mail to the County and CONTRACTOR’s Contract Administrators at the addresses listed below:

FOR COUNTY:	FOR CONTRACTOR:
<hr/> Dalia Mariscal-Martinez, Management Analyst III Name and Title	<hr/> Rany Chek, PE, Principal Name and Title
<hr/> 1441 Schilling Place, 2nd Floor Salinas, California 93901 Address	<hr/> 1000 Burnett Avenue, Suite 445 Concord, California 94520 Address
<hr/> (831) 755-8966 Phone	<hr/> (925) 383-9105 Phone

16. MISCELLANEOUS PROVISIONS.

- 16.01 Conflict of Interest. CONTRACTOR represents that it presently has no interest and agrees not to acquire any interest during the term of this Agreement, which would directly or indirectly conflict in any manner or to any degree with the full and complete performance of the professional services required to be rendered under this Agreement.
- 16.02 Amendment. This Agreement may be amended or modified only by an instrument in writing signed by the County and the CONTRACTOR.
- 16.03 Waiver. Any waiver of any terms and conditions of this Agreement must be in writing and signed by the County and the CONTRACTOR. A waiver of any of the terms and conditions of this Agreement shall not be construed as a waiver of any other terms or conditions in this Agreement.

- 16.04 Contractor. The term “CONTRACTOR” as used in this Agreement includes CONTRACTOR’s officers, agents, and employees acting on CONTRACTOR’s behalf in the performance of this Agreement.
- 16.05 Disputes. CONTRACTOR shall continue to perform under this Agreement during any dispute.
- 16.06 Assignment and Subcontracting. The CONTRACTOR shall not assign, sell, or otherwise transfer its interest or obligations in this Agreement without the prior written consent of the County. None of the services covered by this Agreement shall be subcontracted without the prior written approval of the County. Notwithstanding any such subcontract, CONTRACTOR shall continue to be liable for the performance of all requirements of this Agreement.
- 16.07 Successors and Assigns. This Agreement and the rights, privileges, duties, and obligations of the County and CONTRACTOR under this Agreement, to the extent assignable or delegable, shall be binding upon and inure to the benefit of the parties and their respective successors, permitted assigns, and heirs.
- 16.08 Headings. The headings are for convenience only and shall not be used to interpret the terms of this Agreement.
- 16.09 Time is of the Essence. Time is of the essence in each and all of the provisions of this Agreement.
- 16.10 Governing Law. This Agreement shall be governed by and interpreted under the laws of the State of California.
- 16.11 Non-exclusive Agreement. This Agreement is non-exclusive and both County and CONTRACTOR expressly reserve the right to contract with other entities for the same or similar services.
- 16.12 Construction of Agreement. The County and CONTRACTOR agree that each party has fully participated in the review and revision of this Agreement and that any rule of construction to the effect that ambiguities are to be resolved against the drafting party shall not apply in the interpretation of this Agreement or any amendment to this Agreement.
- 16.13 Authority. Any individual executing this Agreement on behalf of the County or the CONTRACTOR represents and warrants hereby that he or she has the requisite authority to enter into this Agreement on behalf of such party and bind the party to the terms and conditions of this Agreement.
- 16.14 Integration. This Agreement, including the exhibits, represent the entire Agreement between the County and the CONTRACTOR with respect to the subject matter of this Agreement and shall supersede all prior negotiations, representations, or agreements, either written or oral, between the County and the CONTRACTOR as of the effective date of this Agreement, which is the date that the County signs the Agreement.

- 16.15 Interpretation of Conflicting Provisions. In the event of any conflict or inconsistency between the provisions of this Agreement and the Provisions of any exhibit or other attachment to this Agreement, the provisions of this Agreement shall prevail and control.
- 16.16 Independent Contractor Compliance with Government Code Section 1097.6 (c). This section applies to those situations when a contractor/consultant is awarded a Contract for a preliminary phase of a project, with future phases to be bid separately. This section does not apply to those situations when a Contract is awarded for multiple phases of a project under a single contract/proposal. When applicable, and as described below, contractor/consultant's duties and services under this agreement shall not include preparing or assisting the public entity with any portion of the public entity's preparation of a request for proposals, request for qualifications, or any other solicitation regarding a subsequent or additional contract with the public entity. The public entity entering this agreement shall at all times retain responsibility for public contracting, including with respect to any subsequent phase of this project. Contractor/consultant's participation in the planning, discussions, or drawing of project plans or specifications shall be limited to conceptual, preliminary, or initial plans or specifications. Contractor/consultant shall cooperate with the public entity to ensure that all bidders for a subsequent contract on any subsequent phase of this project have access to the same information, including all conceptual, preliminary, or initial plans or specifications prepared by contractor pursuant to this agreement.

17. CONSENT TO USE OF ELECTRONIC SIGNATURES.

- 17.01 The parties to this Agreement consent to the use of electronic signatures via DocuSign to execute this Agreement. The parties understand and agree that the legality of electronic signatures is governed by state and federal law, 15 USC Section 7001 *et seq.*; California Government Code Section 16.5; and, California Civil Code Section 1633.1 *et seq.* Pursuant to said state and federal law as may be amended from time to time, the parties to this Agreement hereby authenticate and execute this Agreement, and any and all Exhibits to this Agreement, with their respective electronic signatures, including any and all scanned signatures in portable document format (PDF).
- 17.02 Counterparts. The parties to this Agreement understand and agree that this Agreement can be executed in two (2) or more counterparts and transmitted electronically via facsimile transmission or by delivery of a scanned counterpart in PDF via email transmittal.
- 17.03 Form: Delivery by E-Mail or Facsimile. Executed counterparts of this Agreement may be delivered by facsimile transmission or by delivery of a scanned counterpart in PDF by e-mail transmittal, in either case with delivery confirmed. On such confirmed delivery, the signatures in the facsimile or PDF data file shall be deemed to have the same force and effect as if the manually signed counterpart or counterparts had been delivered to the other party in person.

***** THIS SECTION INTENTIONALLY LEFT BLANK *****

IN WITNESS WHEREOF, County and CONTRACTOR have executed this Agreement as of the day and year written below.

COUNTY OF MONTEREY

CONTRACTOR

By: Chief Contracts & Procurement Officer

Date:

By: Department Head (if applicable)

Date:

By: Board of Supervisors (if applicable)

Date:

Approved as to Form Office of the County Counsel¹ Susan K. Blitch, County Counsel

By: Mary Grace Perry, Deputy County Counsel County Counsel

Date: 10/30/2025 | 5:23 PM PDT

Approved as to Fiscal Provisions²

By: Patricia Ruiz Auditor/Controller

Date: 11/3/2025 | 3:49 PM PST

Reviewed as to Liability Provisions Office of the County Counsel-Risk Management³

By: David Bolton, Risk Manager

Date:

GFT Infrastructure, Inc. Contractor's Business Name*

By: Signed by: Rany Chek (Signature of Chair, President, or Vice-President)*

Rany Chek, Vice President Name and Title

Date: 10/30/2025 | 4:04 PM PDT

By: Signed by: Lea Ann Schmolze (Signature of Secretary, Asst. Secretary, CFO, Treasurer or Asst. Treasurer)*

Lea Ann Schmolze, Assistant Secretary Name and Title

Date: 10/30/2025 | 5:20 PM PDT

County Board of Supervisors' Agreement Number: _____.

*INSTRUCTIONS: If CONTRACTOR is a corporation, including non-profit corporations, the full legal name of the corporation shall be set forth above together with the signatures of two (2) specified officers (California Corporations Code § 313). If CONTRACTOR is a Limited Liability Corporation (LLC), the full legal name of the LLC shall be set forth above together with the signatures of either 1) any member, or 2) two (2) managers (Corporations Code §17703.01, subds. (a) and (d)). If CONTRACTOR is a partnership, the full legal name of the partnership shall be set forth above together with the signature of a partner who has authority to execute on behalf of the partnership. If CONTRACTOR is contracting in an individual capacity, the individual shall set forth the name of the business, if any, and shall personally sign.

¹Approval by the Office of County Counsel is required.

²Approval by Auditor/Controller is required.

³Review by Risk Manager is required only if changes are made in the Indemnification or Insurance paragraphs.

EXHIBIT A - SCOPE OF SERVICES/PAYMENT PROVISIONS

**To Agreement by and between
County of Monterey, hereinafter referred to as “County”
and
GFT Infrastructure, Inc., hereinafter referred to as “CONTRACTOR”**

A. SCOPE OF SERVICES

A.1 CONTRACTOR shall provide services and staff, and otherwise do all things necessary for or incidental to the performance of work, as set forth below:

A.1.1 CONTRACTOR’s Minimum Work Performance Percentage: CONTRACTOR shall perform with their own organization Agreement work amounting to not less than fifty percent (50%) of the original total Agreement price. CONTRACTOR shall not assign, subcontract, sell, or otherwise transfer its interest or obligations in this Agreement without the prior written consent of County.

A.1.2 The scope of services includes in general construction management and engineering inspection services for various construction projects within the County. The construction projects include the repair and upgrade of existing roadways, drainage facilities, and traffic control devices.

A.1.3 The broad scope requires a diversity of expertise and the ability to deal with a number of specialized construction contract issues. Of particular concern are the qualifications and experience of the individual(s) who will be directly involved in the project(s), as they relate to the California Department of Transportation (Caltrans).

A.1.4 The construction management effort shall include, but not be limited to, the following services and requirements:

Contract Administration:

Provide overall coordination of construction management services, including supervision of contract administration, labor compliance, Disadvantaged Business Enterprise (DBE) programs, field observations and outside services. Attend regularly scheduled project meetings with County or CONTRACTOR representatives to review the progress of the work, resolve field problems as they occur, and perform project related public relations with the public and outside agencies such as the United States Army Corps of Engineers (USACE) and the California Department of Fish and Wildlife (CDFW).

General Inspection:

Provide daily inspections and supervision of the work of the construction contractor’s operations as construction progresses and promptly report and resolve problems regarding performance and/or conformity with the drawings and specifications, including contract administration and construction engineering of

EXHIBIT A - SCOPE OF SERVICES/PAYMENT PROVISIONS

the assigned project. Assist County Resident Engineer in managing construction operations. In accordance with the State Standard Specifications and Special Provisions, ensure that all utility work is coordinated with the appropriate utility company and that all the appropriate permits and inspections are obtained for all items of work.

Change Orders:

In accordance with State Standard Specifications, Special Provisions, and County format, prepare, process, and make recommendations on change orders. County will approve all change orders which are acceptable to County.

Surveying:

Coordinate and supervise construction surveying and staking. Construction staking is to be included in the services provided by CONTRACTOR.

Material Testing:

Coordinate, interpret, certify, and supervise all required soils and material tests in accordance with Caltrans test methods and Standard Specifications. CONTRACTOR shall provide County with a Caltrans certified material testing company to provide material testing services per Caltrans Standard Specifications.

Test Data:

Review and approve copies of certificates of compliance, independent testing laboratory reports, and manufacturer's shop or mill tests to ensure conformance with contract specifications.

Plan Interpretation:

With the assistance of County Resident Engineer, as needed, to interpret the intent of the plans and specifications to protect County against defects and deficiencies in construction on the part of the construction contractor.

Pre-Construction Conference:

Assist in the pre-construction meeting with construction contractor and other project participants. This discussion affords all the parties of the construction contract a common understanding of the proposed work and problems, and possible solutions that may be expected during the life of the construction contract. Labor compliance, equal employment opportunity, safety requirements, water pollution requirements, agreements, and permits shall also be discussed. Respond to questions construction contractor may have and address issues that need to be resolved before work commences.

Safety and Accidents:

Assume the duties of the Project Safety Coordinator. Ensure construction contractor complies with all safety orders, Federal and State, and permits through normal contract administration procedures. Document all incidents with

EXHIBIT A - SCOPE OF SERVICES/PAYMENT PROVISIONS

photographs and written reports. Manage safety precautions through construction contractor for the public in construction areas.

Approval Schedule:

Prepare a schedule (using Microsoft Project) indicating all items that will be submitted by construction contractor for review and approval requiring action by County. Furnish appropriate forms, as necessary, and monitor the construction contractor's adherence to the schedule.

False Work and Shop Drawings:

Keep records, provide timely engineering review, and prepare written recommendations certifying the adequacy of construction contractor's submittal for false work as well as construction of false work. Coordinate, document, and make engineering recommendations in writing on approval of shop drawings. Final submittal approvals shall be made in consultation with County.

Progress Statements:

Prepare and provide monthly progress statements meeting County requirements including the following: monthly estimates on all items of work with source documents to verify progress payments. Submit weekly copies of daily diaries to County. Submit a copy of the baseline progress schedule and monthly updates as required by the Special Provisions.

Final Walk-through and Final Inspection:

Conduct project walk-through prior to completion of construction. Minutes of this walk-through shall be completed by CONTRACTOR and a copy shall be sent to County. The final walk-through list of attendees shall be coordinated with County. CONTRACTOR shall complete a final inspection of the project and complete the required Final Report forms.

As-Built Plans:

Provide County with an electronic as-built plan file complete with redline changes or corrections. Such plans will be based upon information obtained from field measurements and observations made during project construction and approved contract change orders. The electronic signature and seal of the responsible Registered Resident Engineer or Construction Engineer will be placed in the file on Level 62 (refer to "Highway Design and Topography Information" on Page 2.5-2 of the *Caltrans Computer Aided Design & Drafting (CADD) User's Manual*).

Contract Records:

At the completion of the project, submit the original set of construction books to County cataloged in accordance with Chapter 5, Section 5-102, "Organization of Project Documents," of the *Caltrans Construction Manual* and as directed by County. These records shall include all correspondence, meeting minutes, photographs, agreements, hazardous waste material information and tests, labor

EXHIBIT A - SCOPE OF SERVICES/PAYMENT PROVISIONS

compliance, contract administration forms, bridge work, diaries, contract item quantity documents, contract change orders, project status sheets, project record-estimate and project status, disputes, project completion documents, etc.

- A.1.5 Services shall be provided on an on-call basis. County shall contact CONTRACTOR with regards to an individual task and/or project. CONTRACTOR shall then submit a detailed proposal that shall include at minimum assigned CONTRACTOR staff, relevant task, deliverables, schedule, and cost.
- A.1.6 The exact scope for construction management services will be determined prior to a notice to proceed for a specific task and/or project. County may negotiate the scope and cost of the proposal prior to issuance of the notice to proceed. County has the right to reject any submitted proposal.
- A.1.7 CONTRACTOR shall advocate for County and ensure the project produced is in the best interest of County. CONTRACTOR shall deliver products on or ahead of the required schedule and within budget.
- A.1.8 All work shall be performed in conformance with all applicable County, State and Federal laws relevant to the specific project scope.
- A.1.9 In compliance with RFQ #10914, if the project for which CONTRACTOR is ultimately hired for is funded with Federal Highway Administration (FHWA) funds, CONTRACTOR will be required to comply with Federal Provisions. Caltrans Local Assistance Procedures Manual (LAPM), Federal Provisions in Exhibit B, attached hereto and incorporated by reference, shall be completed separately for each individual project by CONTRACTOR and submitted to County for approval prior to County issuing CONTRACTOR with a notice to proceed for the project.
- A.1.10 County will issue CONTRACTOR a Delivery Order (DO) number for each individual task and/or project in the amount agreed upon by both parties and after County provides a notice to proceed. DO numbers for each task and/or project will close at the end of each fiscal year (July 1–June 30) and, if necessary, may be reissued at the start of the following fiscal year to allow completion of the task and/or project. The CONTRACTOR should note that County DO numbers change with each fiscal year; therefore, the DO number assigned to a task and/or project may differ from its start to its completion.
- A.2** CONTRACTOR shall produce all deliverables (e.g., written reports, installed products, etc.) associated with the assigned task(s) by the deadline specified by the County.

EXHIBIT A - SCOPE OF SERVICES/PAYMENT PROVISIONS

B. PAYMENT PROVISIONS

B.1 COMPENSATION/PAYMENT

County shall pay an amount not to exceed **\$3,000,000**, for the performance of all things necessary for or incidental to the performance of work as set forth in the Scope of Services. CONTRACTOR's compensation for services rendered shall be based on the rates as included in this Exhibit A and in accordance with the following terms:

County and CONTRACTOR agree that CONTRACTOR shall be reimbursed for travel expenses during this Agreement. CONTRACTOR shall receive compensation for travel expenses as per the "County Travel Policy". A copy of the policy is available online at <https://www.countyofmonterey.gov/home/showdocument?id=69364>. To receive reimbursement, CONTRACTOR must provide a detailed breakdown of authorized expenses, identifying what was expended and when.

County and CONTRACTOR agree that CONTRACTOR and its subcontractors shall be reimbursed for mileage based upon the Internal Revenue Service (IRS) standard business mileage rate at the time of travel.

CONTRACTOR agrees that pursuant to Labor Code Section 1771, not less than general prevailing rate of per diem wages shall be paid to all workers employed on any public work projects in excess of one thousand dollars (\$1,000).

Under California Labor Code sections 1720 et seq., a contract for some or all of the work contemplated by RFQ #10914 may be considered a public work. If applicable, CONTRACTOR shall comply with provisions of the Labor Code (sections 1720 et seq.) governing public works, including payment of prevailing wages, payroll records, and employment of apprentices. Copies of the determination of the general prevailing rate of per diem wages are available to interested parties at: <http://www.dir.ca.gov/public-works/prevailing-wage.html>.

Travel expenses for federally funded projects shall be reimbursed in accordance with California Department of Human Resources' (CalHR) rates <https://hrmanual.calhr.ca.gov/home/manualitem/1/2201>.

CONTRACTOR warrants that the cost charged for services under the terms of this Agreement are not in excess of those charged to any other client for the same services performed by the same individuals.

B.2 CONTRACTOR'S BILLING PROCEDURES

Invoices under this Agreement shall be submitted monthly and promptly, and in accordance with Section 6, "Payment Conditions", of the Agreement. All invoices shall reference the Agreement's Multi-Year Agreement (MYA) number and associated DO number, services and/or project name, County Project Manager, and an original hardcopy

EXHIBIT A - SCOPE OF SERVICES/PAYMENT PROVISIONS

shall be sent to the following address or via email to PWFP-Finance-AP@countyofmonterey.gov with a copy to goetzj@countyofmonterey.gov:

County of Monterey
Department of Public Works, Facilities and Parks (PWFP) – Finance Division
1441 Schilling Place, South 2nd Floor
Salinas, California 93901-4527

Any questions pertaining to invoices under this Agreement shall be directed to the PWFP Finance Division at (831) 755-4800 or via email to: PWFP-Finance-AP@countyofmonterey.gov.

County may, in its sole discretion, terminate the Agreement or withhold payments claimed by CONTRACTOR for services rendered if CONTRACTOR fails to satisfactorily comply with any term or condition of this Agreement.

No payments in advance or in anticipation of services or supplies to be provided under this Agreement shall be made by County.

County shall not pay any claims for payment for services submitted more than twelve (12) months after the calendar month in which the services were completed.

DISALLOWED COSTS: CONTRACTOR is responsible for any audit exceptions or disallowed costs incurred by its own organization or that of its subcontractors.

EXHIBIT A - SCOPE OF SERVICES/PAYMENT PROVISIONS

Local Assistance Procedures Manual

EXHIBIT 10-H2 COST PROPOSAL

SPECIFIC RATE OF COMPENSATION (USE FOR ON-CALL OR AS-NEEDED CONTRACTS)
(CONSTRUCTION ENGINEERING AND INSPECTION CONTRACTS)

Note: Mark-ups are Not Allowed

Consultant GFT Infrastructure, Inc. Prime Consultant Subconsultant 2nd Tier Subconsultant

Project No. County of Monterey - RFQ #10914 Contract No. _____ Participation Amount \$ 3,000,000.00 Date 9/30/25

For Combined Rate					0.00%
	Fringe Benefit %	+ General &Administrative %	=	Combined ICR%	
	OR				
For Home Office Rate					147.55%
	Fringe Benefit %	+ General &Administrative %	=	Home Office ICR%	
For Field Office Rate					124.93%
	Fringe Benefit %	+ General &Administrative %	=	Field Office ICR%	
			Fee	=	10%

BILLING INFORMATION

CALCULATION INFORMATION

Name/Job Title/Classification ¹	Hourly Billing Rates ²			Effective Date of Hourly Rate		Actual or Avg. Hourly Rate ⁴	% or \$ Increase	Hourly Range - for Classifications Only
	Straight ³	OT(1.5x)	OT(2x)	From	To			
Rany Chek, PE	\$450.00	N/A	N/A	6/17/2025	12/31/2025	\$192.20		Not Applicable
Principal In Charge	\$463.50	N/A	N/A	1/1/2026	12/31/2026	\$197.97	3.0%	
Full-Time/Exempt	\$477.41	N/A	N/A	1/1/2027	12/31/2027	\$203.91	3.0%	
	\$491.73	N/A	N/A	1/1/2028	12/31/2028	\$210.03	3.0%	
	\$506.48	N/A	N/A	1/1/2029	12/31/2029	\$216.33	3.0%	
	\$521.67	N/A	N/A	1/1/2030	12/31/2030	\$222.82	3.0%	
*Maurice El Hage	\$339.71	\$408.36	\$477.01	6/17/2025	12/31/2025	\$137.30		Not Applicable
Project Manager	\$349.90	\$420.61	\$491.32	1/1/2026	12/31/2026	\$141.42	3.0%	
Part-Time/Non-Exempt	\$360.40	\$433.23	\$506.06	1/1/2027	12/31/2027	\$145.66	3.0%	
	\$371.21	\$446.23	\$521.24	1/1/2028	12/31/2028	\$150.03	3.0%	
	\$382.35	\$459.62	\$536.88	1/1/2029	12/31/2029	\$154.53	3.0%	
	\$393.82	\$473.41	\$552.99	1/1/2030	12/31/2030	\$159.17	3.0%	
Shu-Jon Mao, PE	\$326.60	\$392.60	\$458.60	6/17/2025	12/31/2025	\$132.00		Not Applicable
Resident Engineer	\$336.40	\$404.38	\$472.36	1/1/2026	12/31/2026	\$135.96	3.0%	
Hourly/Non-Exempt	\$346.49	\$416.51	\$486.53	1/1/2027	12/31/2027	\$140.04	3.0%	
	\$356.88	\$429.00	\$501.12	1/1/2028	12/31/2028	\$144.24	3.0%	
	\$367.59	\$441.88	\$516.16	1/1/2029	12/31/2029	\$148.57	3.0%	
	\$378.62	\$455.14	\$531.65	1/1/2030	12/31/2030	\$153.03	3.0%	

EXHIBIT A - SCOPE OF SERVICES/PAYMENT PROVISIONS

Local Assistance Procedures Manual

Note: Mark-ups are Not Allowed

Consultant GFT Infrastructure, Inc. Prime Consultant Subconsultant 2nd Tier Subconsultant

Project No. County of Monterey - RFQ #10914 Contract No. _____ Date 9/30/25

BILLING INFORMATION

CALCULATION INFORMATION

Name/Job Title/Classification ¹	Hourly Billing Rates ²			Effective Date of Hourly Rate		Actual or Avg. Hourly Rate ⁴	% or \$ Increase	Hourly Range - for Classifications Only
	Straight ³	OT(1.5x)	OT(2x)	From	To			
Chris McCarty, PE Resident Engineer Full-Time/Exempt	\$246.19	N/A	N/A	6/17/2025	12/31/2025	\$99.50		Not Applicable
	\$253.58	N/A	N/A	1/1/2026	12/31/2026	\$102.49	3.0%	
	\$261.19	N/A	N/A	1/1/2027	12/31/2027	\$105.56	3.0%	
	\$269.03	N/A	N/A	1/1/2028	12/31/2028	\$108.73	3.0%	
	\$277.10	N/A	N/A	1/1/2029	12/31/2029	\$111.99	3.0%	
	\$285.41	N/A	N/A	1/1/2030	12/31/2030	\$115.35	3.0%	
Daniel Dait, PE Resident Engineer Hourly/Non-Exempt	\$235.05	\$282.55	\$330.05	6/17/2025	12/31/2025	\$95.00		Not Applicable
	\$242.10	\$291.03	\$339.95	1/1/2026	12/31/2026	\$97.85	3.0%	
	\$249.36	\$299.76	\$350.15	1/1/2027	12/31/2027	\$100.79	3.0%	
	\$256.84	\$308.75	\$360.65	1/1/2028	12/31/2028	\$103.81	3.0%	
	\$264.55	\$318.01	\$371.47	1/1/2029	12/31/2029	\$106.92	3.0%	
	\$272.49	\$327.56	\$382.62	1/1/2030	12/31/2030	\$110.13	3.0%	
David Cooper Resident Engineer Full-Time/Exempt	\$273.65	N/A	N/A	6/17/2025	12/31/2025	\$110.60		Not Applicable
	\$281.86	N/A	N/A	1/1/2026	12/31/2026	\$113.92	3.0%	
	\$290.32	N/A	N/A	1/1/2027	12/31/2027	\$117.34	3.0%	
	\$299.03	N/A	N/A	1/1/2028	12/31/2028	\$120.86	3.0%	
	\$308.00	N/A	N/A	1/1/2029	12/31/2029	\$124.49	3.0%	
	\$317.24	N/A	N/A	1/1/2030	12/31/2030	\$128.22	3.0%	
Mary Jo Bachini, PE Resident Engineer Full-Time/Exempt	\$192.99	N/A	N/A	6/17/2025	12/31/2025	\$78.00		Not Applicable
	\$198.78	N/A	N/A	1/1/2026	12/31/2026	\$80.34	3.0%	
	\$204.74	N/A	N/A	1/1/2027	12/31/2027	\$82.75	3.0%	
	\$210.88	N/A	N/A	1/1/2028	12/31/2028	\$85.23	3.0%	
	\$217.21	N/A	N/A	1/1/2029	12/31/2029	\$87.79	3.0%	
	\$223.73	N/A	N/A	1/1/2030	12/31/2030	\$90.42	3.0%	
**Josh Williams Construction Inspector Full-Time/Non-Exempt Regular Shift	\$209.02	\$251.26	\$293.50	6/17/2025	12/31/2025	\$84.48		Not Applicable
	\$215.29	\$258.80	\$302.30	1/1/2026	12/31/2026	\$87.01	3.0%	
	\$221.75	\$266.56	\$311.37	1/1/2027	12/31/2027	\$89.62	3.0%	
	\$228.40	\$274.56	\$320.71	1/1/2028	12/31/2028	\$92.31	3.0%	
	\$235.25	\$282.79	\$330.33	1/1/2029	12/31/2029	\$95.08	3.0%	
	\$242.31	\$291.28	\$340.24	1/1/2030	12/31/2030	\$97.93	3.0%	

EXHIBIT A - SCOPE OF SERVICES/PAYMENT PROVISIONS

Local Assistance Procedures Manual

Note: Mark-ups are Not Allowed

Consultant GFT Infrastructure, Inc.

Prime Consultant

Subconsultant

2nd Tier Subconsultant

Project No. County of Monterey - RFQ #10914

Contract No. _____

Date 9/30/25

BILLING INFORMATION

CALCULATION INFORMATION

Name/Job Title/Classification ¹	Hourly Billing Rates ²			Effective Date of Hourly Rate		Actual or Avg. Hourly Rate ⁴	% or \$ Increase	Hourly Range - for Classifications Only
	Straight ³	OT(1.5x)	OT(2x)	From	To			
**Josh Williams Construction Inspector Full-Time/Non-Exempt Second Shift	\$227.21	\$273.13	\$319.04	6/17/2025	12/31/2025	\$91.83		Not Applicable
	\$234.03	\$281.32	\$328.61	1/1/2026	12/31/2026	\$94.58	3.0%	
	\$241.05	\$289.76	\$338.47	1/1/2027	12/31/2027	\$97.42	3.0%	
	\$248.28	\$298.45	\$348.62	1/1/2028	12/31/2028	\$100.34	3.0%	
	\$255.73	\$307.41	\$359.08	1/1/2029	12/31/2029	\$103.35	3.0%	
	\$263.40	\$316.63	\$369.85	1/1/2030	12/31/2030	\$106.45	3.0%	
**Tom Silva Construction Inspector Full-Time/Non-Exempt Regular Shift	\$205.36	\$246.86	\$288.36	6/17/2025	12/31/2025	\$83.00		Not Applicable
	\$211.52	\$254.27	\$297.01	1/1/2026	12/31/2026	\$85.49	3.0%	
	\$217.87	\$261.90	\$305.92	1/1/2027	12/31/2027	\$88.05	3.0%	
	\$224.41	\$269.76	\$315.10	1/1/2028	12/31/2028	\$90.69	3.0%	
	\$231.14	\$277.85	\$324.55	1/1/2029	12/31/2029	\$93.41	3.0%	
	\$238.07	\$286.18	\$334.28	1/1/2030	12/31/2030	\$96.21	3.0%	
**Tom Silva Construction Inspector Full-Time/Non-Exempt Second Shift	\$219.64	\$264.03	\$308.41	6/17/2025	12/31/2025	\$88.77		Not Applicable
	\$226.23	\$271.95	\$317.66	1/1/2026	12/31/2026	\$91.43	3.0%	
	\$233.02	\$280.11	\$327.19	1/1/2027	12/31/2027	\$94.17	3.0%	
	\$240.01	\$288.51	\$337.01	1/1/2028	12/31/2028	\$97.00	3.0%	
	\$247.21	\$297.17	\$347.12	1/1/2029	12/31/2029	\$99.91	3.0%	
	\$254.63	\$306.09	\$357.54	1/1/2030	12/31/2030	\$102.91	3.0%	
**Stephen Searles Construction Inspector Full-Time/Non-Exempt Regular Shift	\$198.31	\$238.39	\$278.46	6/17/2025	12/31/2025	\$80.15		Not Applicable
	\$204.26	\$245.54	\$286.81	1/1/2026	12/31/2026	\$82.55	3.0%	
	\$210.39	\$252.91	\$295.42	1/1/2027	12/31/2027	\$85.03	3.0%	
	\$216.70	\$260.49	\$304.28	1/1/2028	12/31/2028	\$87.58	3.0%	
	\$223.20	\$268.31	\$313.41	1/1/2029	12/31/2029	\$90.21	3.0%	
	\$229.90	\$276.36	\$322.82	1/1/2030	12/31/2030	\$92.92	3.0%	
**Stephen Searles Construction Inspector Full-Time/Non-Exempt Second Shift	\$216.50	\$260.25	\$304.00	6/17/2025	12/31/2025	\$87.50		Not Applicable
	\$223.00	\$268.07	\$313.13	1/1/2026	12/31/2026	\$90.13	3.0%	
	\$229.69	\$276.11	\$322.52	1/1/2027	12/31/2027	\$92.83	3.0%	
	\$236.58	\$284.39	\$332.19	1/1/2028	12/31/2028	\$95.61	3.0%	
	\$243.68	\$292.92	\$342.16	1/1/2029	12/31/2029	\$98.48	3.0%	
	\$250.99	\$301.71	\$352.42	1/1/2030	12/31/2030	\$101.43	3.0%	

EXHIBIT A - SCOPE OF SERVICES/PAYMENT PROVISIONS

Local Assistance Procedures Manual

Note: Mark-ups are Not Allowed

Consultant GFT Infrastructure, Inc. Prime Consultant Subconsultant 2nd Tier Subconsultant

Project No. County of Monterey - RFQ #10914 Contract No. _____ Date 9/30/25

BILLING INFORMATION

CALCULATION INFORMATION

Name/Job Title/Classification ¹	Hourly Billing Rates ²			Effective Date of Hourly Rate		Actual or Avg. Hourly Rate ⁴	% or \$ Increase	Hourly Range - for Classifications Only
	Straight ³	OT(1.5x)	OT(2x)	From	To			
**Omar Khatib Construction Inspector Full-Time/Non-Exempt Regular Shift	\$192.99	\$231.99	\$270.99	6/17/2025	12/31/2025	\$78.00		Not Applicable
	\$198.78	\$238.95	\$279.12	1/1/2026	12/31/2026	\$80.34	3.0%	
	\$204.74	\$246.12	\$287.49	1/1/2027	12/31/2027	\$82.75	3.0%	
	\$210.88	\$253.50	\$296.11	1/1/2028	12/31/2028	\$85.23	3.0%	
	\$217.21	\$261.11	\$305.00	1/1/2029	12/31/2029	\$87.79	3.0%	
	\$223.73	\$268.94	\$314.15	1/1/2030	12/31/2030	\$90.42	3.0%	
**Omar Khatib Construction Inspector Full-Time/Non-Exempt Second Shift	\$208.16	\$250.23	\$292.29	6/17/2025	12/31/2025	\$84.13		Not Applicable
	\$214.40	\$257.73	\$301.05	1/1/2026	12/31/2026	\$86.65	3.0%	
	\$220.83	\$265.46	\$310.08	1/1/2027	12/31/2027	\$89.25	3.0%	
	\$227.45	\$273.42	\$319.38	1/1/2028	12/31/2028	\$91.93	3.0%	
	\$234.27	\$281.62	\$328.96	1/1/2029	12/31/2029	\$94.69	3.0%	
	\$241.30	\$290.07	\$338.83	1/1/2030	12/31/2030	\$97.53	3.0%	
**Tom Galvan Construction Inspector Hourly/Non-Exempt Regular Shift	\$225.43	\$270.99	\$316.54	6/17/2025	12/31/2025	\$91.11		Not Applicable
	\$232.19	\$279.11	\$326.03	1/1/2026	12/31/2026	\$93.84	3.0%	
	\$239.16	\$287.49	\$335.82	1/1/2027	12/31/2027	\$96.66	3.0%	
	\$246.33	\$296.11	\$345.89	1/1/2028	12/31/2028	\$99.56	3.0%	
	\$253.72	\$305.00	\$356.27	1/1/2029	12/31/2029	\$102.55	3.0%	
	\$261.33	\$314.15	\$366.96	1/1/2030	12/31/2030	\$105.63	3.0%	
**Tom Galvan Construction Inspector Hourly/Non-Exempt Second Shift	\$243.61	\$292.84	\$342.07	6/17/2025	12/31/2025	\$98.46		Not Applicable
	\$250.92	\$301.63	\$352.33	1/1/2026	12/31/2026	\$101.41	3.0%	
	\$258.45	\$310.68	\$362.90	1/1/2027	12/31/2027	\$104.45	3.0%	
	\$266.20	\$319.99	\$373.78	1/1/2028	12/31/2028	\$107.58	3.0%	
	\$274.19	\$329.60	\$385.00	1/1/2029	12/31/2029	\$110.81	3.0%	
	\$282.42	\$339.49	\$396.55	1/1/2030	12/31/2030	\$114.13	3.0%	
**Richard Ashbaugh Construction Inspector Full-Time/Non-Exempt Regular Shift	\$228.87	\$275.12	\$321.37	6/17/2025	12/31/2025	\$92.50		Not Applicable
	\$235.74	\$283.38	\$331.02	1/1/2026	12/31/2026	\$95.28	3.0%	
	\$242.81	\$291.88	\$340.95	1/1/2027	12/31/2027	\$98.14	3.0%	
	\$250.09	\$300.63	\$351.17	1/1/2028	12/31/2028	\$101.08	3.0%	
	\$257.59	\$309.65	\$361.70	1/1/2029	12/31/2029	\$104.11	3.0%	
	\$265.32	\$318.94	\$372.55	1/1/2030	12/31/2030	\$107.23	3.0%	

EXHIBIT A - SCOPE OF SERVICES/PAYMENT PROVISIONS

Local Assistance Procedures Manual

Note: Mark-ups are Not Allowed

Consultant GFT Infrastructure, Inc. Prime Consultant Subconsultant 2nd Tier Subconsultant

Project No. County of Monterey - RFQ #10914 Contract No. _____ Date 1/0/00

BILLING INFORMATION

CALCULATION INFORMATION

Name/Job Title/Classification ¹	Hourly Billing Rates ²			Effective Date of Hourly Rate		Actual or Avg. Hourly Rate ⁴	% or \$ Increase	Hourly Range - for Classifications Only
	Straight ³	OT(1.5x)	OT(2x)	From	To			
**Richard Ashbaugh Construction Inspector Full-Time/Non-Exempt Second Shift	\$228.87	\$275.12	\$321.37	6/17/2025	12/31/2025	\$92.50		Not Applicable
	\$235.74	\$283.38	\$331.02	1/1/2026	12/31/2026	\$95.28	3.0%	
	\$242.81	\$291.88	\$340.95	1/1/2027	12/31/2027	\$98.14	3.0%	
	\$250.09	\$300.63	\$351.17	1/1/2028	12/31/2028	\$101.08	3.0%	
	\$257.59	\$309.65	\$361.70	1/1/2029	12/31/2029	\$104.11	3.0%	
	\$265.32	\$318.94	\$372.55	1/1/2030	12/31/2030	\$107.23	3.0%	
Mike Broadwater SWPPP Manager Full-Time/Exempt	\$336.74	N/A	N/A	6/17/2025	12/31/2025	\$136.10		Not Applicable
	\$346.84	N/A	N/A	1/1/2026	12/31/2026	\$140.18	3.0%	
	\$357.25	N/A	N/A	1/1/2027	12/31/2027	\$144.39	3.0%	
	\$367.97	N/A	N/A	1/1/2028	12/31/2028	\$148.72	3.0%	
	\$379.01	N/A	N/A	1/1/2029	12/31/2029	\$153.18	3.0%	
	\$390.38	N/A	N/A	1/1/2030	12/31/2030	\$157.78	3.0%	
David Korfas SWPPP Manager Full-Time/Non-Exempt	\$231.34	\$278.09	\$324.84	6/17/2025	12/31/2025	\$93.50		Not Applicable
	\$238.28	\$286.44	\$334.59	1/1/2026	12/31/2026	\$96.31	3.0%	
	\$245.43	\$295.03	\$344.63	1/1/2027	12/31/2027	\$99.20	3.0%	
	\$252.79	\$303.88	\$354.97	1/1/2028	12/31/2028	\$102.18	3.0%	
	\$260.37	\$313.00	\$365.62	1/1/2029	12/31/2029	\$105.25	3.0%	
	\$268.18	\$322.39	\$376.59	1/1/2030	12/31/2030	\$108.41	3.0%	
Anthony DeFrancesco Vertical Facilities Full-Time/Exempt	\$295.92	N/A	N/A	6/17/2025	12/31/2025	\$119.60		Not Applicable
	\$304.80	N/A	N/A	1/1/2026	12/31/2026	\$123.19	3.0%	
	\$313.94	N/A	N/A	1/1/2027	12/31/2027	\$126.89	3.0%	
	\$323.36	N/A	N/A	1/1/2028	12/31/2028	\$130.70	3.0%	
	\$333.06	N/A	N/A	1/1/2029	12/31/2029	\$134.62	3.0%	
	\$343.05	N/A	N/A	1/1/2030	12/31/2030	\$138.66	3.0%	
TBD Resident Engineer Full-Time/Exempt				6/17/2025	12/31/2025	\$77.00-\$135.00		\$190.52-\$344.02
				1/1/2026	12/31/2026	\$79.31-\$139.05	3.0%	\$196.24-\$344.04
				1/1/2027	12/31/2027	\$81.69-\$143.22	3.0%	\$202.13-\$356.36
				1/1/2028	12/31/2028	\$84.14-\$147.52	3.0%	\$208.19-\$364.99
				1/1/2029	12/31/2029	\$86.66-\$151.95	3.0%	\$214.44-\$375.94
				1/1/2030	12/31/2030	\$89.26-\$156.51	3.0%	\$220.87-\$387.22

EXHIBIT A - SCOPE OF SERVICES/PAYMENT PROVISIONS

Local Assistance Procedures Manual

EXHIBIT 10-H2
Cost Proposal

Note: Mark-ups are Not Allowed

Consultant GFT Infrastructure, Inc. Prime Consultant Subconsultant 2nd Tier Subconsultant

Project No. County of Monterey - RFQ #10914 Contract No. _____ Date 1/0/00

BILLING INFORMATION

CALCULATION INFORMATION

Name/Job Title/Classification ¹	Hourly Billing Rates ²			Effective Date of Hourly Rate		Actual or Avg. Hourly Rate ⁴	% or \$ Increase	Hourly Range - for Classifications Only
	Straight ³	OT(1.5x)	OT(2x)	From	To			
TBD Office Engineer Full-Time/Non-Exempt				6/17/2025	12/31/2025	\$57.00-\$105.00		\$141.03-\$259.79
				1/1/2026	12/31/2026	\$58.71-\$108.15	3.0%	\$145.26-\$267.58
				1/1/2027	12/31/2027	\$60.47-\$111.39	3.0%	\$149.62-\$275.61
				1/1/2028	12/31/2028	\$62.28-\$114.71	3.0%	\$154.11-\$283.88
				1/1/2029	12/31/2029	\$64.15-\$118.17	3.0%	\$158.73-\$292.40
				1/1/2030	12/31/2030	\$66.07-\$121.72	3.0%	\$163.49-\$301.17
TBD Scheduler Full-Time/Non-Exempt				6/17/2025	12/31/2025	\$90.00-\$175.00		\$222.68-\$432.99
				1/1/2026	12/31/2026	\$92.70-\$180.25	3.0%	\$229.36-\$445.98
				1/1/2027	12/31/2027	\$95.48-\$185.66	3.0%	\$236.24-\$459.36
				1/1/2028	12/31/2028	\$98.34-\$191.23	3.0%	\$243.33-\$473.14
				1/1/2029	12/31/2029	\$101.29-\$196.97	3.0%	\$250.63-\$487.33
				1/1/2030	12/31/2030	\$104.33-\$202.88	3.0%	\$258.15-\$501.95

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 consultants 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.

EXHIBIT A - SCOPE OF SERVICES/PAYMENT PROVISIONS

EXHIBIT 10-H2 COST PROPOSAL
SPECIFIC RATE OF COMPENSATION (USE FOR ON-CALL OR AS-NEEDED CONTRACTS)
(CONSTRUCTION ENGINEERING AND INSPECTION CONTRACTS)

Consultant GFT Infrastructure, Inc. Prime Consultant Subconsultant

Project No. County of Monterey - RFQ #10914 Contract No. _____ Date 9/30/25

SCHEDULE OF OTHER DIRECT COST ITEMS (Add additional pages as necessary)				
Description of Item	Quantity	Unit	Unit Cost	Total
Mileage Costs for Personal Vehicle		IRS Rate		\$ 0.00
Company Vehicle (\$1,242.32/mo)		Mo	\$1,242.32	\$ 0.00
Prevailing Wage Subsistence (if applicable, at DIR Rate)		Day	\$120.00	\$ 0.00
Blueprning and Reproduction		Ea	Actual	\$ 0.00
Special Tooling (if required)		Ea	Actual	\$ 0.00
Freight and Courier Services		Ea	Actual	\$ 0.00
Subconsultant 1: Towill, Inc.				
Subconsultant 2: Moore Twining Associates, Inc.				
Subconsultant 3:				
Subconsultant 4:				
Subconsultant 5:				

Note: Add additional pages if necessary.

NOTES:

- List other direct cost items with estimated costs. These costs should be competitive in their respective industries and supported with appropriate documentation.
- Proposed ODC items should be consistently billed regardless of client and contract type.
- Items when incurred for the same purpose, in like circumstance, should not be included in any indirect cost pool or in the overhead rate.
- Items such as special tooling, will be reimbursed at actual cost with supporting documentation (invoice).
- Items listed above that would be considered "tools of the trade" are not reimbursable as other direct cost
- Travel related costs should be pre-approved by the contracting agency and shall not exceed current State Department of Personnel Administration rules.
- 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.
- 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.
- The cost proposal format shall not be amended. All costs must comply with the Federal cost principles.
- Add additional pages if necessary.
- Subconsultants must provide their own cost proposals.

EXHIBIT A - SCOPE OF SERVICES/PAYMENT PROVISIONS

EXHIBIT 10-H2 COST PROPOSAL

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:

- 7. Generally Accepted Accounting Principles (GAAP)
- 8. Terms and conditions of the contract
- 9. [Title 23 United States Code Section 112](#) - Letting of Contracts
- 10. [48 Code of Federal Regulations Part 31](#) - Contract Cost Principles and Procedures
- 11. [23 Code of Federal Regulations Part 172](#) - Procurement, Management, and Administration of Engineering and Design Related Service
- 12. [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.

Prime Consultant or Subconsultant Certifying:

Name: Rany Chek, PE Title*: Vice President
 Signature: *Rany Chek* Date of Certification (mm/dd/yyyy): 9/30/2025
 Email: rchek@gftinc.com Phone Number: (925)383-9105
 Address: 1000 Burnett Avenue, Suite 445, Concord, CA 94520

* 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:

On-Call Construction Management services for various construction projects.

EXHIBIT A - SCOPE OF SERVICES/PAYMENT PROVISIONS

EXHIBIT 10-H2 COST PROPOSAL
SPECIFIC RATE OF COMPENSATION (USE FOR ON-CALL OR AS-NEEDED CONTRACTS)
(CONSTRUCTION ENGINEERING AND INSPECTION CONTRACTS)

Note: Mark-ups are Not Allowed

Consultant Towill, Inc. Prime Consultant Subconsultant 2nd Tier Subconsultant

Project No. _____ Contract No. _____ Participation Amount \$ _____ Date 9/29/25

For Combined Rate	Fringe Benefit % + General & Administrative %	=	Combined ICR%	0.00%
	OR			
For Home Office Rate	Fringe Benefit % + General & Administrative %	=	Home Office ICR%	
For Field Office Rate	Fringe Benefit % + General & Administrative %	=	Field Office ICR%	190.36%
		=	Fee	10%

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
John T. May, * Survey Task Lead Full-Time/Exempt	\$255.52	N/A	N/A	6/17/2025	12/31/2025	\$80.00		Not Applicable
	\$263.19	N/A	N/A	1/1/2026	12/31/2026	\$82.40	3.0%	
	\$271.09	N/A	N/A	1/1/2027	12/31/2027	\$84.87	3.0%	
	\$279.22	N/A	N/A	1/1/2028	12/31/2028	\$87.42	3.0%	
	\$287.60	N/A	N/A	1/1/2029	12/31/2029	\$90.04	3.0%	
Matthew Vielbaum, PLS, *, ** Survey Party Chief Full-Time/Non-Exempt	\$296.23	N/A	N/A	1/1/2030	12/31/2030	\$92.74	3.0%	
	\$201.51	\$233.06	\$264.60	6/17/2025	12/31/2025	\$63.09		Not Applicable
	\$207.56	\$240.05	\$272.54	1/1/2026	12/31/2026	\$64.98	3.0%	
	\$213.79	\$247.26	\$280.72	1/1/2027	12/31/2027	\$66.93	3.0%	
	\$220.20	\$254.67	\$289.14	1/1/2028	12/31/2028	\$68.94	3.0%	
Staff Senior Surveyor Full Time/Exempt	\$226.81	\$262.32	\$297.82	1/1/2029	12/31/2029	\$71.01	3.0%	
	\$233.61	\$270.18	\$306.75	1/1/2030	12/31/2030	\$73.14	3.0%	
	\$247.53	N/A	N/A	6/17/2025	12/31/2025	\$77.50		\$75.00 - \$80.00
	\$254.96	N/A	N/A	1/1/2026	12/31/2026	\$79.83	3.0%	\$77.25 - \$82.40
	\$262.61	N/A	N/A	1/1/2027	12/31/2027	\$82.22	3.0%	\$76.00 - \$84.87
Staff Project Surveyor Full-Time/Exempt	\$270.49	N/A	N/A	1/1/2028	12/31/2028	\$84.69	3.0%	\$78.28 - \$87.42
	\$278.60	N/A	N/A	1/1/2028	12/31/2028	\$87.23	3.0%	\$80.63 - \$90.04
	\$286.96	N/A	N/A	1/1/2029	12/31/2029	\$89.85	3.0%	\$83.05 - \$92.74
	\$196.84	N/A	N/A	6/17/2025	12/31/2025	\$61.63		\$51.25 - \$72.00
	\$202.75	N/A	N/A	1/1/2026	12/31/2026	\$63.48	3.0%	\$52.79 - \$74.16
Staff Associaite Surveyor Full-Time/Non-Exempt	\$208.83	N/A	N/A	1/1/2027	12/31/2027	\$65.38	3.0%	\$54.37 - \$76.38
	\$215.09	N/A	N/A	1/1/2028	12/31/2028	\$67.34	3.0%	\$56.00 - \$78.68
	\$221.54	N/A	N/A	1/1/2029	12/31/2029	\$69.36	3.0%	\$57.68 - \$81.04
	\$228.19	N/A	N/A	1/1/2030	12/31/2030	\$71.44	3.0%	\$59.41 - \$83.47
Staff Associaite Surveyor Full-Time/Non-Exempt	\$148.52	\$171.77	\$195.02	6/17/2025	12/31/2025	\$46.50		\$42.00 - \$51.00
	\$152.98	\$176.93	\$200.88	1/1/2026	12/31/2026	\$47.90	3.0%	\$43.26 - \$52.53
	\$157.57	\$182.24	\$206.91	1/1/2027	12/31/2027	\$49.34	3.0%	\$44.56 - \$54.11
	\$162.30	\$187.71	\$213.12	1/1/2028	12/31/2028	\$50.82	3.0%	\$45.89 - \$55.73
	\$167.17	\$193.34	\$219.51	1/1/2029	12/31/2029	\$52.34	3.0%	\$47.27 - \$57.40
	\$172.19	\$199.15	\$226.10	1/1/2030	12/31/2030	\$53.91	3.0%	\$48.69 - \$59.12

EXHIBIT A - SCOPE OF SERVICES/PAYMENT PROVISIONS

Local Assistance Procedures Manual

EXHIBIT 10-H2
Cost Proposal

Note: Mark-ups are Not Allowed

Consultant Towill, Inc.

Prime Consultant

Subconsultant

2nd Tier Subconsultant

Project No. 0

Contract No. _____

Date 9/29/25

BILLING INFORMATION

CALCULATION INFORMATION

Name/Job Title/Classification ¹	Hourly Billing Rates ²			Effective Date of Hourly Rate		Actual or Avg. Hourly Rate ⁴	% or \$ Increase	Hourly Range - for Classifications Only
	Straight ³	OT(1.5x)	OT(2x)	From	To			
Staff Survey Office Technician Full-Time/Non-Exempt	\$94.22	\$108.97	\$123.72	6/17/2025	12/31/2025	\$29.50		\$22.00 - \$37.00
	\$97.05	\$112.25	\$127.44	1/1/2026	12/31/2026	\$30.39	3.0%	\$22.66 - \$38.11
	\$99.96	\$115.61	\$131.26	1/1/2027	12/31/2027	\$31.30	3.0%	\$23.34 - \$39.25
	\$102.96	\$119.08	\$135.20	1/1/2028	12/31/2028	\$32.24	3.0%	\$24.04 - \$40.43
	\$106.05	\$122.66	\$139.26	1/1/2029	12/31/2029	\$33.21	3.0%	\$24.76 - \$41.64
	\$109.23	\$126.34	\$143.44	1/1/2030	12/31/2030	\$34.21	3.0%	\$25.50 - \$42.89
Staff, ** Survey Party Chief Full-Time/Non-Exempt	\$199.85	\$231.14	\$262.42	6/17/2025	12/31/2025	\$62.57		\$62.05 - \$63.09
	\$205.85	\$238.08	\$270.30	1/1/2026	12/31/2026	\$64.45	3.0%	\$63.91 - \$64.98
	\$212.03	\$245.22	\$278.41	1/1/2027	12/31/2027	\$66.38	3.0%	\$65.83 - \$66.93
	\$218.39	\$252.58	\$286.76	1/1/2028	12/31/2028	\$68.37	3.0%	\$67.80 - \$68.94
	\$224.94	\$260.15	\$295.36	1/1/2029	12/31/2029	\$70.42	3.0%	\$69.84 - \$71.01
	\$231.69	\$267.96	\$304.22	1/1/2030	12/31/2030	\$72.53	3.0%	\$71.93 - \$73.14
Staff, ** Survey Chainperson Full-Time/Non-Exempt	\$167.94	\$194.23	\$220.52	6/17/2025	12/31/2025	\$52.58		\$52.58 - \$52.58
	\$172.98	\$200.06	\$227.14	1/1/2026	12/31/2026	\$54.16	3.0%	\$54.16 - \$54.16
	\$178.17	\$206.06	\$233.95	1/1/2027	12/31/2027	\$55.78	3.0%	\$55.78 - \$55.78
	\$183.52	\$212.25	\$240.97	1/1/2028	12/31/2028	\$57.45	3.0%	\$57.46 - \$57.46
	\$189.03	\$218.62	\$248.20	1/1/2029	12/31/2029	\$59.17	3.0%	\$59.18 - \$59.18
	\$194.70	\$225.18	\$255.65	1/1/2030	12/31/2030	\$60.95	3.0%	\$60.95 - \$60.95
Staff ** Survey Apprentice Full-Time/Non-Exempt	\$125.97	\$145.69	\$165.41	6/17/2025	12/31/2025	\$39.44		\$31.55 - \$47.32
	\$129.75	\$150.06	\$170.37	1/1/2026	12/31/2026	\$40.62	3.0%	\$32.50 - \$48.74
	\$133.64	\$154.56	\$175.48	1/1/2027	12/31/2027	\$41.84	3.0%	\$33.47 - \$50.20
	\$137.65	\$159.20	\$180.75	1/1/2028	12/31/2028	\$43.10	3.0%	\$34.48 - \$51.71
	\$141.78	\$163.98	\$186.17	1/1/2029	12/31/2029	\$44.39	3.0%	\$35.51 - \$53.26
	\$146.03	\$168.89	\$191.75	1/1/2030	12/31/2030	\$45.72	3.0%	\$36.58 - \$54.86
Name Job Title Full-Time/Non-Exempt	\$0.00	\$0.00	\$0.00	6/17/2025	12/31/2025	\$0.00		Not Applicable
	\$0.00	\$0.00	\$0.00	1/1/2026	12/31/2026	\$0.00	3.0%	
	\$0.00	\$0.00	\$0.00	1/1/2027	12/31/2027	\$0.00	3.0%	
	\$0.00	\$0.00	\$0.00	1/1/2028	12/31/2028	\$0.00	3.0%	
	\$0.00	\$0.00	\$0.00	1/1/2029	12/31/2029	\$0.00	3.0%	
	\$0.00	\$0.00	\$0.00	1/1/2030	12/31/2030	\$0.00	3.0%	

Local Assistance Procedures Manual

EXHIBIT 10-H2
Cost Proposal

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 consultants 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.

EXHIBIT A - SCOPE OF SERVICES/PAYMENT PROVISIONS

EXHIBIT 10-H2 COST PROPOSAL
SPECIFIC RATE OF COMPENSATION (USE FOR ON-CALL OR AS-NEEDED CONTRACTS)
(CONSTRUCTION ENGINEERING AND INSPECTION CONTRACTS)

Consultant Towill, Inc. Prime Consultant Subconsultant

Project No. 0 Contract No. _____ Date 9/29/25

SCHEDULE OF OTHER DIRECT COST ITEMS (Add additional pages as necessary)				
Description of Item	Quantity	Unit	Unit Cost	Total
Mileage Costs for Personal Vehicle		IRS Rate		\$ 0.00
Company Vehicle		Mo	\$0.00	\$ 0.00
Subconsultant 1:				
Subconsultant 2:				
Subconsultant 3:				
Subconsultant 4:				
Subconsultant 5:				

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 related 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.

EXHIBIT A - SCOPE OF SERVICES/PAYMENT PROVISIONS

EXHIBIT 10-H2 COST PROPOSAL

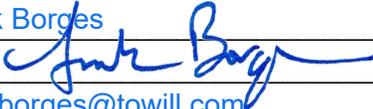
Certification of Direct Costs:

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:

- 7. Generally Accepted Accounting Principles (GAAP)
- 8. Terms and conditions of the contract
- 9. [Title 23 United States Code Section 112](#) - Letting of Contracts
- 10. [48 Code of Federal Regulations Part 31](#) - Contract Cost Principles and Procedures
- 11. [23 Code of Federal Regulations Part 172](#) - Procurement, Management, and Administration of Engineering and Design Related Service
- 12. [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.

Prime Consultant or Subconsultant Certifying:

Name: Frank Borges Title*: Principal
 Signature:  Date of Certification (mm/dd/yyyy): 9/29/2025
 Email: frank.borges@towill.com Phone Number: 925.682.6976 ext. 1036
 Address: Towill, Inc. 2300 Clayton Rd, Suite 1200 Concord, CA 94520

* 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:

Land Surveying

EXHIBIT A - SCOPE OF SERVICES/PAYMENT PROVISIONS

Local Assistance Procedures Manual

EXHIBIT 10-H2
Cost Proposal

EXHIBIT 10-H2 COST PROPOSAL

SPECIFIC RATE OF COMPENSATION (USE FOR ON-CALL OR AS-NEEDED CONTRACTS)
(CONSTRUCTION ENGINEERING AND INSPECTION CONTRACTS)

Note: Mark-ups are Not Allowed

Consultant Moore Twining Associates, Inc. Prime Consultant Subconsultant 2nd Tier Subconsultant

Project No. RFQ #10914 Contract No. _____ Participation Amount \$ _____ Date 9/30/25

For Combined Rate							220.00%
	Fringe Benefit %	+	General & Administrative %	=		Combined ICR%	
	OR						
For Home Office Rate							0.00%
	Fringe Benefit %	+	General & Administrative %	=		Home Office ICR%	
For Field Office Rate							220.00%
	Fringe Benefit %	+	General & Administrative %	=		Field Office ICR%	
					Fee	=	10%

BILLING INFORMATION

CALCULATION INFORMATION

Name/Job Title/Classification ¹	Hourly Billing Rates ²			Effective Date of Hourly Rate		Actual or Avg. Hourly Rate ⁴	% or \$ Increase	Hourly Range - for Classifications Only
	Straight ³	OT(1.5x)	OT(2x)	From	To			
Harry D, Moore, RCE, RGE * President Full-Time/Exempt	\$320.95	N/A	N/A	6/17/2025	12/31/2025	\$91.18		Not Applicable
	\$330.58	N/A	N/A	1/1/2026	12/31/2026	\$93.92	3.0%	
	\$340.50	N/A	N/A	1/1/2027	12/31/2027	\$96.74	3.0%	
	\$350.72	N/A	N/A	1/1/2028	12/31/2028	\$99.64	3.0%	
	\$361.24	N/A	N/A	1/1/2029	12/31/2029	\$102.63	3.0%	
	\$372.08	N/A	N/A	1/1/2030	12/31/2030	\$105.71	3.0%	
Read Andersen Geotechnical Division Manager Full Time / Exempt	\$296.14	\$338.21	\$380.27	6/17/2025	12/31/2025	\$84.13		Not Applicable
	\$305.02	\$348.35	\$391.67	1/1/2026	12/31/2026	\$86.65	3.0%	
	\$314.17	\$358.80	\$403.42	1/1/2027	12/31/2027	\$89.25	3.0%	
	\$323.60	\$369.57	\$415.53	1/1/2028	12/31/2028	\$91.93	3.0%	
	\$333.31	\$380.66	\$428.00	1/1/2029	12/31/2029	\$94.69	3.0%	
	\$343.31	\$392.08	\$440.84	1/1/2030	12/31/2030	\$97.53	3.0%	
Dale Siemer, PE Construction Inspection Division Full Time / Exempt	\$236.93	\$270.59	\$304.24	6/17/2025	12/31/2025	\$67.31		Not Applicable
	\$244.04	\$278.71	\$313.37	1/1/2026	12/31/2026	\$69.33	3.0%	
	\$251.36	\$287.07	\$322.77	1/1/2027	12/31/2027	\$71.41	3.0%	
	\$258.90	\$295.68	\$332.45	1/1/2028	12/31/2028	\$73.55	3.0%	
	\$266.67	\$304.55	\$342.43	1/1/2029	12/31/2029	\$75.76	3.0%	
	\$274.67	\$313.69	\$352.70	1/1/2030	12/31/2030	\$78.03	3.0%	

EXHIBIT A - SCOPE OF SERVICES/PAYMENT PROVISIONS

EXHIBIT 10-H2
Cost Proposal

Local Assistance Procedures Manual

Note: Mark-ups are Not Allowed

Consultant Moore Twining Associates, Inc.

Prime Consultant

Subconsultant

2nd Tier Subconsultant

Project No. RFQ #10914

Contract No. _____

Date 9/30/25

BILLING INFORMATION

CALCULATION INFORMATION

Name/Job Title/Classification ¹	Hourly Billing Rates ²			Effective Date of Hourly Rate		Actual or Avg. Hourly Rate ⁴	% or \$ Increase	Hourly Range - for Classifications Only
	Straight ³	OT(1.5x)	OT(2x)	From	To			
Adrian Lopez Central CA Construction Inspection Full-Time/Exempt	\$169.24	N/A	N/A	6/17/2025	12/31/2025	\$48.08		Not Applicable
	\$174.32	N/A	N/A	1/1/2026	12/31/2026	\$49.52	3.0%	
	\$179.55	N/A	N/A	1/1/2027	12/31/2027	\$51.01	3.0%	
	\$184.94	N/A	N/A	1/1/2028	12/31/2028	\$52.54	3.0%	
	\$190.49	N/A	N/A	1/1/2029	12/31/2029	\$54.12	3.0%	
	\$196.20	N/A	N/A	1/1/2030	12/31/2030	\$55.74	3.0%	
Hector Flores Ortiz * Central Coast Staff Engineer Hourly/Non-Exempt	\$133.76	\$200.64	\$267.52	6/17/2025	12/31/2025	\$38.00		Not Applicable
	\$137.77	\$206.66	\$275.54	1/1/2026	12/31/2026	\$39.14	3.0%	
	\$141.90	\$212.85	\$283.80	1/1/2027	12/31/2027	\$40.31	3.0%	
	\$146.16	\$219.24	\$292.32	1/1/2028	12/31/2028	\$41.52	3.0%	
	\$150.54	\$225.81	\$301.08	1/1/2029	12/31/2029	\$42.77	3.0%	
	\$155.06	\$232.59	\$310.12	1/1/2030	12/31/2030	\$44.05	3.0%	
Michael Shwiyhat Materials Testing Division Manager Full-Time/Exempt	\$199.69	N/A	N/A	6/17/2025	12/31/2025	\$56.73		Not Applicable
	\$205.68	N/A	N/A	1/1/2026	12/31/2026	\$58.43	3.0%	
	\$211.85	N/A	N/A	1/1/2027	12/31/2027	\$60.18	3.0%	
	\$218.21	N/A	N/A	1/1/2028	12/31/2028	\$61.99	3.0%	
	\$224.76	N/A	N/A	1/1/2029	12/31/2029	\$63.85	3.0%	
	\$231.50	N/A	N/A	1/1/2030	12/31/2030	\$65.77	3.0%	
Shaun Reich Staff Engineer Full-Time/non- Exempt	\$126.72	\$190.08	\$253.44	6/17/2025	12/31/2025	\$36.00		Not Applicable
	\$130.52	\$195.78	\$261.04	1/1/2026	12/31/2026	\$37.08	3.0%	
	\$134.44	\$201.66	\$268.88	1/1/2027	12/31/2027	\$38.19	3.0%	
	\$138.47	\$207.71	\$276.94	1/1/2028	12/31/2028	\$39.34	3.0%	
	\$142.62	\$213.93	\$285.24	1/1/2029	12/31/2029	\$40.52	3.0%	
	\$146.90	\$220.35	\$293.80	1/1/2030	12/31/2030	\$41.74	3.0%	
Allen Harker, CEG Certified Engineering Geologist Full-Time/Exempt	\$199.69	\$228.06	\$256.42	6/17/2025	12/31/2025	\$56.73		Not Applicable
	\$205.68	\$234.90	\$264.11	1/1/2026	12/31/2026	\$58.43	3.0%	
	\$211.85	\$241.94	\$272.03	1/1/2027	12/31/2027	\$60.18	3.0%	
	\$218.21	\$249.21	\$280.20	1/1/2028	12/31/2028	\$61.99	3.0%	
	\$224.76	\$256.69	\$288.61	1/1/2029	12/31/2029	\$63.85	3.0%	
	\$231.50	\$264.39	\$297.27	1/1/2030	12/31/2030	\$65.77	3.0%	

EXHIBIT A - SCOPE OF SERVICES/PAYMENT PROVISIONS

Local Assistance Procedures Manual

Note: Mark-ups are Not Allowed

Consultant Moore Twining Associates, Inc.

Prime Consultant

Subconsultant

2nd Tier Subconsultant

Project No. RFQ #10914

Contract No. _____

Date 9/30/25

BILLING INFORMATION

CALCULATION INFORMATION

Name/Job Title/Classification ¹	Hourly Billing Rates ²			Effective Date of Hourly Rate		Actual or Avg. Hourly Rate ⁴	% or \$ Increase	Hourly Range - for Classifications Only
	Straight ³	OT(1.5x)	OT(2x)	From	To			
Alan Villagas, EIT Staff Engineer Full-Time/Non-Exempt	\$133.76	\$200.64	\$267.52	6/17/2025	12/31/2025	\$38.00		Not Applicable
	\$137.77	\$206.66	\$275.54	1/1/2026	12/31/2026	\$39.14	3.0%	
	\$141.90	\$212.85	\$283.80	1/1/2027	12/31/2027	\$40.31	3.0%	
	\$146.16	\$219.24	\$292.32	1/1/2028	12/31/2028	\$41.52	3.0%	
	\$150.54	\$225.81	\$301.08	1/1/2029	12/31/2029	\$42.77	3.0%	
	\$155.06	\$232.59	\$310.12	1/1/2030	12/31/2030	\$44.05	3.0%	
Keith Mayes Environmental Division Manager Full-Time/Exempt	\$203.08	\$231.93	\$260.77	6/17/2025	12/31/2025	\$57.69		Not Applicable
	\$209.17	\$238.88	\$268.59	1/1/2026	12/31/2026	\$59.42	3.0%	
	\$215.45	\$246.05	\$276.65	1/1/2027	12/31/2027	\$61.20	3.0%	
	\$221.91	\$253.43	\$284.95	1/1/2028	12/31/2028	\$63.04	3.0%	
	\$228.57	\$261.04	\$293.50	1/1/2029	12/31/2029	\$64.93	3.0%	
	\$235.43	\$268.87	\$302.31	1/1/2030	12/31/2030	\$66.88	3.0%	
Inspector - Group 1 ** Determination NC-63-3-9 Full-Time/Non-Exempt	\$344.92	\$393.92	\$442.91	6/17/2025	12/31/2025	\$97.99		Not Applicable
	\$359.00	\$410.00	\$460.99	1/1/2026	12/31/2026	\$101.99	\$4.00	
	\$373.08	\$426.08	\$479.07	1/1/2027	12/31/2027	\$105.99	\$4.00	
	\$387.16	\$442.16	\$497.15	1/1/2028	12/31/2028	\$109.99	\$4.00	
	\$401.24	\$458.24	\$515.23	1/1/2029	12/31/2029	\$113.99	\$4.00	
	\$415.32	\$474.32	\$533.31	1/1/2030	12/31/2030	\$117.99	\$4.00	
Inspector - Group 2 ** Determination NC-63-3-9 Full-Time/Non-Exempt	\$337.88	\$385.88	\$433.87	6/17/2025	12/31/2025	\$95.99		Not Applicable
	\$351.96	\$401.96	\$451.95	1/1/2026	12/31/2026	\$99.99	\$4.00	
	\$366.04	\$418.04	\$470.03	1/1/2027	12/31/2027	\$103.99	\$4.00	
	\$380.12	\$434.12	\$488.11	1/1/2028	12/31/2028	\$107.99	\$4.00	
	\$394.20	\$450.20	\$506.19	1/1/2029	12/31/2029	\$111.99	\$4.00	
	\$408.28	\$466.28	\$524.27	1/1/2030	12/31/2030	\$115.99	\$4.00	
Field Technician - Group 3 Determination NC-63-3-9 Full-Time/Non-Exempt	\$310.78	\$354.93	\$399.07	6/17/2025	12/31/2025	\$88.29		Not Applicable
	\$323.14	\$369.04	\$414.94	1/1/2026	12/31/2026	\$91.80	\$3.51	
	\$335.49	\$383.15	\$430.80	1/1/2027	12/31/2027	\$95.31	\$3.51	
	\$347.85	\$397.26	\$446.67	1/1/2028	12/31/2028	\$98.82	\$3.51	
	\$360.20	\$411.37	\$462.53	1/1/2029	12/31/2029	\$102.33	\$3.51	
	\$372.56	\$425.48	\$478.40	1/1/2030	12/31/2030	\$105.84	\$3.51	

EXHIBIT A - SCOPE OF SERVICES/PAYMENT PROVISIONS

Local Assistance Procedures Manual

Note: Mark-ups are Not Allowed

Consultant Moore Twining Associates, Inc.

Prime Consultant

Subconsultant

2nd Tier Subconsultant

Project No. RFQ #10914

Contract No. _____

Date 9/30/25

BILLING INFORMATION

CALCULATION INFORMATION

Name/Job Title/Classification ¹	Hourly Billing Rates ²			Effective Date of Hourly Rate		Actual or Avg.	% or \$	Hourly Range - for Classifications Only
	Straight ³	OT(1.5x)	OT(2x)	From	To	Hourly Rate ⁴	Increase	
Field Technician - Group 4	\$234.50	\$267.81	\$301.12	6/17/2025	12/31/2025	\$66.62		Not Applicable
Determination NC-63-3-9	\$245.41	\$280.27	\$315.13	1/1/2026	12/31/2026	\$69.72	\$3.10	
Full-Time/Non-Exempt	\$252.98	\$288.92	\$324.85	1/1/2027	12/31/2027	\$71.87	\$3.10	
	\$263.54	\$300.98	\$338.41	1/1/2028	12/31/2028	\$74.87	\$3.10	
	\$274.10	\$313.04	\$351.97	1/1/2029	12/31/2029	\$77.87	\$3.10	
	\$285.01	\$325.50	\$365.98	1/1/2030	12/31/2030	\$80.97	\$3.10	
**Name	\$0.00	\$0.00	\$0.00	6/17/2025	12/31/2025	\$0.00		Not Applicable
Title/Classification	\$0.00	\$0.00	\$0.00	1/1/2026	12/31/2026	\$0.00	3.0%	
Full-Time/Non-Exempt	\$0.00	\$0.00	\$0.00	1/1/2027	12/31/2027	\$0.00	3.0%	
	\$0.00	\$0.00	\$0.00	1/1/2028	12/31/2028	\$0.00	3.0%	
	\$0.00	\$0.00	\$0.00	1/1/2029	12/31/2029	\$0.00	3.0%	
	\$0.00	\$0.00	\$0.00	1/1/2030	12/31/2030	\$0.00	3.0%	
**Name	\$0.00	\$0.00	\$0.00	6/17/2025	12/31/2025	\$0.00		Not Applicable
Title/Classification	\$0.00	\$0.00	\$0.00	1/1/2026	12/31/2026	\$0.00	3.0%	
Hourly/Non-Exempt	\$0.00	\$0.00	\$0.00	1/1/2027	12/31/2027	\$0.00	3.0%	
	\$0.00	\$0.00	\$0.00	1/1/2028	12/31/2028	\$0.00	3.0%	
	\$0.00	\$0.00	\$0.00	1/1/2029	12/31/2029	\$0.00	3.0%	
	\$0.00	\$0.00	\$0.00	1/1/2030	12/31/2030	\$0.00	3.0%	
**Name	\$0.00	\$0.00	\$0.00	6/17/2025	12/31/2025	\$0.00		Not Applicable
Title/Classification	\$0.00	\$0.00	\$0.00	1/1/2026	12/31/2026	\$0.00	3.0%	
Hourly/Non-Exempt	\$0.00	\$0.00	\$0.00	1/1/2027	12/31/2027	\$0.00	3.0%	
	\$0.00	\$0.00	\$0.00	1/1/2028	12/31/2028	\$0.00	3.0%	
	\$0.00	\$0.00	\$0.00	1/1/2029	12/31/2029	\$0.00	3.0%	
	\$0.00	\$0.00	\$0.00	1/1/2030	12/31/2030	\$0.00	3.0%	
**Name	\$0.00	\$0.00	\$0.00	6/17/2025	12/31/2025	\$0.00		Not Applicable
Title/Classification	\$0.00	\$0.00	\$0.00	1/1/2026	12/31/2026	\$0.00	3.0%	
Full-Time/Non-Exempt	\$0.00	\$0.00	\$0.00	1/1/2027	12/31/2027	\$0.00	3.0%	
	\$0.00	\$0.00	\$0.00	1/1/2028	12/31/2028	\$0.00	3.0%	
	\$0.00	\$0.00	\$0.00	1/1/2029	12/31/2029	\$0.00	3.0%	
	\$0.00	\$0.00	\$0.00	1/1/2030	12/31/2030	\$0.00	3.0%	

Local Assistance Procedures Manual

EXHIBIT A - SCOPE OF SERVICES/PAYMENT PROVISIONS

Note: Mark-ups are Not Allowed

Consultant Moore Twining Associates, Inc.

Prime Consultant

Subconsultant

2nd Tier Subconsultant

Project No. RFQ #10914

Contract No. _____

Date 1/0/00

BILLING INFORMATION

CALCULATION INFORMATION

Name/Job Title/Classification ¹	Hourly Billing Rates ²			Effective Date of Hourly Rate		Actual or Avg.	% or \$	Hourly Range - for Classifications Only
	Straight ³	OT(1.5x)	OT(2x)	From	To	Hourly Rate ⁴	Increase	
**Name	\$0.00	\$0.00	\$0.00	6/17/2025	12/31/2025	\$0.00		Not Applicable
Title/Classification	\$0.00	\$0.00	\$0.00	1/1/2026	12/31/2026	\$0.00	3.0%	
Full-Time/Non-Exempt	\$0.00	\$0.00	\$0.00	1/1/2027	12/31/2027	\$0.00	3.0%	
	\$0.00	\$0.00	\$0.00	1/1/2028	12/31/2028	\$0.00	3.0%	
	\$0.00	\$0.00	\$0.00	1/1/2029	12/31/2029	\$0.00	3.0%	
	\$0.00	\$0.00	\$0.00	1/1/2030	12/31/2030	\$0.00	3.0%	
Name	\$0.00	N/A	N/A	6/17/2025	12/31/2025	\$0.00		Not Applicable
Title/Classification	\$0.00	N/A	N/A	1/1/2026	12/31/2026	\$0.00	3.0%	
Full-Time/Exempt	\$0.00	N/A	N/A	1/1/2027	12/31/2027	\$0.00	3.0%	
	\$0.00	N/A	N/A	1/1/2028	12/31/2028	\$0.00	3.0%	
	\$0.00	N/A	N/A	1/1/2029	12/31/2029	\$0.00	3.0%	
	\$0.00	N/A	N/A	1/1/2030	12/31/2030	\$0.00	3.0%	
Name	\$0.00	\$0.00	\$0.00	6/17/2025	12/31/2025	\$0.00		Not Applicable
Title/Classification	\$0.00	\$0.00	\$0.00	1/1/2026	12/31/2026	\$0.00	3.0%	
Full-Time/Non-Exempt	\$0.00	\$0.00	\$0.00	1/1/2027	12/31/2027	\$0.00	3.0%	
	\$0.00	\$0.00	\$0.00	1/1/2028	12/31/2028	\$0.00	3.0%	
	\$0.00	\$0.00	\$0.00	1/1/2029	12/31/2029	\$0.00	3.0%	
	\$0.00	\$0.00	\$0.00	1/1/2030	12/31/2030	\$0.00	3.0%	
Name	\$0.00	N/A	N/A	6/17/2025	12/31/2025	\$0.00		Not Applicable
Title/Classification	\$0.00	N/A	N/A	1/1/2026	12/31/2026	\$0.00	3.0%	
Full-Time/Exempt	\$0.00	N/A	N/A	1/1/2027	12/31/2027	\$0.00	3.0%	
	\$0.00	N/A	N/A	1/1/2028	12/31/2028	\$0.00	3.0%	
	\$0.00	N/A	N/A	1/1/2029	12/31/2029	\$0.00	3.0%	
	\$0.00	N/A	N/A	1/1/2030	12/31/2030	\$0.00	3.0%	

(Add pages as necessary)

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 consultants 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.

EXHIBIT A - SCOPE OF SERVICES/PAYMENT PROVISIONS

Local Assistance Procedures Manual

EXHIBIT 10-H2
Cost Proposal

EXHIBIT 10-H2 COST PROPOSAL

SPECIFIC RATE OF COMPENSATION (USE FOR ON-CALL OR AS-NEEDED CONTRACTS)
(CONSTRUCTION ENGINEERING AND INSPECTION CONTRACTS)

Consultant Moore Twining Associates, Inc. Prime Consultant Subconsultant

Project No. RFQ #10914 Contract No. _____ Date 9/30/25

SCHEDULE OF OTHER DIRECT COST ITEMS (Add additional pages as necessary)				
Description of Item	Quantity	Unit	Unit Cost	Total
Mileage Costs for Personal Vehicle		IRS Rate		\$ 0.00
Company Vehicle		Day	\$36.00	\$ 0.00
Prevailing Wage Subsistence (if applicable, at DIR Rate)		Day	\$0.00	\$ 0.00
Blueprinting and Reproduction		Ea	Actual	\$ 0.00
Special Tooling (if required)		Ea	Actual	\$ 0.00
Freight and Courier Services		Ea	Actual	\$ 0.00
Subconsultant 1:				
Subconsultant 2:				
Subconsultant 3:				
Subconsultant 4:				
Subconsultant 5:				

Note: Add additional pages if necessary.

NOTES:

- List other direct cost items with estimated costs. These costs should be competitive in their respective industries and supported with appropriate documentation.
- Proposed ODC items should be consistently billed regardless of client and contract type.
- Items when incurred for the same purpose, in like circumstance, should not be included in any indirect cost pool or in the overhead rate.
- Items such as special tooling, will be reimbursed at actual cost with supporting documentation (invoice).
- Items listed above that would be considered "tools of the trade" are not reimbursable as other direct cost
- Travel related costs should be pre-approved by the contracting agency and shall not exceed current State Department of Personnel Administration rules.
- 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.
- 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.
- The cost proposal format shall not be amended. All costs must comply with the Federal cost principles.
- Add additional pages if necessary.
- Subconsultants must provide their own cost proposals.

EXHIBIT A - SCOPE OF SERVICES/PAYMENT PROVISIONS

EXHIBIT 10-H2 COST PROPOSAL

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:

- 7. Generally Accepted Accounting Principles (GAAP)
- 8. Terms and conditions of the contract
- 9. [Title 23 United States Code Section 112](#) - Letting of Contracts
- 10. [48 Code of Federal Regulations Part 31](#) - Contract Cost Principles and Procedures
- 11. [23 Code of Federal Regulations Part 172](#) - Procurement, Management, and Administration of Engineering and Design Related Service
- 12. [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.

Prime Consultant or Subconsultant Certifying:

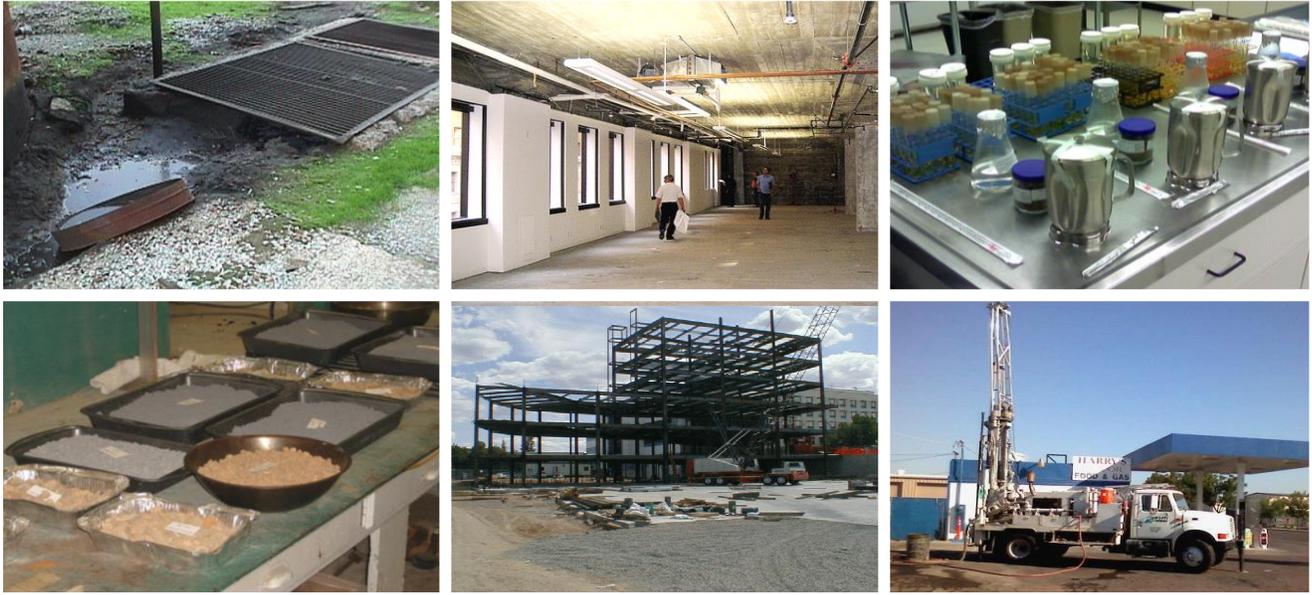
Name: Harry D. Moore Title*: President
 Signature:  Date of Certification (mm/dd/yyyy): 09/30/2025
 Email: harrym@mooretwinning.com Phone Number: 559-970-7021
 Address: 2527 Fresno Street Fresno, CA 93721

* 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:

<p>Construction Inspection and Materials Testing</p>
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EXHIBIT A - SCOPE OF SERVICES/PAYMENT PROVISIONS



**2025-2030 Materials Testing
Fee Schedule for
Northern California
GFT, Inc.
Exp 12.31.2030**

Moore Twining Associates, Incorporated
800-268-7021
www.mooretwining.com



EXHIBIT A - SCOPE OF SERVICES/PAYMENT PROVISIONS

MOORE TWINING ASSOCIATES, INC.

Introduction

Moore Twining Associates, Inc. (Moore Twining), founded in 1898, has continually provided professional consulting and analytical services throughout California for the past 120 years. Moore Twining provides professional services in geotechnical



engineering, environmental services, construction inspection, materials testing, drilling services, and analytical chemistry.

Offices are maintained in Riverside, Fresno, Sand City (Monterey), and Sacramento, California with the Fresno office also serving as our corporate headquarters. Our professional staff consists of registered geotechnical

engineers, registered civil engineers, registered professional geologists, certified engineering geologists, chemists, certified inspectors, laboratory technicians, and administrative personnel.

Our reputation for service and integrity is known by individuals involved in all aspects of the engineering and testing industries throughout California. We take pride in providing our clients with consistently reliable and cost-effective services.

Office Locations

Fresno (Corporate Headquarters)	2527 Fresno Street Fresno, California 93721 Phone: 559.268.7021 Fax: 559.268.7126
<i>Chemistry Division Fax:</i>	559.268.0740
Riverside	11800 Sterling Ave., Suite C Riverside, California 92503 Phone: 951.898.8932 Fax: 951.898.8974
Monterey	501 Ortiz Avenue Sand City, California 93955 Phone: 831.392.1056 Fax: 831.392.1059
Sacramento	165 Commerce Circle, Suite D Sacramento, California 95815 Phone: 916.381.9477 Fax: 916.381.9478

EXHIBIT A - SCOPE OF SERVICES/PAYMENT PROVISIONS

MOORE TWINING ASSOCIATES, INC.

Basis of Fees

1. Fees stated in this fee schedule are for professional services, construction inspection, and materials testing services provided by Moore Twining Associates, Inc. Geotechnical, Environmental, Analytical Chemistry and Drilling fees are presented separately upon request.
2. The fees listed herein are typical of engineering, inspection, and testing services most frequently provided by Moore Twining Associates, Inc. Fees for other services and special quotations will be provided upon request. Special consideration is given to projects involving protracted periods of time or volume testing. All fees are subject to change without notice.
3. A minimum of four hours per day will be charged for all field services portal to portal from our nearest office to the job site. Field services over four hours will be charged at four hour increments thereafter. A cancellation charge of four hours will be billed in the event the client fails to notify our office of a cancellation at least 24 hours prior to the scheduled inspection.

4. Time Schedule: Basis of sampling, observation, travel, and other fees:

Rate of Changes Period

Regular Time Monday through Friday – eight hours from 8:00 a.m. to 5:00 p.m.

Time and One-Half Monday through Friday – after continuous eight hours and Saturdays

Double Time Monday through Friday – after continuous eight hours Work and four overtime hours and/or Sundays and Holidays

Shift Differential

Second Shift Regular hourly rate plus 15% for the first eight hours worked; time in excess of eight hours will be charged at overtime rate

5. Fees reflect per-unit tests and only include reporting of laboratory and/or field results not requiring engineering evaluation, recommendations, and/or conclusions.
6. Vehicle mileage, when applicable, is \$0.70 per mile or current IRS mileage reimbursement rate. Drill rig, heavy equipment trucks, and four-wheel drive vehicles are \$1.75 per mile. All vehicle mileage charges (except for drill rigs) are from Moore Twining Associates, Inc.’s nearest office. Drill rigs are from our Drilling office located at 662 R Street in Fresno, California.
7. Work requiring special equipment, machinery rental, outside consultants, etc., will be charged at cost-plus-15% unless otherwise noted. The cost of replacing equipment that is damaged due to client’s request and/or negligence will be assessed.
8. For delivery of additional materials and/or equipment to the job site, pick-up of materials requested, and/or equipment ordered but not used, there will be a charge of \$70/hour. There will be a restocking fee of 20% on all materials returned. Any special rental equipment such as air compressors, generators, cement mixers, etc. can be provided at cost-plus-15%, plus pick-up and delivery charges. Other equipment necessary to meet your project’s special needs can be obtained upon request. Clients ordering specialized materials will be billed for the full amount pf purchase regardless of utilization of only a portion thereof.
9. Staff billing rates will be imposed for requested research into technical files or records.

EXHIBIT A - SCOPE OF SERVICES/PAYMENT PROVISIONS

MOORE TWINING ASSOCIATES, INC.

- 10. Requests for additional copies of reports are charged at secretarial rate plus photocopying fee of \$0.10 per page.
- 11. Facsimiles are charged at \$1.00 per page for local calls and \$1.50 for long-distance calls.
- 12. Public carriers, i.e. overnight mail, FedEx, UPS, Greyhound, etc. will be charged at cost plus secretarial time.
- 13. Processing of affidavits and certificates are charged at \$50 for each additional insured.
- 14. Additional insured certificates are charged at \$50 for each additional insured.
- 15. Certified payroll, \$50 per week.
- 16. The client will be invoiced for all services, equipment, materials, and supplies used on a project. Any invoice under \$100 will be C.O.D. ~~All other invoices are due and payable on the 10th of the next succeeding month following date of charge and are past due thereafter. Past due balances are subject to a finance charge of 1.5% per month (an annual percentage rate [APR] of 18%).~~ All invoice errors or necessary corrections will be brought to the attention of the company within ten days of receipt of the invoice; thereafter, client acknowledges invoices are correct and valid.
- 17. The unit rates provided in this fee schedule will be applicable until December 31, 2030.

 Contractor's Initials	11/3/2025 12:04 PM PST Date
 County Auditor/Controller's Initial Initials	11/3/2025 3:49 PM PST Date
	11/4/2025 11:10 AM PST

EXHIBIT A - SCOPE OF SERVICES/PAYMENT PROVISIONS

MOORE TWINING ASSOCIATES, INC.

SUPPORT STAFF HOURLY RATES			
Computer Aided Drafting		\$ 90.00	Hour
Compliance Monitoring		\$ 70.00	Hour
Administrative Services		\$ 70.00	Hour
EQUIPMENT AND VEHICLE UNIT RATES			
Nuclear Gauge Density Charge		\$ 100.00	Day
Torque Testing Equipment		\$ 22.00	Day
Coring Rig & Generator		\$ 500.00	Day
Skidmore		\$ 22.00	Day
Proof Load Testing Equipment		\$ 22.00	Day
Ultrasonic Test Unit & Consumables		\$ 50.00	Day
Misc Materials & Supplies		\$ Quote	
Bit Charge		\$ 10.00	Inch
Sample Pickup (if special trip is required)		\$ 82.50	Hour
Vehicle Mileage (or current IRS Mileage Reimbursement)		\$ 0.70	Mile
Vehicle Charge		\$ 36.00	Day
MATERIALS TESTING UNIT FEES			
AGGREGATES	TEST METHOD*		
Sieve Analysis of Fine and Coarse Aggregates	ASTM C136	\$ 244.00	Each
Materials Finer than 75-um (No. 200) Sieve in Mineral Aggregates by Washing	ASTM C117	\$ 147.00	Each
Sieve Analysis of Fines w/ Wash	ASTM C136	\$ 163.00	Each
Relative Density (Specific Gravity) and Absorption of Coarse Aggregate	ASTM C127	\$ 177.00	Each
Relative Density (Specific Gravity) and Absorption of Fine Aggregate	ASTM C128	\$ 177.00	Each
Clay Lumps and Friable Particles in Aggregates	ASTM C142	\$ 221.00	Each
Evaluating Cleanness of Coarse Aggregate CTM 227	CT 227	\$ 177.00	Each
Determining the Percentage of Fractured Particles in Coarse Aggregate	ASTM D5821	\$ 190.00	Each
Durability Index	CT 229	\$ 177.00	Each
Resistance to Degradation of Large-Size Coarse Aggregates by Abrasion and Impact in the Los Angeles Machine	ASTM C535 / C131	\$ 263.00	Each
Organic Impurities in Fine Aggregates for Concrete	ASTM C40	\$ 119.00	Each
Soundness of Aggregates by Use of Sodium Sulfate or Magnesium Sulfate	ASTM C88	\$ 440.00	Each
Sand Equivalent of Soils and Fine Aggregate	ASTM D2419	\$ 133.00	Each
Lightweight Particles in Aggregate	ASTM C123	\$ 330.00	Each
Bulk Density ("Unit Weight") and Voids in Aggregate	ASTM C29	\$ 78.75	Each
Flat Particles, or Flat and Elongated Particles in Coarse Aggregate	ASTM D4791	\$ 177.00	Each
ASPHALT			
Preparation of Asphalt Mixture Specimens Using Marshall Apparatus	ASTM D6926	\$ 355.00	Each

EXHIBIT A - SCOPE OF SERVICES/PAYMENT PROVISIONS**MOORE TWINING ASSOCIATES, INC.**

Asphalt Content of Asphalt Mixture by Ignition Method	ASTM C6307	\$	221.00	Each
Mechanical Size Analysis of Extracted Aggregate	ASTM D5444	\$	177.00	Each
Theoretical Maximum Specific Gravity and Density of Bituminous Paving Mixtures	ASTM D2041	\$	221.00	Each
Resistance to Deformation and Cohesion of Asphalt Mixtures by Means of Hveem Apparatus	ASTM D1560	\$	221.00	Each
Marshall Stability and Flow of Asphalt Mixtures	ASTM C6927	\$	300.00	Each
Bulk Specific Gravity and Density of Non-Absorptive Compacted Asphalt Mixtures	ASTM D2726	\$	66.00	Each
Bulk Specific Gravity and Density of Compacted Bituminous Mixtures Using Coated Samples	ASTM D1188	\$	66.00	Each
Swell of Bituminous Mixtures	CT 305	\$	329.00	Each
Moisture Vapor Susceptibility of Bituminous Mixtures	CT 307	\$	355.00	Each
Quantitative Extraction of Asphalt Binder from Asphalt Mixtures	ASTM D2172	\$	284.00	Each
Thickness or Height of Compacted Asphalt Mixture Specimens	ASTM D3549	\$	29.00	Each
CONCRETE				
Concrete Mix Design Review	ACI 214	\$	198.00	Each
Compressive Strength of Cylindrical Concrete Specimens 6"x12" (Set of 4)	ASTM C39	\$	128.00	Set of 4
Compressive Strength of Cylindrical Concrete Specimens 6"x12" (Single Specimen)	ASTM C39	\$	32.00	Each
Compressive Strength of Cylindrical Concrete Specimens 6"x12" (Held but Not Tested)	ASTM C39	\$	12.00	Each
Compressive Strength of Cylindrical Concrete Specimens 4"x8" (Set of 5)	ASTM C39	\$	160.00	Set of 5
Compressive Strength of Cylindrical Concrete Specimens 4"x8" (Single Specimen)	ASTM C39	\$	32.00	Each
Compressive Strength of Cylindrical Concrete Specimens 4"x8" (Held but Not Tested)	ASTM C39	\$	12.00	Each
Preparation of Cylindrical Concrete Specimens by Saw Cutting	ASTM C39	\$	29.00	Each
Cylinder Molds		\$	8.50	Each
Obtaining and Testing Drilled Cores and Sawed Beams of Concrete	ASTM C42	\$	79.00	Each
Charge for Diamond Core Barrels	ASTM C42	\$	15.00	Inch
Flexural Strength of Concrete (Using Simple Beam with Third-Point Loading)	ASTM C78	\$	100.00	Each
Flexural Strength of Concrete (Using Simple Beam with Center-Point Loading)	ASTM C293	\$	100.00	Each
Splitting Tensile Strength of Cylindrical Concrete Specimens	ASTM C496	\$	72.00	Each
Determining Density of Structural Lightweight Concrete	ASTM C567	\$	39.00	Each
Compressive Strength of Lightweight Insulating Concrete	ASTM C495	\$	336.00	Each
Length Change of Hardened Hydraulic-Cement and Concrete	ASTM C157	\$	290.00	Each
Preparing and Testing Specimens from Shotcrete Test Panels	ASTM C1149	\$	370.00	Each
Measuring Thickness of Concrete Elements Using Drilled Concrete Cores	ASTM C174	\$	85.50	Each

EXHIBIT A - SCOPE OF SERVICES/PAYMENT PROVISIONS

MOORE TWINING ASSOCIATES, INC.

Measuring Moisture Vapor Emission Rate of Concrete Subfloor Using Anhydrous Calcium Chloride Test Kits	ASTM F1869	\$	85.50	Each
Determining Relative Humidity in Concrete Floor Slabs Using In Situ Probes – Test Probes	ASTM F2170	\$	72.00	Each

SOILS

Liquid Limit, Plastic Limit, and Plasticity Index of Soils	ASTM D4318	\$	221.00	Each
Specific Gravity of Soil Solids by Water Pycnometer	ASTM D854	\$	214.50	Each
Resistance R-Value and Expansion Pressure of Compacted Soils	ASTM D2844	\$	300.00	Each
One-Dimensional Consolidation Properties of Soils Using Increment Loading	ASTM D2435	\$	427.50	Each
Unconfined Compressive Strength of Cohesive Soil	ASTM D2166	\$	214.50	Each
Direct Shear Test of Soils Under Consolidated Drained Conditions	ASTM D3080	\$	356.00	Each
Expansion Index of Soils	ASTM D4829	\$	242.50	Each
Laboratory Determination of Water (Moisture) Content of Soil and Rock by Mass	ASTM D2216	\$	47.00	Each
Hydraulic Conductivity of Saturated Porous Materials Using a Flexible Wall Permeameter	ASTM D5084	\$	477.00	Each
pH of Soil for Use in Corrosion Testing	ASTM G51	\$	58.00	Each
Water-Soluble Sulfate in Soil	ASTM C1580	\$	58.00	Each
Soils and Waters for Chloride Content	CT 422	\$	58.00	Each
Estimating the Service Life of Steel Culverts	CT 643	\$	158.00	Each
California Bearing Ratio (CBR) of Laboratory- @ 100%	ASTM D1883	\$	500.00	Each
California Bearing Ratio (CBR) of Laboratory-Compacted Soils at 95% Relative Compaction, 3 Point Method	ASTM D1883	\$	995.00	Each
Correction of Unit Weight and Water Content for Soils Containing Oversize Particles	ASTM D4718	\$	177.00	Each
Determining Dispersive Characteristics of Clayey Soils by the Crumb Test	ASTM D6572	\$	68.00	Each
Laboratory Compaction Characteristics of Soil Using Standard Effort (12,400 ft-lbf/ft ³)	ASTM D698	\$	196.00	Each
Laboratory Compaction Characteristics of Soil Using Modified Effort (56,000 ft-lbf ³) 4 Inch Diameter Mold	ASTM D1557	\$	263.00	Each
Laboratory Compaction Characteristics of Soil Using Modified Effort (56,000 ft-lbf ³) 6 Inch Diameter Mold	ASTM D1557	\$	271.00	Each
Relative Compaction of Untreated and Treated Soils and Aggregates	CT 216	\$	227.00	Each
Unconfined Compressive Strength of Lime Treated Soils and Aggregates	CT 373	\$	204.00	Each

MASONRY

Preconstruction and Construction Evaluation of Mortars for Plain and Reinforced Unit Masonry (Compressive Strength of Cylindrical 2" x 4" Specimens)	ASTM C780	\$	29.00	Each
Sampling and Testing Grout	ASTM C1019	\$	43.00	Each
Compressive Strength of Masonry Prisms	ASTM C1314	\$	106.00	Each
Diagonal Tension (Shear) in Masonry Assemblages	ASTM E519	\$	76.00	Each
Sampling and Testing Concrete Masonry Units and Related Units (Compressive Strength)	ASTM C140	\$	106.00	Each

EXHIBIT A - SCOPE OF SERVICES/PAYMENT PROVISIONS

MOORE TWINING ASSOCIATES, INC.

Sampling and Testing Concrete Masonry Units and Related Units (Absorption, Unit Weight and Moisture Content)	ASTM C140	\$	106.00	Each
Linear Drying Shrinkage of Concrete Masonry Units	ASTM C426	\$	106.00	Each
Relative Mortar Strength of Portland Cement Concrete Sand	CT 515	\$	357.00	Each
Compressive Strength of Hydraulic Cement Mortars (Using 2-in. Cube Specimens)	ASTM C109	\$	27.00	Each
STEEL				
Tensile Strength / Yield Testing of Reinforcing Steel Products (Rebar) up to #6 Rebar	ASTM A370	\$	81.00	Each
Tensile Strength / Yield Testing of Reinforcing Steel Products (Rebar) #7 ~ #11 Rebars	ASTM A370	\$	115.00	Each
Bend Testing of Material for Ductility (Rebar Bend Test)	ASTM E290	\$	77.00	Each
Testing Multi-Wire Steel Prestressing Strand	ASTM A1061	\$	By quote	Each
FIREPROOFING				
Thickness and Density of Sprayed Fire-Resistive Material (SFRM) Applied to Structural Members (Density)	ASTM E605	\$	77.00	Each

* ASTM = American Society for Testing and Materials*CT = California Test

**EXHIBIT B – FEDERAL PROVISIONS
CALTRANS LOCAL ASSISTANCE PROCEDURES MANUAL**

In compliance with RFQ #10914, the CONTRACTOR (also referred to as “Consultant”) will be required to comply with Federal Provisions if the project uses Federal Highway Administration (FHWA) funds. Federal Provisions, Exhibit B, attached hereto, shall be completed by CONTRACTOR (Consultant) and submitted to COUNTY (also referred to as “Local Agency”) for approval prior to COUNTY (Local Agency) issuing a Notice to Proceed for the project to CONTRACTOR (Consultant).

**EXHIBIT B – FEDERAL PROVISIONS
CALTRANS LOCAL ASSISTANCE PROCEDURES MANUAL**

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Article I - Introduction

- A. This AGREEMENT is between the following named, hereinafter referred to as, CONTRACTOR and the following named, hereinafter referred to as, COUNTY:

The name of the "CONTRACTOR" is as follows:

Incorporated in the State of California

The Project Manager for the "CONTRACTOR" will be:

The name of the COUNTY is as follows:

County of Monterey
Department of Public Works, Facilities and Parks
1441 Schilling Place, South 2nd Floor
Salinas, CA 93901-4527

The Project Manager for the COUNTY will be:

- B. The work to be performed under this AGREEMENT is described in Article III Statement of Work and the approved CONTRACTOR's Cost Proposal dated (month, date, year). The approved CONTRACTOR's Cost Proposal is attached hereto as (Exhibit _____) and incorporated by reference. If there is any conflict between the approved Cost Proposal and this AGREEMENT, this AGREEMENT shall take precedence.
- C. CONTRACTOR agrees to the fullest extent permitted by law, to indemnify, protect, defend, and holdharmless COUNTY, 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 CONTRACTOR, except such loss or damage which was caused by the sole negligence, or willful misconduct of COUNTY, as determined by a Court of competent jurisdiction. The provisions of this section shall survive termination or suspension of this AGREEMENT.
- D. CONTRACTOR in the performance of this AGREEMENT, shall act in an independent capacity. It is understood and agreed that CONTRACTOR (including CONTRACTOR's employees) is an independent contractor, and that no relationship of employer-employee exists between the parties hereto. CONTRACTOR's assigned personnel shall not be entitled to any benefits payable to employees of COUNTY.

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- E. COUNTY is not required to make any deductions or withholdings from the compensation payable to CONTRACTOR under the provisions of the AGREEMENT and is not required to issue W-2 Forms for income and employment tax purposes for any of CONTRACTOR's assigned personnel. CONTRACTOR, in the performance of its obligation hereunder, is only subject to the control or direction of the COUNTY as to the designation of tasks to be performed and the results to be accomplished.
 - F. Any third-party person(s) employed by CONTRACTOR shall be entirely and exclusively under the direction, supervision, and control of CONTRACTOR. CONTRACTOR hereby indemnifies and holds COUNTY harmless from any and all claims that may be made against COUNTY 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, CONTRACTOR's obligations under this AGREEMENT are not assignable or transferable, and CONTRACTOR shall not subcontract any work, without the prior written approval of the COUNTY. However, claims for money due or which become due to CONTRACTOR from COUNTY 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 COUNTY.
 - H. CONTRACTOR shall be as fully responsible to the COUNTY for the negligent acts and omissions of its contractors and subconsultants or subcontractors, and of persons either directly or indirectly employed by them, in the same manner as persons directly employed by CONTRACTOR.
 - 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 CONTRACTOR as provided herein, shall be in compensation for all of CONTRACTOR's expenses incurred in the performance hereof, including travel and per diem, unless otherwise expressly so provided.

Article II Contractor's Reports or Meetings

(Choose either Option 1 or Option 2)

(Option 1 – Use Paragraphs A & B below for standard AGREEMENT)

- A. CONTRACTOR shall submit progress reports at least once a month. The report should be sufficiently detailed for the COUNTY's Contract Administrator to determine, if CONTRACTOR 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. CONTRACTOR's Project Manager shall meet with COUNTY's Contract Administrator, as needed, to discuss progress on the AGREEMENT.

(Option 2 – Use Paragraphs A & B below for ON-CALL AGREEMENTS)

- A. CONTRACTOR 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 COUNTY's Contract Administrator or Project Coordinator to determine, if CONTRACTOR 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. CONTRACTOR's Project Manager shall meet with COUNTY's Contract Administrator or Project Coordinator, as needed, to discuss progress on the project(s).

Article III Statement of Work

(Insert Appropriate Statement of Work including a Description of the Deliverables) *in the following sections. If a section does not apply to the AGREEMENT, state "Not Applicable to this AGREEMENT."*

- A. CONTRACTOR Services Not Applicable to this Agreement
 Detail based on the services to be furnished should be provided by CONTRACTOR. Nature and extent should be verified in the negotiations to make precise statements to eliminate subsequent uncertainties and misunderstandings. Reference to the appropriate standards for design or other standards for work performance stipulated in CONTRACTOR AGREEMENT should be included. Describe acceptance criteria, and if the responsible CONTRACTOR/engineer shall sign all Plans, Specifications and Estimate (PS&E) and engineering data furnished under the AGREEMENT including registration number.

 Environmental documents are not considered complete until a Caltrans District Senior Environmental Planner signs the Categorical Exclusion, a Caltrans Deputy District Director signs the Finding of No Significant Impact (FONSI), or the Caltrans District Director signs the Record of Decision (see LAPM Chapter 6: Environmental Procedures, and the Standard Environmental Reference).
- B. Right of Way Not Applicable to this Agreement
 State whether Right of Way requirements to be determined and shown by CONTRACTOR, whether land surveys and computations with metes and bounds descriptions are to be made, and whether Right of Way parcel maps are to be furnished.
- C. Surveys Not Applicable to this Agreement
 State whether or not the CONTRACTOR has the responsibility for performing preliminary or construction surveys.
- D. Subsurface Investigations Not Applicable to this Agreement
 State specifically whether or not CONTRACTOR has the responsibility for making subsurface investigations. If borings or other specialized services are to be made by others under the supervision of CONTRACTOR, appropriate provisions are to be incorporated. Archaeological testing and data recovery guidance can be found in the Standard Environmental Reference.
- E. COUNTY (LOCAL AGENCY) Obligations Not Applicable to this Agreement
 All data applicable to the project and in possession of COUNTY (local agency), another agency, or government agency that are to be made available to CONTRACTOR are referred to in the AGREEMENT. Any other assistance or services to be furnished to CONTRACTOR are to be stated clearly.
- F. Conferences, Site Visits, Inspection of Work Not Applicable to this Agreement
 This AGREEMENT provides for conferences as needed, visits to the site, and inspection of the

work by representatives of the COUNTY, State, and/or FHWA. Costs incurred by CONTRACTOR for meetings, subsequent to the initial meeting shall be included in the fee.

- G. Checking Shop Drawings Not Applicable to this Agreement
For AGREEMENTS requiring the preparation of construction drawings and make provision for checking shop drawings. Payment for checking shop drawings by CONTRACTOR is included in the AGREEMENT fee, or provision may be made for separate payment.
- H. CONTRACTOR Services During Construction Not Applicable to this Agreement
The extent, if any of CONTRACTOR'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 Not Applicable to this Agreement
AGREEMENTS where appropriate, shall provide that CONTRACTOR document the results of the work to the satisfaction of COUNTY, 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 Not Applicable to this Agreement
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 time must be set for beginning and ending the work under the AGREEMENT. The time allowed for performing the work is specified; it should be reasonable for the kind and amount of services contemplated; and it is written into the AGREEMENT. If it is desirable that Critical Path Method (CPM) networks, or other types of schedules be prepared by CONTRACTOR, they should be identified and incorporated into the AGREEMENT.

- A. This AGREEMENT shall go into effect on (month, date, year), contingent upon approval by COUNTY, and CONTRACTOR shall commence work after notification to proceed by COUNTY Contract Administrator. The AGREEMENT shall end on (month, date, year), unless extended by AGREEMENT amendment.
- B. CONTRACTOR is advised that any recommendation for AGREEMENT award is not binding on COUNTY until the AGREEMENT is fully executed and approved by COUNTY.

Use paragraph C below in addition to paragraphs A & B above for on-call AGREEMENTS. On-call AGREEMENTS shall be five (5) years maximum.

- 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 AGREEMENT 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

(Choose either Option 1, 2, 3, or 4)

(Option 1 - Use paragraphs A through K below for Cost-Plus-Fixed Fee AGREEMENTS. Use Exhibit10-H1: Cost Proposal Format)

- A. The method of payment for this AGREEMENT will be based on actual cost plus a fixed fee. COUNTY will reimburse CONTRACTOR for actual costs (including labor costs, employee benefits, travel, equipment rental costs, overhead and other direct costs) incurred by CONTRACTOR in performance of the work. CONTRACTOR will not be reimbursed for actual costs that exceed the estimated wage rates, employee benefits, travel, equipment rental, overhead, and other estimated costs set forth in the approved CONTRACTOR's Cost Proposal, unless additional reimbursement is provided for by AGREEMENT amendment. In no event, will CONTRACTOR be reimbursed for overhead costs at a rate that exceeds COUNTY's approved overhead rate set forth in the Cost Proposal. In the event, that COUNTY determines that a change to the work from that specified in the Cost Proposal and AGREEMENT is required, the AGREEMENT time or actual costs reimbursable by COUNTY shall be adjusted by AGREEMENT amendment to accommodate the changed work. The maximum total cost as specified in Paragraph "I" of this Article shall not be exceeded, unless authorized by AGREEMENT amendment.
- B. The indirect cost rate established for this AGREEMENT is extended through the duration of this specific AGREEMENT. CONTRACTOR's agreement to the extension of the one (1)-year applicable period shall not be a condition or qualification to be considered for the work or AGREEMENT award.
- C. In addition to the allowable incurred costs, COUNTY will pay CONTRACTOR a fixed fee of \$_____. The fixed fee is nonadjustable for the term of the AGREEMENT, except in the event of a significant change in the scope of work and such adjustment is made by AGREEMENT amendment.
- D. Reimbursement for transportation and subsistence costs shall not exceed the rates specified in the approved Cost Proposal.
- E. When milestone cost estimates are included in the approved Cost Proposal, CONTRACTOR shall obtain prior written approval for a revised milestone cost estimate from the Contract Administrator before exceeding such cost estimate.
- F. Progress payments will be made monthly in arrears based on services provided and allowable incurred costs. A pro rata portion of CONTRACTOR's fixed fee will be included in the monthly progress payments. If CONTRACTOR fails to submit the required deliverable items according to the schedule set forth in Article III Statement of Work, COUNTY shall have the right to delay payment or terminate this AGREEMENT.
- G. No payment will be made prior to approval of any work, nor for any work performed prior to approval of this AGREEMENT.
- H. CONTRACTOR will be reimbursed, promptly according to California Regulations upon receipt by COUNTY's Contract Administrator of itemized invoices in duplicate. Invoices shall be submitted no later than thirty (30) calendar days after the performance of work for which CONTRACTOR is billing. Invoices shall detail the work performed on each milestone and each project as applicable.

Invoices shall follow the format stipulated for the approved Cost Proposal and shall reference this AGREEMENT number and project title. Final invoice must contain the final cost and all credits due COUNTY including any equipment purchased under the provisions of Article XI Equipment Purchase. The final invoice should be submitted within sixty (60) calendar days after completion of CONTRACTOR's work. Invoices shall be mailed to COUNTY's Contract Administrator at the following address:

County of Monterey
 Department of Public Works, Facilities and Parks
 1441 Schilling Place, South 2nd Floor
 Salinas, CA 93901-4527
 Attn: Finance Division

- I. The total amount payable by COUNTY including the fixed fee shall not exceed \$_____.
- J. For personnel subject to prevailing wage rates as described in the California Labor Code, all salary increases, which are the direct result of changes in the prevailing wage rates are reimbursable.

(Option 2 - For Cost per Unit of Work AGREEMENTS, replace paragraphs A & B of Option 1 with the following paragraphs A, B, and C and re-letter the remaining paragraphs. Adjust as necessary for workspecific to your project. Use Exhibit 10-H3: Cost Proposal Format).

- A. The method of payment for the following items shall be at the rate specified for each item, as described in this Article. The specified rate shall include full compensation to CONTRACTOR for the item as described, including but not limited to, any repairs, maintenance, or insurance, and no further compensation will be allowed, therefore.
- B. The specified rate to be paid for vehicle expense for CONTRACTOR's field personnel shall be \$_____ per approved Cost Proposal. This rate shall be for a fully equipped vehicle(s) specified in Article III Statement of Work, as applicable the specified rate to be paid for equipment shall be, as listed in the approved Cost Proposal.
- C. The method of payment for this AGREEMENT, except those items to be paid for on a specified rate basis, will be based on cost per unit of work. COUNTY will reimburse CONTRACTOR for actual costs (including labor costs, employee benefits, travel, equipment-rental costs, overhead and other direct costs) incurred by CONTRACTOR in performance of the work. CONTRACTOR will not be reimbursed for actual costs that exceed the estimated wage rates, employee benefits, travel, equipment rental, overhead and other estimated costs set forth in the approved Cost Proposal, unless additional reimbursement is provided for, by AGREEMENT amendment. In no event, will CONTRACTOR be reimbursed for overhead costs at a rate that exceeds COUNTY approved overhead rate set forth in the approved Cost Proposal. In the event, COUNTY determines that changed work from that specified in the approved Cost Proposal and AGREEMENT is required; the actual costs reimbursable by COUNTY may be adjusted by AGREEMENT amendment to accommodate the changed work. The maximum total cost as specified in Paragraph "I," of this article shall not be exceeded unless authorized by AGREEMENT amendment.

(Option 3 - Use paragraphs A through P for Specific Rates of Compensation Agreements [such as on-call Agreements]. This payment method shall only be used when it is not possible at the time of

procurement to estimate the extent or duration of the work or to estimate costs with any reasonable degree of accuracy. The specific rates of compensation payment method should be limited to AGREEMENTS or components of AGREEMENTS for specialized or support type services where the CONTRACTOR is not in direct control of the number of hours worked, such as construction engineering and inspection. Use Exhibit 10-H2: Cost Proposal Format).

- A. CONTRACTOR will be reimbursed for hours worked at the hourly rates specified in CONTRACTOR'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. CONTRACTOR will be reimbursed within thirty (30) calendar days upon receipt by COUNTY's Contract Administrator of itemized invoices in duplicate.
- B. In addition, CONTRACTOR 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 CONTRACTOR through issuance of Task Orders
- D. After a project to be performed under this AGREEMENT is identified by COUNTY, COUNTY 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 COUNTY Project Coordinator. The draft Task Order will be delivered to CONTRACTOR for review. CONTRACTOR 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 COUNTY and CONTRACTOR.
- 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 CONTRACTOR's approved Cost Proposal.

CONTRACTOR 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. CONTRACTOR is responsible for paying the appropriate rate, including escalations that take place during the term of the AGREEMENT.

- F. (COUNTY to include either (a) or (b) below; delete the other one (1))
 - (a) Reimbursement for transportation and subsistence costs shall not exceed State rates.
 - (b) Reimbursement for transportation and subsistence costs shall not exceed the rates as specified in the approved Cost Proposal. CONTRACTOR will be responsible for transportation and subsistence costs in excess of State rates.
- G. When milestone cost estimates are included in the approved Cost Proposal, CONTRACTOR 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. CONTRACTOR shall not commence performance of work or services until this AGREEMENT has been approved by COUNTY, and notification to proceed has been issued by COUNTY'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 COUNTY and signed by an authorized representative of COUNTY. No expenditures are authorized on a project and work shall not commence until a Task Order for that project has been executed by COUNTY.
- K. CONTRACTOR will be reimbursed, within thirty (30) days upon receipt by COUNTY'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 CONTRACTOR 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 to COUNTY that include any equipment purchased under the provisions of Article XI Equipment Purchase, must be reimbursed by CONTRACTOR prior to the expiration or termination of this AGREEMENT. Invoices shall be mailed to COUNTY's Contract Administrator at the following address:

County of Monterey
Department of Public Works, Facilities and Parks
1441 Schilling Place, South 2nd Floor
Salinas, CA 93901-4527
Attn: Finance Division

- 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 COUNTY for an individual Task Order shall not exceed the amount agreed to in the Task Order, unless authorized by amendment.
- N. If CONTRACTOR 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 terms) of this AGREEMENT nor to exceed the scope of work under this AGREEMENT.
- P. The total amount payable by COUNTY for all Task Orders resulting from this AGREEMENT shall not exceed \$ 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.

(Option 4 - Use paragraphs A through E below for lump sum AGREEMENTS. Use Exhibit 10-H1: Cost Proposal Format).

- A. The method of payment for this AGREEMENT will be based on lump sum. The total lump sum price paid to CONTRACTOR will include compensation for all work and deliverables, including travel and equipment described in Article III Statement of Work. No additional compensation will

be paid to CONTRACTOR, unless there is a change in the scope of the work or the scope of the project. In the instance of a change in the scope of work or scope of the project, adjustment to the total lump sum compensation will be negotiated between CONTRACTOR and COUNTY. Adjustment in the total lump sum compensation will not be effective until authorized by contract amendment and approved by COUNTY.

- B. Progress payments may be made monthly in arrears based on the percentage of work completed by CONTRACTOR. If CONTRACTOR fails to submit the required deliverable items according to the schedule set forth in Article III Statement of Work, COUNTY shall have the right to delay payment or terminate this AGREEMENT in accordance with the provisions of Article VI Termination.
- C. CONTRACTOR shall not commence performance of work or services until this AGREEMENT has been approved by COUNTY and notification to proceed has been issued by COUNTY'S Contract Administrator. No payment will be made prior to approval of any work, or for any work performed prior to approval of this AGREEMENT.
- D. CONTRACTOR will be reimbursed within thirty (30) days upon receipt by County's Contract Administrator of itemized invoices in duplicate. Invoices shall be submitted no later than thirty (30) calendar days after the performance of work for which CONTRACTOR is billing. 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 and project title. Final invoice must contain the final cost and all credits due COUNTY that include any equipment purchased under the provisions of Article XI Equipment Purchase. The final invoice must be submitted within sixty (60) calendar days after completion of CONTRACTOR's work unless a later date is approved by County. Invoices shall be mailed to COUNTY's Contract Administrator at the following address:

County of Monterey
 Department of Public Works, Facilities and Parks
 1441 Schilling Place, South 2nd Floor
 Salinas, CA 93901-4527
 Attn: Finance Division

- E. The total amount payable by COUNTY shall not exceed \$ _____.

Article VI Termination

- A. This AGREEMENT may be terminated by COUNTY, provided that COUNTY gives not less than thirty (30) calendar days' written notice (delivered by certified mail, return receipt requested) of intent to terminate. Upon termination, COUNTY 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.
- B. COUNTY may temporarily suspend this AGREEMENT, at no additional cost to COUNTY, provided that CONTRACTOR is given written notice (delivered by certified mail, return receipt requested) of temporary suspension. If COUNTY gives such notice of temporary suspension, CONTRACTOR 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, CONTRACTOR shall not be relieved of liability to COUNTY for damages sustained by COUNTY by virtue of any breach of this AGREEMENT by CONTRACTOR, and COUNTY may withhold any payments due to CONTRACTOR until such time

as exact amount of damages, if any, due COUNTY from CONTRACTOR is determined.

- D. In the event of termination, CONTRACTOR shall be compensated as provided for in this AGREEMENT. Upon termination, COUNTY 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. CONTRACTOR agrees that 48 CFR Part 31, Contract Cost Principles and Procedures shall be used to determine the allowability of individual terms of cost.
- B. CONTRACTOR also agrees to comply with Federal procedures in accordance with 2 CFR, Part 200, Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards.
- C. Any costs for which payment has been made to CONTRACTOR that are determined by subsequent audit to be unallowable under 48 CFR Part 31 or 2 CFR Part 200 are subject to repayment by CONTRACTOR to COUNTY.
- D. When a CONTRACTOR or subcontractor is a Non-Profit Organization or an Institution of Higher Education, the Cost Principles for Title 2 CFR Part 200, Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards shall apply.

Article VIII Retention of Records/Audit

For the purpose of determining compliance with Government Code §8546.7, the CONTRACTOR, subcontractors, and COUNTY 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 CONTRACTOR'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. COUNTY, 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 CONTRACTOR, subcontractor and the CONTRACTOR'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 COUNTY'S Chief Financial Officer.
- B. Not later than thirty (30) calendar days after issuance of the final audit report, CONTRACTOR may request a review by COUNTY'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 COUNTY will excuse CONTRACTOR from full and timely performance, in accordance with the terms of this AGREEMENT.
- D. CONTRACTOR and subcontractor 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, Part 31 and other related laws and regulations. In the instances of a CPA ICR audit work paper review, it is CONTRACTOR's responsibility to ensure federal, state, COUNTY 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 CONTRACTOR and approved by COUNTY Contract Administrator to conform to the audit or review recommendations. CONTRACTOR agrees that individual terms of costs identified in the audit report shall be incorporated into the AGREEMENT by this reference if directed by COUNTY at its sole discretion. Refusal by CONTRACTOR to incorporate audit or review recommendations, or to ensure that the federal, COUNTY 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. CONTRACTOR'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 CONTRACTOR and approved by the COUNTY 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 CONTRACTOR 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 CONTRACTOR's independent CPA, IOAI will work with the CPA and/or CONTRACTOR 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, COUNTY will reimburse the CONTRACTOR at an accepted ICR until a FAR (Federal Acquisition Regulation) compliant ICR {e.g. 48 CFR, Part 31; GAGAS (Generally Accepted Government 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 CONTRACTOR 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 CONTRACTOR's and/or the independent CPA's revisions.

3. If the CONTRACTOR 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. CONTRACTOR may submit to COUNTY 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 COUNTY; and (3) IOAI has issued its final ICR review letter. The CONTRACTOR MUST SUBMIT ITS FINAL INVOICE TO COUNTY 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 COUNTY and the CONTRACTOR, either as a prime or subcontractor, with the same fiscal period ICR.

Article X Subcontracting

- A. Nothing contained in this AGREEMENT or otherwise, shall create any contractual relation between the COUNTY and any subcontractor(s), and no sub agreement shall relieve the CONTRACTOR of its responsibilities and obligations hereunder. The CONTRACTOR agrees to be as fully responsible to the COUNTY for the acts and omissions of its subcontractor(s) 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 CONTRACTOR. The CONTRACTOR's obligation to pay its subcontractor(s) is an independent obligation from the COUNTY's obligation to make payments to the CONTRACTOR.
- B. CONTRACTOR 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 COUNTY's Contract Administrator, except that, which is expressly identified in the CONTRACTOR's approved Cost Proposal.
- C. Any sub agreement entered into as a result of this AGREEMENT shall contain all the provisions stipulated in this entire AGREEMENT to be applicable to subcontractors unless otherwise noted.
- D. CONTRACTOR shall pay its subcontractors within fifteen (15) calendar days from receipt of each ~~payment~~ made to the CONTRACTOR by the COUNTY.
- E. Any substitution of subcontractor(s) must be approved in writing by COUNTY's Contract Administrator in advance of assigning work to a substitute subcontractor(s).
- F. Prompt Progress Payment
CONTRACTOR or subcontractor shall pay to any subcontractor, not later than fifteen (15) days after receipt of each progress payment, unless otherwise agreed to in writing, the respective amounts allowed CONTRACTOR on account of the work performed by the subcontractors, to the extent of each subcontractor'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 CONTRACTOR or subcontractor to a subcontractor, CONTRACTOR or subcontractor may withhold no more than one hundred fifty percent (150%) 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 subcontractor, of two percent (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 subcontractors.

G. Prompt Payment of Withheld Funds to subcontractors

The COUNTY may hold retainage from CONTRACTOR and shall make prompt and regular incremental acceptances of portions, as determined by the COUNTY, of the contract work, and pay retainage to CONTRACTOR based on these acceptances. The COUNTY shall designate one of the methods below in the contract to ensure prompt and full payment of any retainage kept by CONTRACTOR or subcontractor to a subcontractor. (Choose either Method 1, Method 2, or Method 3 below and delete the other two (2).)

Method 1: No retainage will be held by the COUNTY from progress payments due to CONTRACTOR. CONTRACTORS and subcontractors are prohibited from holding retainage from subcontractors. Any delay or postponement of payment may take place only for good cause and with the COUNTY's prior written approval. Any violation of these provisions shall subject the violating CONTRACTOR or subcontractor to the penalties, sanctions, and other 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 CONTRACTOR or subcontractor in the event of a dispute involving late payment or nonpayment by CONTRACTOR, deficient subcontractor performance and/or noncompliance by a subcontractor. This clause applies to both DBE and non-DBE subcontractors.

Method 2: No retainage will be held by the COUNTY from progress payments due to CONTRACTOR. Any retainage kept by CONTRACTOR or by a subcontractor must be paid in full to the earning subcontractor within fifteen (15) days after the subcontractor's work is satisfactorily completed. Any delay or postponement of payment may take place only for good cause and with the COUNTY's prior written approval. Any violation of these provisions shall subject the violating CONTRACTOR or subcontractor 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 CONTRACTOR or subcontractor in the event of a dispute involving late payment or nonpayment by CONTRACTOR, deficient subcontractor performance and/or noncompliance by a subcontractor. This clause applies to both DBE and non-DBE subcontractors.

Method 3: The COUNTY shall hold retainage from CONTRACTOR and shall make prompt and regular incremental acceptances of portions, as determined by the COUNTY of the contract work and pay retainage to CONTRACTOR based on these acceptances. CONTRACTOR or subcontractor shall return all monies withheld in retention from all subcontractors within fifteen (15) days after receiving payment for work satisfactorily completed and accepted including incremental acceptances of portions of the contract work by the COUNTY. Any delay or postponement of payment may take place only for good cause and with the COUNTY's prior written approval. Any violation of these provisions shall subject the violating CONTRACTOR or subcontractor to the penalties, sanctions, and other 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 CONTRACTOR or subcontractor in the event of a dispute involving late payment or nonpayment by CONTRACTOR; deficient subcontractor performance

and/or noncompliance by a subcontractor. This clause applies to both DBE and non-DBE subcontractors.

Any violation of these provisions shall subject the violating CONTRACTOR or subcontractor 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 CONTRACTOR or subcontractor in the event of a dispute involving late payment or nonpayment by CONTRACTOR, deficient subcontract performance, or noncompliance by a subcontractor.

Article XI Equipment Purchase and Other Capital Expenditures

- A. Prior authorization in writing, by COUNTY's Contract Administrator shall be required before CONTRACTOR enters into any unbudgeted purchase order, or subcontract exceeding five thousand dollars (\$5,000) for supplies, equipment, or CONTRACTOR services. CONTRACTOR 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 CONTRACTOR's approved Cost Proposal and exceeding five thousand dollars (\$5,000) with prior authorization by COUNTY'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. CONTRACTOR 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, COUNTY shall receive a proper refund or credit at the conclusion of the AGREEMENT, or if the AGREEMENT is terminated, CONTRACTOR may either keep the equipment and credit COUNTY 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 COUNTY procedures; and credit COUNTY in an amount equal to the sales price. If CONTRACTOR elects to keep the equipment, fair market value shall be determined at CONTRACTOR's expense, on the basis of a competent independent appraisal of such equipment. Appraisals shall be obtained from an appraiser mutually agreeable to by COUNTY and CONTRACTOR, if it is determined to sell the equipment, the terms and conditions of such sale must be approved in advance by COUNTY.
 2. Regulation 2 CFR Part 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 CONTRACTOR or subcontractor 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 CONTRACTOR 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
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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 COUNTY construction sites, at COUNTY facilities and at off-site locations that are set up by the construction contractor or one of its subcontractors solely and specifically to serve COUNTY 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 CONTRACTOR and subcontractor 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 CONTRACTOR or subcontractor 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 CONTRACTOR under penalty of perjury. The payroll records and all supporting documents shall be made available for inspection and copying by COUNTY representatives at all reasonable hours at the principal office of the CONTRACTOR. The CONTRACTOR 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 COUNTY, the Division of Labor Standards Enforcement and the Division of Apprenticeship Standards of the Department of Industrial Relations. Certified payrolls submitted to COUNTY, the Division of Labor Standards Enforcement and the Division of Apprenticeship Standards shall not be altered or obliterated by the CONTRACTOR.
 - c. The public shall not be given access to certified payroll records by the CONTRACTOR. The CONTRACTOR is required to forward any requests for certified payrolls to the COUNTY Contract Administrator by both email and regular mail on

the business day following receipt of the request.

3. Each CONTRACTOR 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 COUNTY 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 CONTRACTOR or subcontractor performing the work shall not be marked or obliterated.
 5. The CONTRACTOR shall inform COUNTY 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 CONTRACTOR or subcontractor 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 CONTRACTOR or subcontractor fails to comply within the ten (10) day period, he or she shall, as a penalty to COUNTY, 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 COUNTY from payments then due. CONTRACTOR is not subject to a penalty assessment pursuant to this section due to the failure of a subcontractor to comply with this section.
- E. When prevailing wage rates apply, the CONTRACTOR is responsible for verifying compliance with certified payroll requirements. Invoice payment will not be made until the invoice is approved by the COUNTY Contract Administrator.

F. Penalty

1. The CONTRACTOR and any of its subcontractor shall comply with Labor Code §1774 and §1775. Pursuant to Labor Code §1775, the CONTRACTOR and any Subcontractor shall forfeit to the COUNTY 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 contract by the CONTRACTOR or by its subcontractor 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 CONTRACTOR or subcontractor in failing to pay the correct rate of prevailing wages, or the previous record of the CONTRACTOR or subcontractor in meeting their respective prevailing wage obligations, or the willful failure by the CONTRACTOR or subcontractor 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 CONTRACTOR or subcontractor had knowledge of the obligations under the Labor Code. The CONTRACTOR 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 CONTRACTOR or subcontractor.
4. If a worker employed by a subcontractor on a public works project is not paid the general prevailing per diem wages by the subcontractor, the prime CONTRACTOR of the project is not liable for the penalties described above unless the prime CONTRACTOR had knowledge of that failure of the subcontractor to pay the specified prevailing rate of wages to those workers or unless the prime CONTRACTOR fails to comply with all of the following requirements:
 - a. The AGREEMENT executed between the CONTRACTOR and the subcontractor 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 CONTRACTOR shall monitor the payment of the specified general prevailing rate of per diem wages by the subcontractor to the employees by periodic review of the certified payroll records of the subcontractor.
 - c. Upon becoming aware of the subcontractor's failure to pay the specified prevailing rate of wages to the subcontractor's workers, the CONTRACTOR shall diligently take corrective action to halt or rectify the failure, including but not limited to, retaining sufficient funds due the subcontractor for work performed on the public works project.
 - d. Prior to making final payment to the subcontractor for work performed on the public works project, the CONTRACTOR shall obtain an affidavit signed under penalty of perjury from the Subcontractor that the subcontractor had paid the specified general prevailing rate of per diem wages to the subcontractor's employees on the public works project and any amounts due pursuant to Labor Code §1813.
5. Pursuant to Labor Code §1775, COUNTY shall notify the CONTRACTOR on a public works project within fifteen (15) calendar days of receipt of a complaint that a subcontractor has failed to pay workers the general prevailing rate of per diem wages.
6. If COUNTY determines that employees of a subcontractor were not paid the general prevailing rate of per diem wages and if COUNTY 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 CONTRACTOR shall withhold an amount of moneys due the subcontractor sufficient to pay those employees the general prevailing rate of per diem wages if requested by COUNTY.

G. Hours of Labor

Eight (8) hours labor constitutes a legal day's work. The CONTRACTOR shall forfeit, as a penalty to the COUNTY, twenty-five dollars (\$25) for each worker employed in the execution of the AGREEMENT by the CONTRACTOR or any of its subcontractors 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 subcontract exceeds thirty thousand dollars (\$30,000), the CONTRACTOR and any subcontractors 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. CONTRACTORS and subcontractors 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, CONTRACTOR and subcontractors 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 CONTRACTOR is responsible for all subcontractors' 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 CONTRACTOR shall disclose any financial, business, or other relationship with COUNTY that may have an impact upon the outcome of this AGREEMENT, or any ensuing COUNTY construction project. The CONTRACTOR shall also list current clients who may have a financial interest in the outcome of this AGREEMENT, or any ensuing COUNTY construction project, which will follow.
- B. CONTRACTOR certifies that it has disclosed to COUNTY any actual, apparent, or potential conflicts of interest that may exist relative to the services to be provided pursuant to this AGREEMENT. CONTRACTOR agrees to advise COUNTY of any actual, apparent or potential conflicts of interest that may develop subsequent to the date of execution of this AGREEMENT.

CONTRACTOR further agrees to complete any statements of economic interest if required by either COUNTY ordinance or State law.

- C. The CONTRACTOR 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. CONTRACTOR hereby certifies that the CONTRACTOR or subcontractor, and any firm affiliated with CONTRACTOR or subcontractor that bids on any construction contract, or on any AGREEMENT to provide construction inspection for any construction project resulting from this AGREEMENT. An affiliated firm is one, which is subject to the control of the same persons through joint ownership, 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 CONTRACTOR warrants that this AGREEMENT was not obtained or secured through rebates

kickbacks or other unlawful consideration, either promised or paid to any COUNTY employee. For breach or violation of this warranty, COUNTY 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 County, State, or Federal Funds for Lobbying

(Include this article in all AGREEMENTS where federal funding will exceed \$150,000. If less than \$150,000 in federal funds will be expended on the AGREEMENT; delete this article and re-number subsequent articles.)

A. CONTRACTOR certifies to the best of his or her knowledge and belief that:

1. No State, Federal, or County appropriated funds have been paid or will be paid, by-or-on behalf of CONTRACTOR, 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 CONTRACTOR 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 CONTRACTOR also agrees by signing this document that he or she shall require that the language of this certification be included in all lower-tier sub agreements, 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 CONTRACTOR's signature affixed herein and dated shall constitute a certification under penalty of perjury under the laws of the State of California that the CONTRACTOR has, unless exempt, complied with, the nondiscrimination program requirements of Government Code § 12990 and 2 CCR §8103.

B. During the performance of this AGREEMENT, Contractor and its subcontractors 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. Contractor and subcontractors shall insure that the evaluation and treatment of their employees and applicants for employment are free from such discrimination and harassment.

- C. Contractor and subcontractors 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 COUNTY to implement such article. The applicable regulations of the Fair Employment and Housing Commission implementing Government 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. CONTRACTOR shall permit access by representatives of the Department of Fair Employment and Housing and the COUNTY 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 COUNTY shall require to ascertain compliance with this clause.
- E. CONTRACTOR and its subcontractors shall give written notice of their obligations under this clause to labor organizations with which they have a collective bargaining or other Agreement.
- F. CONTRACTOR shall include the nondiscrimination and compliance provisions of this clause in all subcontracts to perform work under this AGREEMENT.
- G. The CONTRACTOR, 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 CONTRACTOR shall comply with regulations relative to non-discrimination in federally-assisted programs of the United States Department of Transportation (49 CFR Part 21 - Effectuation of Title VI of the Civil Rights Act of 1964). Specifically, the CONTRACTOR 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 subcontractors.
- I. CONTRACTOR, subrecipient or subcontractor 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 COUNTY components of the DBE Program Plan, CONTRACTOR, subrecipient or subcontractor 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 CONTRACTOR's signature affixed herein shall constitute a certification under penalty of perjury under the laws of the State of California, that the CONTRACTOR 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 COUNTY. 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 List System (<https://sam.gov/content/home>) maintained by the United States General Services Administration are to be determined by FHWA.

Article XVIII Disadvantaged Business Enterprises (DBE) Participation

A. CONTRACTOR, subrecipient (COUNTY), or subcontractor 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 COUNTY shows a contract goal for DBEs. CONTRACTOR shall make work available to DBEs and select work parts consistent with available DBE subcontractors and suppliers.

CONTRACTOR 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 CONTRACTOR's responsibility to verify at the date of proposal opening that the DBE firm is certified as 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 Agreement. Additionally, the CONTRACTOR 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 CONTRACTOR purchases from DBEs counts towards the goal in the following manner:

- One hundred percent (100 %) counts if the materials or supplies are obtained from a DBE manufacturer.

- Sixty percent (60%) 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. 49CFR26.55 defines "manufacturer" and "regular dealer."

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

- B. The goal for DBE participation for this AGREEMENT is _____%. Participation by DBE contractor or subcontractors shall be in accordance with information contained in Exhibit 10-02: Consultant Contract DBE Commitment attached hereto and incorporated as part of the AGREEMENT. If a DBE subcontractor is unable to perform, CONTRACTOR must make a good faith effort to replace him/her with another DBE subcontractor, if the goal is not otherwise met.
- C. CONTRACTOR 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 CONTRACTOR 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 CONTRACTOR has not met the DBE goal, complete and submit Exhibit 15-H: DBE Information – Good Faith Efforts to document efforts to meet the goal. Refer to 49 CFR Part 26 for guidance regarding evaluation of good faith efforts to meet the DBE goal.
- D. Contract Assurance Under 49 CFR 26.13(b)
CONTRACTOR, subrecipient or subcontractor shall not discriminate on the basis of race, color, national origin, or sex in the performance of this AGREEMENT. CONTRACTOR shall carry out applicable requirements of 49 CFR 26 in the award and administration of federal-aid contracts.

Failure by the CONTRACTOR 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 the CONTRACTOR from future proposing as non-responsible

- E. Termination and Replacement of DBE Subcontractors
CONTRACTOR shall utilize the specific DBEs listed to perform the work and supply the materials for which each is listed unless CONTRACTOR or DBE Subcontractor obtains the COUNTY's written consent. CONTRACTOR 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 COUNTY. Unless the COUNTY's consent is provided, the CONTRACTOR 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 COUNTY:

1. Listed DBE fails or refuses to execute a written contract based on plans and specifications for the project.
2. The COUNTY stipulated that a bond is a condition of executing the subcontract and the listed DBE fails to meet the COUNTY's bond requirements.
3. Work requires a contractor'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 AGREEMENT.
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 AGREEMENT.
11. The COUNTY determines other documented good cause.

CONTRACTOR 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 CONTRACTOR'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 COUNTY. The written notice to the DBE must request they provide any response within five (5) business days to both the CONTRACTOR and the COUNTY 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, CONTRACTOR may move forward with the request as if the DBE had agreed to CONTRACTOR's written notice.
3. Submit CONTRACTOR's DBE termination request by written letter to the COUNTY and include:
 - One or more above listed justifiable reasons along with supporting documentation.
 - CONTRACTOR's written notice to the DBE regarding the request, including proof of transmission and tracking documentation of CONTRACTOR's written notice.

- The DBE's response to CONTRACTOR's written notice, if received. If a written response was not provided, provide a statement to that effect.

The COUNTY shall respond in writing to CONTRACTOR's DBE termination request within five (5) business days.

Replacement of DBE Subcontractors

After receiving the COUNTY'S written authorization of DBE termination request, CONTRACTOR must obtain the COUNTY'S written agreement for DBE replacement. CONTRACTOR 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 COUNTY 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 CONTRACTOR has not identified a DBE replacement firm, submits documentation of CONTRACTOR's GFEs to use DBE replacement firms within seven (7) days of COUNTY's authorization to terminate the DBE. CONTRACTOR may request the COUNTY'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 CONTRACTOR 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 COUNTY may contact the firms to verify solicitation efforts and determine if the DBE quotes are substantially higher
 - Additional documentation that supports CONTRACTOR's GFE

The COUNTY shall respond in writing to CONTRACTOR's DBE replacement request within five (5) business days.

F. Commitment and Utilization

The COUNTY's DBE program must include a monitoring and enforcement mechanism to ensure that DBE commitments reconcile to DBE utilization. The COUNTY shall request CONTRACTOR to:

1. Notify the COUNTY'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 First-Tier subcontractor
 - Name and business address of each DBE subcontractor, 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 CONTRACTOR is a DBE CONTRACTOR, 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 CONTRACTOR in writing of the decertification date. If a business becomes a certified DBE before completing its work, the business must notify CONTRACTOR in writing of the certification date. CONTRACTOR shall submit the notifications to the COUNTY. On work completion, CONTRACTOR shall complete a Disadvantaged Business Enterprises (DBE) Certification Status Change, Exhibit 17-O, form and submit the form to the COUNTY within thirty (30) days of contract acceptance.

Upon work completion, CONTRACTOR shall complete Exhibit 17-F Final Report – Utilization of Disadvantaged Business Enterprises (DBE), First-Tier Subcontractors and submit it to the COUNTY within ninety (90) days of AGREEMENT acceptance. The COUNTY will withhold ten thousand dollars (\$10,000) until the form is submitted. The COUNTY will release the withhold upon submission of the completed form.

In the COUNTY's reports of DBE participation to Caltrans, the COUNTY 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.

CONTRACTOR 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.

CONTRACTOR must provide written notification to the COUNTY at least 15 days in advance of each DBE's initial performance of work or supplying materials for the AGREEMENT. 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 AGREEMENT, CONTRACTOR 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

CONTRACTOR must monitor all DBE's performance of CUF by conducting quarterly evaluations and validations throughout their duration of work on the AGREEMENT t using the LAPM 9-J: DBE Commercially Useful Function Evaluation. CONTRACTOR must submit to the COUNTY these quarterly evaluations and validations by the 5th of the month for the previous three months of work.

CONTRACTOR must notify the COUNTY immediately if they believe the DBE may not be performing a CUF.

The COUNTY 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 COUNTY evaluations. The COUNTY must evaluate DBEs and their CUF performance throughout the duration of the AGREEMENT. The COUNTY will provide written notice to the CONTRACTOR and the DBE at least two (2) business days prior to any evaluation. The CONTRACTOR and the DBE must participate in the evaluation. Upon completing the evaluation, the COUNTY must share the evaluation results with the CONTRACTOR and the DBE. An evaluation could include items that must be remedied upon receipt. If the COUNTY determines the DBE is not performing a CUF, the CONTRACTOR must suspend performance of the noncompliant work.

CONTRACTOR and DBEs must submit any additional CUF related records and documents within five (5) business days of COUNTY'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 CONTRACTOR and/or the COUNTY determine that a listed DBE is not performing a CUF in performance of their DBE committed work, CONTRACTOR must immediately suspend performance of the noncompliant portion of the work. COUNTY may deny payment for the noncompliant portion of the work. COUNTY will ask the CONTRACTOR to submit a Corrective Action Plan (CAP) to the COUNTY within five (5) days of the noncompliant CUF determination. The CAP must identify how the CONTRACTOR will correct the noncompliance findings for the remaining portion of the DBE's work. COUNTY has five (5) days to review the CAP in conjunction with the CONTRACTOR's review. The CONTRACTOR must implement the CAP within five (5) days

of the COUNTY's approval. The COUNTY 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 AGREEMENT, CONTRACTOR 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. CONTRACTOR 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 contractors 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 subcontractor is decertified during the life of the AGREEMENT, the decertified subcontractor shall notify CONTRACTOR in writing with the date of decertification. If a subcontractor becomes a certified DBE during the life of the AGREEMENT, the subcontractor shall notify CONTRACTOR in writing with the date of certification. Any changes should be reported to COUNTY'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 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 CONTRACTOR must now submit Exhibit 9-P to the COUNTY administering the contract. If the CONTRACTOR does not make any payments to subcontractors, 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

(Choose either Option 1 or Option 2)

- (Option 1 – For AGREEMENT with a scope of services that may require the CONTRACTOR or subcontractor to work within the operating state or County Highway Right of Way; where there would be exposure to public traffic or construction operations.)

-
- A. Prior to commencement of the work described herein, CONTRACTOR shall furnish COUNTY a Certificate of Insurance stating that there is general comprehensive liability insurance presently in effect for CONTRACTOR 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 COUNTY.
 2. That COUNTY, its officers, agents, employees, and servants are included as additional insureds, but only insofar as the operations under this AGREEMENT are concerned.
 3. That COUNTY will not be responsible for any premiums or assessments on the policy.
- C. CONTRACTOR 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, CONTRACTOR 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 COUNTY. In the event CONTRACTOR fails to keep in effect at all times insurance coverage as herein provided, COUNTY may, in addition to any other remedies it may have, terminate this AGREEMENT upon occurrence of such event.

(Option 2 – For AGREEMENTS with a scope of services that will not require the Contractor or subcontractor to work within the operating State or County Highway Right of Way where there would be exposure to public traffic or construction Contractor operations.)
 CONTRACTOR is not required to show evidence of general comprehensive liability insurance.

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 AGREEMENTS were executed after that determination was made.
- B. This AGREEMENT is valid and enforceable only if sufficient funds are made available to COUNTY 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 COUNTY 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. COUNTY 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. CONTRACTOR shall only commence work covered by an amendment after the amendment is

executed and notification to proceed has been provided by COUNTY's Contract Administrator.

- C. There shall be no change in CONTRACTOR'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 COUNTY's Contract Administrator.

Article XXI Contingent Fee

CONTRACTOR 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 CONTRACTOR for the purpose of securing business. For breach or violation of this warranty, COUNTY 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 XXII 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.

(Choose either Option 1 or Option 2)

(Option 1- Use paragraphs A through C below for all AGREEMENTs without PS&E submittal)

- A. Any dispute, other than audit, concerning a question of fact arising under this AGREEMENT that is not disposed of by agreement shall be decided by a committee consisting of COUNTY's Contract Administrator and _____, who may consider written or verbal information submitted by CONTRACTOR.
- B. Not later than thirty (30) calendar days after completion of all work under the contract, CONTRACTOR may request review by COUNTY Governing Board of unresolved claims or disputes, other than audit. The request for review will be submitted in writing.
- C. Neither the pendency of a dispute, nor its consideration by the committee will excuse CONTRACTOR from full and timely performance in accordance with the terms of this AGREEMENT.

(Option 2 – Replace Paragraph B, above, with the following for AGREEMENTS requiring the submission of PS&E)

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

Article XXIV Inspection of Work

CONTRACTOR and any subcontractor shall permit COUNTY, 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. CONTRACTOR shall comply with OSHA regulations applicable to CONTRACTOR regarding necessary safety equipment or procedures. CONTRACTOR shall comply with safety instructions issued by COUNTY Safety Officer and other COUNTY representatives. CONTRACTOR 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, COUNTY has determined that such areas are within the limits of the project and are open to public traffic. CONTRACTOR shall comply with all of the requirements set forth in Divisions 11, 12, 13, 14, and 15 of the Vehicle Code. CONTRACTOR 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.

(Add the following paragraph to all AGREEMENTS which may require trenching of five (5) feet or deeper)

- D. CONTRACTOR 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 CONTRACTOR under this AGREEMENT shall become the property of COUNTY, and CONTRACTOR shall have no property right therein whatsoever. Immediately upon termination, COUNTY shall be entitled to, and CONTRACTOR shall deliver to COUNTY, 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 CONTRACTOR in performing this AGREEMENT which is not CONTRACTOR's privileged information, as defined by law, or CONTRACTOR's personnel information, along with all other property belonging exclusively to COUNTY which is in CONTRACTOR'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 COUNTY.
- 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 CONTRACTOR hereunder to be work made for hire. CONTRACTOR 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 COUNTY without restriction or limitation upon its use or dissemination by COUNTY.
- C. Nothing herein shall constitute or be construed to be any representation by CONTRACTOR that the work product is suitable in any way for any other project except the one detailed in this AGREEMENT. Any reuse by COUNTY for another project or project location shall be at COUNTY'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. COUNTY 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 County's Construction Contractor

- A. If claims are filed by COUNTY's construction contractor relating to work performed by CONTRACTOR's personnel, and additional information or assistance from CONTRACTOR's personnel is required in order to evaluate or defend against such claims; CONTRACTOR agrees to make its personnel available for consultation with COUNTY'S construction contract administration and legal staff and for testimony, if necessary, at depositions and at trial or arbitration proceedings.
- B. CONTRACTOR's personnel that COUNTY considers essential to assist in defending against construction contractor claims will be made available on reasonable notice from COUNTY. Consultation or testimony will be reimbursed at the same rates, including travel costs that are being paid for CONTRACTOR's personnel services under this AGREEMENT.
- C. Services of CONTRACTOR's personnel in connection with COUNTY'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 COUNTY's operations, which are designated confidential by COUNTY and made available to CONTRACTOR in order to carry out this AGREEMENT, shall be protected by CONTRACTOR from unauthorized use and disclosure.
- B. Permission to disclose information on one occasion, or public hearing held by COUNTY relating to the AGREEMENT, shall not authorize CONTRACTOR to further disclose such information, or disseminate the same on any other occasion.
- C. CONTRACTOR shall not comment publicly to the press or any other media regarding the contract or COUNTY's actions on the same, except to COUNTY's staff, CONTRACTOR's own personnel involved in the performance of this AGREEMENT, at public hearings or in response to questions from a Legislative committee.
- D. CONTRACTOR shall not issue any news release or public relations item of any nature, whatsoever, regarding work performed or to be performed under this contract without prior review of the contents thereof by COUNTY, and receipt of COUNTY's written permission.
- E. Any sub agreement entered into as a result of this AGREEMENT shall contain all of the provisions of this Article.

(For PS&E contracts, add paragraph F below, to paragraphs A through E above)

- F. All information related to the construction estimate is confidential and shall not be disclosed by CONTRACTOR to any entity other than COUNTY, Caltrans, and/or FHWA. All of the materials prepared or assembled by CONTRACTOR pursuant to performance of this AGREEMENT are

confidential and CONTRACTOR agrees that they shall not be made available to any individual or organization without the prior written approval of COUNTY or except by court order. If CONTRACTOR or any of its officers, employees, or subcontractors does voluntarily provide information in violation of this AGREEMENT, COUNTY has the right to reimbursement and indemnity from CONTRACTOR for any damages caused by CONTRACTOR 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 Section 10296, CONTRACTOR 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 CONTRACTOR within the immediately preceding two (2)-year period, because of CONTRACTOR's failure to comply with an order of a federal court that orders CONTRACTOR to comply with an order of the National Labor Relations Board.

Article XXX Evaluation of Contractor

CONTRACTOR's performance will be evaluated by COUNTY. A copy of the evaluation will be sent to CONTRACTOR 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 CONTRACTOR

The COUNTY shall make all project progress payments within 30 days after receipt of an undisputed and properly submitted payment request from CONTRACTOR. If COUNTY fails to pay promptly, the COUNTY shall pay interest to the CONTRACTOR, 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 COUNTY shall act in accordance with both of the following:

- (1) The COUNTY shall review each payment request as soon as feasible after receipt to verify it is a proper payment request.
- (2) The COUNTY must return any payment request deemed improper by the COUNTY to the CONTRACTOR 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 CONTRACTOR must now submit Exhibit 9-P to the COUNTY administering the AGREEMENT by the 15th of the month following the month of any payment(s). If the CONTRACTOR 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 COUNTY 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 COUNTY 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 CONTRACTOR.

ARTICLE XXXII TITLE VI ASSURANCES

APPENDICES A-E of the TITLE VI ASSURANCES

[The United States (US) Department of Transportation (DOT) Order No. 1050.2A requires all federal-aid DOT contracts between an agency and a CONTRACTOR to contain Appendices A and E of the Title VI Assurances. Include Appendices B, C, and D if applicable as shown below. In addition, the CONTRACTOR 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 AGREEMENT.

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

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 COUNTY 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 CONTRACTOR) agrees as follows:

- a. Compliance with Regulations: CONTRACTOR 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: CONTRACTOR, 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. CONTRACTOR 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 CONTRACTOR 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 CONTRACTOR of the CONTRACTOR's obligations under this Agreement and the Regulations relative to nondiscrimination on the grounds of race, color, or national origin.

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- d. Information and Reports: CONTRACTOR 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 CONTRACTOR is in the exclusive possession of another who fails or refuses to furnish this information, CONTRACTOR shall so certify to the recipient or FHWA as appropriate and shall set forth what efforts CONTRACTOR has made to obtain the information.
 - e. Sanctions for Noncompliance: In the event of CONTRACTOR'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 CONTRACTOR 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: CONTRACTOR 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.

CONTRACTOR 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 CONTRACTOR becomes involved in, or is threatened with, litigation with a sub-applicant or supplier as a result of such direction, CONTRACTOR may request the recipient enter into such litigation to protect the interests of the State, and, in addition, CONTRACTOR 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 US DOT 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 US DOT in accordance and in compliance with all requirements imposed by Title 49, Code of Federal Regulations, US DOT, Subtitle A, Office of the Secretary, Part 21, Non-discrimination in Federally-assisted programs of the US DOT 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 US DOT 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, US DOT, Subtitle A, Office of the Secretary, Part 21, Non-discrimination in Federally-assisted programs of the US DOT, 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 US DOT 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 US DOT 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 THEACTIVITY, 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 AGREEMENT, the CONTRACTOR, for itself, its assignees, and successors in interest (hereinafter referred to as the “CONTRACTOR”) agrees to comply with the following nondiscrimination 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:

CONTRACTOR: _____
 _____, Project Manager

COUNTY: _____
 _____, Contract Administrator

ARTICLE XXXIII AGREEMENT

The two (2) parties to this AGREEMENT, who are the before named CONTRACTOR and the COUNTY, hereby agree that this AGREEMENT constitutes the entire AGREEMENT which is made and concluded in duplicate between the two (2) 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 XXXIV SIGNATURES

COUNTY

CONTRACTOR

(Signature)

(Signature)

(Print Name and Title)

(Print Name and Title)

Date

Date

CALTRANS LOCAL ASSISTANCE PROCEDURES MANUAL FORMS

The following forms can be viewed and downloaded in fillable format at:
<https://dot.ca.gov/programs/local-assistance/forms/local-assistance-procedures-manual-forms>.

EXHIBIT 10-H1 COST PROPOSAL Page 1 of 3

COST-PLUS-FIXED FEE OR LUMP SUM OR FIRM FIXED PRICE CONTRACTS

(DESIGN, ENGINEERING AND ENVIRONMENTAL STUDIES)

Note: Mark-ups are Not Allowed Prime Consultant Subconsultant 2nd Tier Subconsultant

Consultant _____

Project No. _____ Contract No. _____ Date _____

DIRECT LABOR

Classification/Title	Name	Hours	Actual Hourly Rate	Total
(Project Manager)*	_____	_____	\$ _____	\$ _____
(Sr. Civil Engineer)	_____	_____	\$ _____	\$ _____
(Envir. Scientist)	_____	_____	\$ _____	\$ _____
(Inspector)**	_____	_____	\$ _____	\$ _____

LABOR COSTS

- a) Subtotal Direct Labor Costs \$ _____
- b) Anticipated Salary Increases (see page 2 for calculation) \$ _____
- c) **TOTAL DIRECT LABOR COSTS [(a) + (b)]** \$ _____

INDIRECT COSTS

- d) Fringe Benefits (Rate: _____%) e) Total Fringe Benefits [(c) x (d)] \$ _____
- f) Overhead (Rate: _____%) g) Overhead [(c) x (f)] \$ _____
- h) General and Administrative (Rate: _____%) i) Gen & Admin [(c) x (h)] \$ _____
- j) **TOTAL INDIRECT COSTS [(e) + (g) + (i)]** \$ _____

FIXED FEE

- k) **TOTAL FIXED FEE [(c) + (j)] x fixed fee _____%** \$ _____

l) CONSULTANT'S OTHER DIRECT COSTS (ODC) – ITEMIZE (Add additional pages if necessary)

Description of Item	Quantity	Unit	Unit Cost	Total
Mileage Costs			\$	\$
Equipment Rental and Supplies			\$	\$
Permit Fees			\$	\$
Plan Sheets			\$	\$
Test			\$	\$

- l) **TOTAL OTHER DIRECT COSTS** \$ _____

m) SUBCONSULTANTS' COSTS (Add additional pages if necessary)

- Subconsultant 1: _____ \$ _____
- Subconsultant 2: _____ \$ _____
- Subconsultant 3: _____ \$ _____
- Subconsultant 4: _____ \$ _____

- m) **TOTAL SUBCONSULTANTS' COSTS** \$ _____

- n) **TOTAL OTHER DIRECT COSTS INCLUDING SUBCONSULTANTS [(l)+(m)]** \$ _____

- TOTAL COST [(c) + (j) + (k) + (n)]** \$ _____

NOTES:

- 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.
- The cost proposal format shall not be amended. 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.
- Anticipated salary increases calculation (page 2) must accompany.

EXHIBIT 10-H1 COST PROPOSAL Page 2 of 3

COST-PLUS-FIXED FEE OR LUMP SUM OR FIRM FIXED PRICE CONTRACTS

(CALCULATIONS FOR ANTICIPATED SALARY INCREASES)

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
\$250,000.00	5000		\$50.00	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	\$50.00	+	2%	=	\$51.00	Year 2 Avg Hourly Rate
Year 2	\$51.00	+	2%	=	\$52.02	Year 3 Avg Hourly Rate
Year 3	\$52.02	+	2%	=	\$53.06	Year 4 Avg Hourly Rate
Year 4	\$53.06	+	2%	=	\$54.12	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	20.0%	*	5000	=	1000	Estimated Hours Year 1
Year 2	40.0%	*	5000	=	2000	Estimated Hours Year 2
Year 3	15.0%	*	5000	=	750	Estimated Hours Year 3
Year 4	15.0%	*	5000	=	750	Estimated Hours Year 4
Year 5	10.0%	*	5000	=	500	Estimated Hours Year 5
Total	100%		Total	=	5000	

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	\$50.00	*	1000	=	\$50,000.00	Estimated Hours Year 1
Year 2	\$51.00	*	2000	=	\$102,000.00	Estimated Hours Year 2
Year 3	\$52.02	*	750	=	\$39,015.00	Estimated Hours Year 3
Year 4	\$53.06	*	750	=	\$39,795.30	Estimated Hours Year 4
Year 5	\$54.12	*	500	=	\$27,060.80	Estimated Hours Year 5
	Total Direct Labor Cost with Escalation			=	\$257,871.10	
	Direct Labor Subtotal before Escalation			=	\$250,000.00	
	Estimated total of Direct Labor Salary Increase			=	\$7,871.10	Transfer to Page 1

NOTES:

1. This is not the only way to estimate salary increases. Other methods will be accepted if they clearly indicate the % increase, the # of years of the contract, and a breakdown of the labor to be performed each year.
2. An estimation that is based on direct labor multiplied by salary increase % multiplied by the # of years is not acceptable. (i.e. \$250,000 x 2% x 5 yrs = \$25,000 is not an acceptable methodology)
3. This assumes that one year will be worked at the rate on the cost proposal before salary increases are granted.
4. Calculations for anticipated salary escalation must be provided.

EXHIBIT 10-H1 COST PROPOSAL Page 3 of 3

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: _____ Title *: _____

Signature: _____ Date of Certification (mm/dd/yyyy): _____

Email: _____ Phone Number: _____

Address: _____

*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:

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 _____ Prime Consultant Subconsultant 2nd Tier Subconsultant

Project No. _____ Contract No. _____ Participation Amount \$ _____ Date _____

For Combined Rate	Fringe Benefit % + General & Administrative %	=	Combined ICR%
OR			
For Home Office Rate	Fringe Benefit % + General & Administrative %	=	Home Office ICR%
For Field Office Rate	Fringe Benefit % + General & Administrative %	=	Field Office ICR%

Fee	=	%
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BILLING INFORMATION

CALCULATION INFORMATION

Name/Job Title/Classification ¹	Hourly Billing Rates ²			Effective Date of Hourly Rate		Actual or Avg. Hourly Rate ⁴	% or \$ Increase	Hourly Range - for Classifications Only
	Straight ³	OT (1.5x)	OT(2x)	From	To			
John Doe – Project Manager * Civil Engineer II	\$0.00	\$0.00	\$0.00	01/01/2016	12/31/2016	\$0.00		Not Applicable
	\$0.00	\$0.00	\$0.00	01/01/2017	12/31/2017	\$0.00	0.0%	
	\$0.00	\$0.00	\$0.00	01/01/2018	12/31/2018	\$0.00	0.0%	
Sue Jones – Construction Engineer/Inspector Engineer I	\$0.00	\$0.00	\$0.00	01/01/2016	12/31/2016	\$0.00		Not Applicable
	\$0.00	\$0.00	\$0.00	01/01/2017	12/31/2017	\$0.00	0.0%	
	\$0.00	\$0.00	\$0.00	01/01/2018	12/31/2018	\$0.00	0.0%	
Buddy Black – Claims Engineer Engineer III	\$0.00	\$0.00	\$0.00	01/01/2016	12/31/2016	\$0.00		Not Applicable
	\$0.00	\$0.00	\$0.00	01/01/2017	12/31/2017	\$0.00	0.0%	
	\$0.00	\$0.00	\$0.00	01/01/2018	12/31/2018	\$0.00	0.0%	
Land Surveyor **	\$0.00	\$0.00	\$0.00	01/01/2016	12/31/2016	\$0.00		\$00 - \$00
	\$0.00	\$0.00	\$0.00	01/01/2017	12/31/2017	\$0.00	0.0%	\$00 - \$00
	\$0.00	\$0.00	\$0.00	01/01/2018	12/31/2018	\$0.00	0.0%	\$00 - \$00
Technician	\$0.00	\$0.00	\$0.00	01/01/2016	12/31/2016	\$0.00		\$00 - \$00
	\$0.00	\$0.00	\$0.00	01/01/2017	12/31/2017	\$0.00	0.0%	\$00 - \$00
	\$0.00	\$0.00	\$0.00	01/01/2018	12/31/2018	\$0.00	0.0%	\$00 - \$00

(Add pages as necessary)

Local Assistance Procedures Manual

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.

EXHIBIT 10-H2 COST PROPOSAL Page 2 of 3

SPECIFIC RATE OF COMPENSATION (USE FOR ON-CALL OR AS-NEEDED CONTRACTS)
 (CONSTRUCTION ENGINEERING AND INSPECTION CONTRACTS)

Consultant _____ Prime Consultant Subconsultant

Project No. _____ Contract No. _____ Date _____

SCHEDULE OF OTHER DIRECT COST ITEMS (Add additional pages as necessary)				
Description of Item	Quantity	Unit	Unit Cost	Total
Mileage Costs			\$	\$
Equipment Rental and Supplies			\$	\$
Permit Fees			\$	\$
Plan Sheets			\$	\$
Test			\$	\$
Vehicle			\$	\$
Subconsultant 1:				\$
Subconsultant 2:				\$
Subconsultant 3:				\$
Subconsultant 4:				\$
Subconsultant 5:				\$

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 related 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.

EXHIBIT 10-H2 COST PROPOSAL Page 3 of 3

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.

Prime Consultant or Subconsultant Certifying:

Name: _____ Title *: _____

Signature: _____ Date of Certification (mm/dd/yyyy): _____

Email: _____ Phone Number: _____

Address: _____

* 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:

EXHIBIT 10-H3 COST PROPOSAL Page 1 of 2

COST PER UNIT OF WORK CONTRACTS
(GEOTECHNICAL AND MATERIAL TESTING)

Note: Mark-ups are Not Allowed

Prime Consultant Subconsultant 2nd Tier Subconsultant

Consultant _____

Project No. _____ Contract No. _____ Date _____

Unit/Item of Work:

(Example: Log of Test Boring for Soils Report, or ADL Testing for Hazardous Waste Material Study)

Include as many Items as necessary.

DIRECT LABOR	Hours	Billing Hourly Rate (\$)	Total (\$)
Professional (Classification)*	_____	_____	_____
Sub-professional/Technical**	_____	_____	_____
EQUIPMENT 1 (with Operator)	_____	_____	_____
EQUIPMENT 2 (with Operator)	_____	_____	_____

Consultant's Other Direct Costs (ODC) – Itemize:

Description of Item	Quantity	Unit	Unit Cost	Total
ODC Example: Travel/Mileage Costs			\$	\$
ODC Example: Mobilization/De-mobilization			\$	\$
ODC Example: Supplies/Consumables			\$	\$
ODC Example: Report			\$	\$
ODC (List more ODCs as applicable)			\$	\$
Subconsultant 1:				\$
Subconsultant 2:				\$
Subconsultant 3:				\$
Subconsultant 4:				\$
Subconsultant 5:				\$

Note: Attach additional pages if necessary.

TOTAL COST PER UNIT OF WORK \$ _____

NOTES:

- 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. The cost proposal format shall not be amended.
- Hourly billing rates should include prevailing wage rates and be consistent with publicly advertised rates charged to all clients (Commercial, Private or Public).
- Mobilization/De-mobilization is based on site location and number and frequency of tests/items.
- ODC items shall be based on actual costs and supported by historical data and other documentation.
- ODC items that would be considered "tools of the trade" are not reimbursable.
- Billing Hourly Rates must be actual, allowable, and reasonable.

EXHIBIT 10-H3 COST PROPOSAL Page 2 of 2

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 Regulation 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.

Prime Consultant or Subconsultant Certifying:

Name: _____ Title*: _____

Signature: _____ Date of Certification (mm/dd/yyyy): _____

Email: _____ Phone Number: _____

Address: _____

* 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:

**EXHIBIT 10-K CONSULTANT ANNUAL CERTIFICATION OF
INDIRECT COSTS AND FINANCIAL MANAGEMENT SYSTEM**

(Note: If a Safe Harbor Indirect Cost Rate is approved, this form is not required.)

Consultant's Full Legal Name: _____

Important: Consultant means the individual or consultant providing engineering and design related services as a party of a contract with a recipient or sub-recipient of Federal assistance. Therefore, the Indirect Cost Rate(s) shall not be combined with its parent company or subsidiaries.

Indirect Cost Rate:

Combined Rate _____ % OR

Home Office Rate _____ % and Field Office Rate (if applicable) _____ %

Facilities Capital Cost of Money _____ % (if applicable)

Fiscal period * _____

* Fiscal period is annual one year applicable accounting period that the Indirect Cost Rate was developed (not the contract period). The Indirect Cost Rate is based on the consultant's one-year applicable accounting period for which financial statements are regularly prepared by the consultant.

I have reviewed the proposal to establish an Indirect Cost Rate(s) for the fiscal period as specified above and have determined to the best of my knowledge and belief that:

- All costs included in the cost proposal to establish the indirect cost rate(s) are allowable in accordance with the cost principles of the Federal Acquisition Regulation (FAR) 48, Code of Federal Regulations (CFR), Chapter 1, Part 31 (48 CFR Part 31);
- The cost proposal does not include any costs which are expressly unallowable under the cost principles of 48 CFR Part 31;
- The accounting treatment and billing of prevailing wage delta costs are consistent with our prevailing wage policy as either direct labor, indirect costs, or other direct costs on all federally-funded A&E Consultant Contracts.
- All known material transactions or events that have occurred subsequent to year-end affecting the consultant's ownership, organization, and indirect cost rates have been disclosed as of the date of this certification.

I am providing the required and applicable documents as instructed on Exhibit 10-A.

Financial Management System:

Our labor charging, job costing, and accounting systems meet the standards for financial reporting, accounting records, and internal control adequate to demonstrate that costs claimed have been incurred, appropriately accounted for, are allocable to the contract, and comply with the federal requirements as set forth in [Title 23 United States Code \(U.S.C.\) Section 112\(b\)\(2\)](#); [48 CFR Part 31.201-2\(d\)](#); [23 CFR, Chapter 1, Part 172.11\(a\)\(2\)](#); and all applicable state and federal rules and regulations.

Our financial management system has the following attributes:

- Account numbers identifying allowable direct, indirect, and unallowable cost accounts;
- Ability to accumulate and segregate allowable direct, indirect, and unallowable costs into separate cost

Consultant Annual Certification of Indirect Costs and Financial Management System

accounts;

- Ability to accumulate and segregate allowable direct costs by project, contract and type of cost;
- Internal controls to maintain integrity of financial management system;
- Ability to account and record costs consistently and to ensure costs billed are in compliance with FAR;
- Ability to ensure and demonstrate costs billed reconcile to general ledgers and job costing system; and
- Ability to ensure costs are in compliance with contract terms and federal and state requirement

Cost Reimbursements on Contracts:

I also understand that failure to comply with 48 CFR Part 16.301-3 or knowingly charge unallowable costs to Federal-Aid Highway Program (FAHP) contracts may result in possible penalties and sanctions as provided by the following:

- Sanctions and Penalties - [23 CFR Part 172.11\(c\)\(4\)](#)
- False Claims Act - [Title 31 U.S.C. Sections 3729-3733](#)
- Statements or entries generally - [Title 18 U.S.C. Section 1001](#)
- Major Fraud Act - [Title 18 U.S.C. Section 1031](#)

All A&E Contract Information:

- Total participation amount \$ _____ on all State and FAHP contracts for Architectural & Engineering services that the consultant received in the last three fiscal periods.
- The number of states in which the consultant does business is _____.
- Years of consultant's experience with 48 CFR Part 31 is _____.
- Audit history of the consultant's current and prior years (if applicable)

<input type="checkbox"/> Cognizant ICR Audit	<input type="checkbox"/> Local Gov't ICR Audit	<input type="checkbox"/> Caltrans ICR Audit
<input type="checkbox"/> CPA ICR Audit	<input type="checkbox"/> Federal Gov't ICR Audit	

I, the undersigned, certify all of the above to the best of my knowledge and belief and that I have reviewed the Indirect Cost Rate Schedule to determine that any costs which are expressly unallowable under the Federal cost principles have been removed and comply with [Title 23 U.S.C. Section 112\(b\)\(2\)](#), [48 CFR Part 31](#), [23 CFR Part 172](#), and all applicable state and federal rules and regulations. I also certify that I understand that all documentation of compliance must be retained by the consultant. I hereby acknowledge that costs that are noncompliant with the federal and state requirements are not eligible for reimbursement and must be returned to Caltrans.

Name**: _____ Title**: _____
 Signature: _____ Date of Certification (mm/dd/yyyy): _____
 Email**: _____ Phone Number**: _____

**An individual executive or financial officer of the consultant's or subconsultant's organization at a level no lower than a Vice President, a Chief Financial Officer, or equivalent, who has authority to represent the financial information used to establish the indirect cost rate.

Note: Both prime and subconsultants as parties of a contract must complete their own Exhibit 10-K forms. Caltrans will not process local agency's invoices until a complete Exhibit 10-K form is accepted and approved by Caltrans Audits and Investigations.

Distribution: 1) Original - Local Agency Project File
 2) Copy - Consultant
 3) Copy - Caltrans Audits and Investigations

Reset Form

EXHIBIT 10-01 CONSULTANT PROPOSAL DBE COMMITMENT

1. Local Agency: _____ 2. Contract DBE Goal: _____
 3. Project Description: _____
 4. Project Location: _____
 5. Consultant's Name: _____ 6. Prime Certified DBE:

7. Description of Work, Service, or Materials Supplied	8. DBE Certification Number	9. DBE Contact Information	10. DBE %
Local Agency to Complete this Section		11. TOTAL CLAIMED DBE PARTICIPATION	%
17. Local Agency Contract Number: _____ 18. Federal-Aid Project Number: _____ 19. Proposed Contract Execution Date: _____ 20. Consultant's Ranking after Evaluation: _____ Local Agency certifies that all DBE certifications are valid and information on this form is complete and accurate. _____ _____ _____	IMPORTANT: Identify all DBE firms being claimed for credit, regardless of tier. Written confirmation of each listed DBE is required. 12. Preparer's Signature _____ 13. Date _____ 14. Preparer's Name _____ 15. Phone _____ 16. Preparer's Title _____		

DISTRIBUTION: Original – Included with consultant's proposal to local agency.

ADA Notice: For individuals with sensory disabilities, this document is available in alternate formats. For information call (916) 654-6410 or TDD (916) 654-3880 or write Records and Forms Management, 1120 N Street, MS-89, Sacramento, CA 95814.

INSTRUCTIONS – CONSULTANT PROPOSAL DBE COMMITMENT**CONSULTANT SECTION**

1. **Local Agency** - Enter the name of the local or regional agency that is funding the contract.
2. **Contract DBE Goal** - Enter the contract DBE goal percentage as it appears on the project advertisement.
3. **Project Location** - Enter the project location as it appears on the project advertisement.
4. **Project Description** - Enter the project description as it appears on the project advertisement (Bridge Rehab, Seismic Rehab, Overlay, Widening, etc.).
5. **Consultant's Name** - Enter the consultant's firm name.
6. **Prime Certified DBE** - Check box if prime contractor is a certified DBE.
7. **Description of Work, Services, or Materials Supplied** - Enter description of work, services, or materials to be provided. Indicate all work to be performed by DBEs including work performed by the prime consultant's own forces, if the prime is a DBE. If 100% of the item is not to be performed or furnished by the DBE, describe the exact portion to be performed or furnished by the DBE. See LAPM Chapter 9 to determine how to count the participation of DBE firms.
8. **DBE Certification Number** - Enter the DBE's Certification Identification Number. All DBEs must be certified on the date bids are opened.
9. **DBE Contact Information** - Enter the name, address, and phone number of all DBE subcontracted consultants. Also, enter the prime consultant's name and phone number, if the prime is a DBE.
10. **DBE %** - Percent participation of work to be performed or service provided by a DBE. Include the prime consultant if the prime is a DBE. See LAPM Chapter 9 for how to count full/partial participation.
11. **Total Claimed DBE Participation %** - Enter the total DBE participation claimed. If the total % claimed is less than item "Contract DBE Goal," an adequately documented Good Faith Effort (GFE) is required (see Exhibit 15-H DBE Information - Good Faith Efforts of the LAPM).
12. **Preparer's Signature** - The person completing the DBE commitment form on behalf of the consultant's firm must sign their name.
13. **Date** - Enter the date the DBE commitment form is signed by the consultant's preparer.
14. **Preparer's Name** - Enter the name of the person preparing and signing the consultant's DBE commitment form.
15. **Phone** - Enter the area code and phone number of the person signing the consultant's DBE commitment form.
16. **Preparer's Title** - Enter the position/title of the person signing the consultant's DBE commitment form.

LOCAL AGENCY SECTION

17. **Local Agency Contract Number** - Enter the Local Agency contract number or identifier.
18. **Federal-Aid Project Number** - Enter the Federal-Aid Project Number.
19. **Proposed Contract Execution Date** - Enter the proposed contract execution date.
20. **Consultant's Ranking after Evaluation** - Enter consultant's ranking after all submittals/consultants are evaluated. Use this as a quick comparison for evaluating most qualified consultant.
21. **Local Agency Representative's Signature** - The person completing this section of the form for the Local Agency must sign their name to certify that the information in this and the Consultant Section of this form is complete and accurate.
22. **Date** - Enter the date the DBE commitment form is signed by the Local Agency Representative.
23. **Local Agency Representative's Name** - Enter the name of the Local Agency Representative certifying the consultant's DBE commitment form.
24. **Phone** - Enter the area code and phone number of the person signing the consultant's DBE commitment form.
25. **Local Agency Representative Title** - Enter the position/title of the Local Agency Representative certifying the consultant's DBE commitment form.

EXHIBIT 10-O2 CONSULTANT CONTRACT DBE COMMITMENT

1. Local Agency: _____ 2. Contract DBE Goal: _____
 3. Project Description: _____
 4. Project Location: _____
 5. Consultant's Name: _____ 6. Prime Certified DBE: 7. Total Contract Award Amount: _____
 8. Total Dollar Amount for ALL Subconsultants: _____ 9. Total Number of ALL Subconsultants: _____

10. Description of Work, Service, or Materials Supplied	11. DBE Certification Number	12. DBE Contact Information	13. DBE Dollar Amount
Local Agency to Complete this Section			\$
20. Local Agency Contract Number: _____ 21. Federal-Aid Project Number: _____ 22. Contract Execution Date: _____	14. TOTAL CLAIMED DBE PARTICIPATION		%
Local Agency certifies that all DBE certifications are valid and information on this form is complete and accurate.			IMPORTANT: Identify all DBE firms being claimed for credit, regardless of tier. Written confirmation of each listed DBE is required.
23. Local Agency Representative's Signature _____	24. Date _____	15. Preparer's Signature _____	16. Date _____
25. Local Agency Representative's Name _____	26. Phone _____	17. Preparer's Name _____	18. Phone _____
27. Local Agency Representative's Title _____		19. Preparer's Title _____	

DISTRIBUTION: 1. Original – Local Agency
 2. Copy – Caltrans District Local Assistance Engineer (DLAE). Failure to submit to DLAE within 30 days of contract execution may result in de-obligation of federal funds on contract.

ADA Notice: For individuals with sensory disabilities, this document is available in alternate formats. For information call (916) 654-6410 or TDD (916) 654-3880 or write Records and Forms Management, 1120 N Street, MS-89, Sacramento, CA 95814.

INSTRUCTIONS – CONSULTANT CONTRACT DBE COMMITMENT

CONSULTANT SECTION

1. **Local Agency** - Enter the name of the local or regional agency that is funding the contract.
2. **Contract DBE Goal** - Enter the contract DBE goal percentage as it appears on the project advertisement.
3. **Project Description** - Enter the project description as it appears on the project advertisement (Bridge Rehab, Seismic Rehab, Overlay, Widening, etc).
4. **Project Location** - Enter the project location as it appears on the project advertisement.
5. **Consultant's Name** - Enter the consultant's firm name.
6. **Prime Certified DBE** - Check box if prime contractor is a certified DBE.
7. **Total Contract Award Amount** - Enter the total contract award dollar amount for the prime consultant.
8. **Total Dollar Amount for ALL Subconsultants** - Enter the total dollar amount for all subcontracted consultants. SUM = (DBEs + all Non-DBEs). Do not include the prime consultant information in this count.
9. **Total number of ALL subconsultants** - Enter the total number of all subcontracted consultants. SUM = (DBEs + all Non-DBEs). Do not include the prime consultant information in this count.
10. **Description of Work, Services, or Materials Supplied** - Enter description of work, services, or materials to be provided. Indicate all work to be performed by DBEs including work performed by the prime consultant's own forces, if the prime is a DBE. If 100% of the item is not to be performed or furnished by the DBE, describe the exact portion to be performed or furnished by the DBE. See LAPM Chapter 9 to determine how to count the participation of DBE firms.
11. **DBE Certification Number** - Enter the DBE's Certification Identification Number. All DBEs must be certified on the date bids are opened.
12. **DBE Contact Information** - Enter the name, address, and phone number of all DBE subcontracted consultants. Also, enter the prime consultant's name and phone number, if the prime is a DBE.
13. **DBE Dollar Amount** - Enter the subcontracted dollar amount of the work to be performed or service to be provided. Include the prime consultant if the prime is a DBE. See LAPM Chapter 9 for how to count full/partial participation.
14. **Total Claimed DBE Participation - \$**: Enter the total dollar amounts entered in the "DBE Dollar Amount" column. **%**: Enter the total DBE participation claimed ("Total Participation Dollars Claimed" divided by item "Total Contract Award Amount"). If the total % claimed is less than item "Contract DBE Goal," an adequately documented Good Faith Effort (GFE) is required (see Exhibit 15-H DBE Information - Good Faith Efforts of the LAPM).
15. **Preparer's Signature** - The person completing the DBE commitment form on behalf of the consultant's firm must sign their name.
16. **Date** - Enter the date the DBE commitment form is signed by the consultant's preparer.
17. **Preparer's Name** - Enter the name of the person preparing and signing the consultant's DBE commitment form.
18. **Phone** - Enter the area code and phone number of the person signing the consultant's DBE commitment form.
19. **Preparer's Title** - Enter the position/title of the person signing the consultant's DBE commitment form.

LOCAL AGENCY SECTION

20. **Local Agency Contract Number** - Enter the Local Agency contract number or identifier.
21. **Federal-Aid Project Number** - Enter the Federal-Aid Project Number.
22. **Contract Execution Date** - Enter the date the contract was executed.
23. **Local Agency Representative's Signature** - The person completing this section of the form for the Local Agency must sign their name to certify that the information in this and the Consultant Section of this form is complete and accurate.
24. **Date** - Enter the date the DBE commitment form is signed by the Local Agency Representative.
25. **Local Agency Representative's Name** - Enter the name of the Local Agency Representative certifying the consultant's DBE commitment form.
26. **Phone** - Enter the area code and phone number of the person signing the consultant's DBE commitment form.
27. **Local Agency Representative Title** - Enter the position/title of the Local Agency Representative certifying the consultant's DBE commitment form.

EXHIBIT 10-Q DISCLOSURE OF LOBBYING ACTIVITIES

COMPLETE THIS FORM TO DISCLOSE LOBBYING ACTIVITIES PURSUANT TO 31 U.S.C. 1352

<p>1. Type of Federal Action:</p> <p><input type="checkbox"/> a. contract <input type="checkbox"/> b. grant <input type="checkbox"/> c. cooperative agreement <input type="checkbox"/> d. loan <input type="checkbox"/> e. loan guarantee <input type="checkbox"/> f. loan insurance</p>	<p>2. Status of Federal Action:</p> <p><input type="checkbox"/> a. bid/offer/application <input type="checkbox"/> b. initial award <input type="checkbox"/> c. post-award</p>	<p>3. Report Type:</p> <p><input type="checkbox"/> a. initial <input type="checkbox"/> b. material change</p> <p>For Material Change Only: year _____ quarter _____ date of last report _____</p>
<p>4. Name and Address of Reporting Entity</p> <p><input type="checkbox"/> Prime <input type="checkbox"/> Subawardee Tier _____, if known</p> <p>Congressional District, if known _____</p>	<p>5. If Reporting Entity in No. 4 is Subawardee, Enter Name and Address of Prime:</p> <p>Congressional District, if known _____</p>	
<p>6. Federal Department/Agency:</p>	<p>7. Federal Program Name/Description:</p> <p>CFDA Number, if applicable _____</p>	
<p>8. Federal Action Number, if known:</p>	<p>9. Award Amount, if known:</p>	
<p>10. Name and Address of Lobby Entity (If individual, last name, first name, MI)</p> <p style="text-align: center;">(attach Continuation Sheet(s) if necessary)</p>	<p>11. Individuals Performing Services (including address if different from No. 10) (last name, first name, MI)</p> <p style="text-align: center;">(attach Continuation Sheet(s) if necessary)</p>	
<p>12. Amount of Payment (check all that apply)</p> <p>\$ _____ <input type="checkbox"/> actual <input type="checkbox"/> planned</p>	<p>14. Type of Payment (check all that apply)</p> <p><input type="checkbox"/> a. retainer <input type="checkbox"/> b. one-time fee <input type="checkbox"/> c. commission <input type="checkbox"/> d. contingent fee <input type="checkbox"/> e. deferred <input type="checkbox"/> f. other, specify _____</p>	
<p>13. Form of Payment (check all that apply):</p> <p><input type="checkbox"/> a. cash <input type="checkbox"/> b. in-kind; specify: nature _____ Value _____</p>		
<p>15. Brief Description of Services Performed or to be performed and Date(s) of Service, including officer(s), employee(s), or member(s) contacted, for Payment Indicated in Item 12:</p> <p style="text-align: center;">(attach Continuation Sheet(s) if necessary)</p>		
<p>16. Continuation Sheet(s) attached: Yes <input type="checkbox"/> No <input type="checkbox"/></p>		
<p>17. Information requested through this form is authorized by Title 31 U.S.C. Section 1352. This disclosure of lobbying reliance was placed by the tier above when his transaction was made or entered into. This disclosure is required pursuant to 31 U.S.C. 1352. This information will be reported to Congress semiannually and will be available for public inspection. Any person who fails to file the required disclosure shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.</p>		
		<p>Signature: _____ Print Name: _____ Title: _____ Telephone No.: _____ Date: _____</p>
<p>Federal Use Only:</p>		<p>Authorized for Local Reproduction Standard Form - LLL</p>

Standard Form LLL Rev. 04-28-06

Distribution: Orig- Local Agency Project Files

INSTRUCTIONS FOR COMPLETING EXHIBIT 10-Q DISCLOSURE OF LOBBYING ACTIVITIES

This disclosure form shall be completed by the reporting entity, whether subawardee or prime federal recipient at the initiation or receipt of covered federal action or a material change to previous filing pursuant to title 31 U.S.C. Section 1352. The filing of a form is required for such payment or agreement to make payment to lobbying entity 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 a covered federal action. Attach a continuation sheet for additional information if the space on the form is inadequate. Complete all items that apply for both the initial filing and material change report. Refer to the implementing guidance published by the Office of Management and Budget for additional information.

1. Identify the type of covered federal action for which lobbying activity is or has been secured to influence, the outcome of a covered federal action.
2. Identify the status of the covered federal action.
3. Identify the appropriate classification of this report. If this is a follow-up report caused by a material change to the information previously reported, enter the year and quarter in which the change occurred. Enter the date of the last, previously submitted report by this reporting entity for this covered federal action.
4. Enter the full name, address, city, state, and zip code of the reporting entity. Include Congressional District if known. Check the appropriate classification of the reporting entity that designates if it is or expects to be a prime or subaward recipient. Identify the tier of the subawardee, e.g., the first subawardee of the prime is the first tier. Subawards include but are not limited to: subcontracts, subgrants, and contract awards under grants.
5. If the organization filing the report in Item 4 checks "Subawardee" then enter the full name, address, city, state, and zip code of the prime federal recipient. Include Congressional District, if known.
6. Enter the name of the federal agency making the award or loan commitment. Include at least one organization level below agency name, if known. For example, Department of Transportation, United States Coast Guard.
7. Enter the federal program name or description for the covered federal action (item 1). If known, enter the full Catalog of Federal Domestic Assistance (CFDA) number for grants, cooperative agreements, loans and loan commitments.
8. Enter the most appropriate federal identifying number available for the federal action identification in item 1 (e.g., Request for Proposal (RFP) number, Invitation for Bid (IFB) number, grant announcement number, the contract grant or loan award number, the application/proposal control number assigned by the federal agency). Include prefixes, e.g., "RFP-DE-90-001."
9. For a covered federal action where there has been an award or loan commitment by the Federal agency, enter the federal amount of the award/loan commitments for the prime entity identified in item 4 or 5.
10. Enter the full name, address, city, state, and zip code of the lobbying entity engaged by the reporting entity identified in Item 4 to influence the covered federal action.
11. Enter the full names of the individual(s) performing services and include full address if different from 10 (a). Enter Last Name, First Name and Middle Initial (MI).
12. Enter the amount of compensation paid or reasonably expected to be paid by the reporting entity (Item 4) to the lobbying entity (Item 10). Indicate whether the payment has been made (actual) or will be made (planned). Check all boxes that apply. If this is a material change report, enter the cumulative amount of payment made or planned to be made.
13. Check all boxes that apply. If payment is made through an in-kind contribution, specify the nature and value of the in-kind payment.
14. Check all boxes that apply. If other, specify nature.
15. Provide a specific and detailed description of the services that the lobbyist has performed or will be expected to perform and the date(s) of any services rendered. Include all preparatory and related activity not just time spent in actual contact with federal officials. Identify the federal officer(s) or employee(s) contacted or the officer(s) employee(s) or Member(s) of Congress that were contacted.
16. Check whether or not a continuation sheet(s) is attached.
17. The certifying official shall sign and date the form, and print his/her name title and telephone number.

Public reporting burden for this collection of information is estimated to average 30-minutes per response, including time for reviewing instruction, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding the burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden, to the Office of Management and Budget, Paperwork Reduction Project (0348-0046), Washington, D.C. 20503. SF-LLL-Instructions Rev. 06-04

**LOCAL ASSISTANCE PROCEDURES MANUAL
EXHIBIT 15-H: PROPOSER/CONTRACTOR GOOD FAITH EFFORTS**

Cost Proposal Due Date _____ PE/CE
Federal-aid Project No(s). _____ Bid Opening Date _____ CON

The County of Monterey established a Disadvantaged Business Enterprise (DBE) goal of ____% for this contract. The information provided herein shows the required good faith efforts to meet or exceed the DBE contract goal.

Proposers or bidders submit the following information to document their good faith efforts within five (5) calendar days from cost proposal due date or bid opening. Proposers and bidders are recommended to submit the following information even in the Exhibit 10-O1: Consultant Proposal DBE Commitments or Exhibit 15-G: Construction Contract DBE Commitment indicate that the proposer or bidder has met the DBE goal. This form protects the proposer’s or bidder’s eligibility for award of the contract if the administering agency determines that the bidder failed to meet the goal for various reasons, e.g., a DBE firm was not certified at bid opening, or the bidder made a mathematical error.

The following items are listed in the Section entitled “Submission of DBE Commitment” of the Special Provisions, **please attach additional sheets as needed:**

- A. The names and dates of each publication in which a request for DBE participation for this project was placed by the bidder (please attach copies of advertisements or proofs of publication):

Publications	Dates of Advertisement

- B. The names and dates of written notices sent to certified DBEs soliciting bids for this project and the dates and methods used for following up initial solicitations to determine with certainty whether the DBEs were interested (please attach copies of solicitations, telephone records, fax confirmations, etc.):

Names of DBEs Solicited	Date of Initial Solicitation	Follow Up Methods and Dates

C. The items of work made available to DBE firms including those unbundled contract work items into economically feasible units to facilitate DBE participation. It is the bidder's responsibility to demonstrate that sufficient work to facilitate DBE participation in order to meet or exceed the DBE contract goal.

Items of Work	Proposer or Bidder Normally Performs Item (Y/N)	Breakdown of Items	Amount (\$)	Percentage of Contract

D. The names, addresses and phone numbers of rejected DBE firms, the reasons for the bidder's rejection of the DBEs, the firms selected for that work (please attach copies of quotes from the firms involved), and the price difference for each DBE if the selected firm is not a DBE:

Names, addresses and phone numbers of rejected DBEs and the reasons for the bidder's rejection of the DBEs:

Names, addresses and phone numbers of firms selected for the work above:

E. Efforts (e.g. in advertisements and solicitations) made to assist interested DBEs in obtaining information related to the plans, specifications and requirements for the work which was provided to DBEs:

F. Efforts (e.g. in advertisements and solicitations) made to assist interested DBEs in obtaining bonding, lines of credit or insurance, necessary equipment, supplies, materials, or related assistance or services, excluding supplies and equipment the DBE subcontractor purchases or leases from the prime contractor or its affiliate:

**EXHIBIT C – INCORPORATION OF RFQ #10914, ADDENDUM NO. 1 TO RFQ #10914
AND STATEMENT OF QUALIFICATIONS DOCUMENTS**

The County of Monterey invited submittals to Request for Qualifications (RFQ) through RFQ #10914, On-Call Construction Management Services for Various Construction Projects located in the County of Monterey, California. GFT Infrastructure, Inc. submitted a responsive and responsible Statement of Qualifications to perform the services listed in RFQ #10914.

RFQ #10914, Addendum No. 1 to RFQ #10914, and the Statement of Qualifications submitted by GFT Infrastructure, Inc., on file with the Department of Public Works, Facilities and Parks, are hereby incorporated into the Agreement by this reference.

Attachment B

**COUNTY OF MONTEREY AGREEMENT FOR PROFESSIONAL SERVICES
WITH SURVEYORS, ARCHITECTS, ENGINEERS & DESIGN PROFESSIONALS**

This Professional Services Agreement (“Agreement”) is made by and between the County of Monterey, a political subdivision of the State of California (hereinafter “County”) and:
Harris & Associates, Inc. _____,
(hereinafter “CONTRACTOR”).

In consideration of the mutual covenants and conditions set forth in this Agreement, the parties agree as follows:

1. **SERVICES TO BE PROVIDED.** The County hereby engages CONTRACTOR to perform, and CONTRACTOR hereby agrees to perform, the services described in **Exhibit A** in conformity with the terms of this Agreement. The services are generally described as follows:
Provide on-call construction management services for various construction projects located in the County of Monterey, Request for Qualifications (RFQ) #10914
2. **PAYMENTS BY COUNTY.** County shall pay the CONTRACTOR in accordance with the payment provisions set forth in **Exhibit A**, subject to the limitations set forth in this Agreement. The total amount payable by County to CONTRACTOR under this Agreement shall not exceed the sum of \$3,000,000.
3. **TERM OF AGREEMENT.** The term of this Agreement is from November 21, 2025 to November 20, 2030, unless sooner terminated pursuant to the terms of this Agreement. This Agreement is of no force or effect until signed by both CONTRACTOR and County and with County signing last, and CONTRACTOR may not commence work before County signs this Agreement.
4. **ADDITIONAL PROVISIONS/EXHIBITS.** The following attached exhibits are incorporated herein by reference and constitute a part of this Agreement:

Exhibit A Scope of Services/Payment Provisions

- Exhibit B Federal Provisions
- Exhibit C Incorporation of RFQ #10914, Addendum No. 1 to RFQ #10914, and Statement of Qualifications, on file with the County of Monterey, Department of Public Works, Facilities and Parks (PWFP)

5. PERFORMANCE STANDARDS.

- 5.01. CONTRACTOR warrants that CONTRACTOR and CONTRACTOR’s agents, employees, and subcontractors performing services under this Agreement are specially trained, experienced, competent, and appropriately licensed to perform the work and deliver the services required under this Agreement and are not employees of the County, or immediate family of an employee of the County.
- 5.02. CONTRACTOR, its agents, employees, and subcontractors shall perform all work in a safe and skillful manner and in compliance with all applicable laws and regulations. All work performed

under this Agreement that is required by law to be performed or supervised by licensed personnel shall be performed in accordance with such licensing requirements.

- 5.03. CONTRACTOR shall furnish, at its own expense, all materials, equipment, and personnel necessary to carry out the terms of this Agreement, except as otherwise specified in this Agreement. CONTRACTOR shall not use County premises, property (including equipment, instruments, or supplies) or personnel for any purpose other than in the performance of its obligations under this Agreement.

6. PAYMENT CONDITIONS.

- 6.01. CONTRACTOR shall submit to the Contract Administrator an invoice on a form acceptable to County. If not otherwise specified, the CONTRACTOR may submit such invoice periodically or at the completion of services, but in any event, not later than 30 days after completion of services. The invoice shall set forth the amounts claimed by CONTRACTOR for the previous period, together with an itemized basis for the amounts claimed, and such other information pertinent to the invoice as the County may require. The Contract Administrator or his or her designee shall certify the invoice; either in the requested amount or in such other amount as the County approves in conformity with this Agreement, and shall promptly submit such invoice to the County Auditor-Controller for payment. The County Auditor-Controller shall pay the amount certified within 30 days of receiving the certified invoice.
- 6.02. CONTRACTOR shall not receive reimbursement for travel expenses unless set forth in this Agreement.

7. TERMINATION.

- 7.01. During the term of this Agreement, the County may terminate the Agreement for any reason by giving written notice of termination to the CONTRACTOR at least thirty (30) days prior to the effective date of termination. Such notice shall set forth the effective date of termination. In the event of such termination, the amount payable under this Agreement shall be reduced in proportion to the services provided prior to the date of termination.
- 7.02. The County may cancel and terminate this Agreement for good cause effective immediately upon written notice to CONTRACTOR. "Good cause" includes the failure of CONTRACTOR to perform the required services at the time and in the manner provided under this Agreement. If County terminates this Agreement for good cause, the County may be relieved of the payment of any consideration to CONTRACTOR, and the County may proceed with the work in any manner, which County deems proper. The cost to the County shall be deducted from any sum due the CONTRACTOR under this Agreement.

8. INDEMNIFICATION.

- 8.01 For purposes of the following indemnification provisions ("Indemnification Agreement"), "design professional" has the same meaning as set forth in California Civil Code section 2782.8. If any term, provision or application of this Indemnification Agreement is found to be invalid, in violation of public policy or unenforceable to any extent, such finding shall not invalidate any other term or provision of this Indemnification Agreement and such other terms and provisions

shall continue in full force and effect. If there is any conflict between the terms, provisions or application of this Indemnification Agreement and the provisions of California Civil Code Sections 2782 or 2782.8, the broadest indemnity protection for County under this Indemnity Agreement that is permitted by law shall be provided by CONTRACTOR.

8.02 Indemnification for Design Professional Services Claims:

CONTRACTOR shall indemnify, defend and hold harmless County, its governing board, directors, officers, employees, and agents against any claims that arise out of, or pertain to, or relate to the negligence, recklessness, or willful misconduct of CONTRACTOR, its employees, subcontractors, and agents in the performance of design professional services under this Agreement, excepting only liability arising from the sole negligence, active negligence or willful misconduct of County, or defect in a design furnished by County, but in no event shall the amount of such CONTRACTOR's liability exceed such CONTRACTOR's proportionate percentage of fault as determined by a court, arbitrator or mediator, or as set out in a settlement agreement. In the event one (1) or more defendants to any action involving such claim or claims against County is unable to pay its share of defense costs due to bankruptcy or dissolution of the business, such CONTRACTOR shall meet and confer with the other parties to such action regarding unpaid defense costs.

8.03 Indemnification for All Other Claims or Loss:

For any claim, loss, injury, damage, expense or liability other than claims arising out of CONTRACTOR's performance of design professional services under this Agreement, CONTRACTOR shall indemnify, defend and hold harmless County, its governing board, directors, officers, employees, and agents against any claim for loss, injury, damage, expense or liability resulting from or alleging injury to or death of any person or loss of use of or damage to property, arising from or related to the performance of services under this Agreement by CONTRACTOR, its employees, subcontractors or agents, excepting only liability arising from the sole negligence, active negligence or willful misconduct of County, or defect in a design furnished by County.

9. INSURANCE.

9.01 Evidence of Coverage:

Prior to commencement of this Agreement, the Contractor shall provide a "Certificate of Insurance" certifying that coverage as required herein has been obtained. Individual endorsements executed by the insurance carrier shall accompany the certificate. In addition, the Contractor upon request shall provide a certified copy of the policy or policies.

This verification of coverage shall be sent to the County's Contracts/Purchasing Division, unless otherwise directed. The CONTRACTOR shall not receive a "Notice to Proceed" with the work under this Agreement until it has obtained all insurance required and such, insurance has been approved by the County. This approval of insurance shall neither relieve nor decrease the liability of the CONTRACTOR.

9.02 Qualifying Insurers:

All coverages, except surety, shall be issued by companies which hold a current policy holder's alphabetic and financial size category rating of not less than A VII, according to the current A.M.

Best's Rating Guide or a company of equal financial stability that is approved by the County's Purchasing Agent.

- 9.03 Insurance Coverage Requirements: Without limiting CONTRACTOR's duty to indemnify, CONTRACTOR shall maintain in effect throughout the term of this Agreement a policy or policies of insurance with the following minimum limits of liability:

Commercial General Liability Insurance: including but not limited to premises and operations, including coverage for Bodily Injury and Property Damage, Personal Injury, Contractual Liability, Broad form Property Damage, Independent Contractors, Products and Completed Operations, with a combined single limit for Bodily Injury and Property Damage of not less than \$1,000,000 per occurrence, and \$2,000,000 in the aggregate.

(Note: any proposed modifications to these general liability insurance requirements shall be attached as an Exhibit hereto, and the section(s) above that are proposed as not applicable shall be lined out in blue ink. All proposed modifications are subject to County approval.)

Auto Liability Coverage: must include motor vehicles, including scheduled, non-owned, and hired vehicles, used in providing services under this Agreement, with a combined single limit or Bodily Injury and Property Damage of not less than \$1,000,000 per occurrence.

(Note: any proposed modifications to these auto insurance requirements shall be attached as an Exhibit hereto, and the section(s) above that are proposed as not applicable shall be lined out in blue ink. All proposed modifications are subject to County approval.)

Workers' Compensation Insurance, if CONTRACTOR employs others in the performance of this Agreement, in accordance with California Labor Code section 3700 and with Employer's Liability limits not less than \$1,000,000 each person, \$1,000,000 each accident and \$1,000,000 each disease.

(Note: any proposed modifications to these workers' compensation insurance requirements shall be attached as an Exhibit hereto, and the section(s) above that are proposed as not applicable shall be lined out in blue ink. All proposed modifications are subject to County approval.)

Professional Liability Insurance: if required for the professional services being provided, (e.g., those persons authorized by a license to engage in a business or profession regulated by the California Business and Professions Code), in the amount of not less than \$1,000,000 per claim and \$2,000,000 in the aggregate, to cover liability for malpractice or errors or omissions made in the course of rendering professional services. If professional liability insurance is written on a "claims-made" basis rather than an occurrence basis, the CONTRACTOR shall, upon the expiration or earlier termination of this Agreement, obtain extended reporting coverage ("tail coverage") with the same liability limits. Any such tail coverage shall continue for at least three years following the expiration or earlier termination of this Agreement.

(Note: Professional liability insurance coverage is required if the contractor is providing a professional service regulated by the state. Examples of service providers regulated by the state are insurance agents, professional architects and engineers, doctors, certified public accountants, lawyers, etc. However, other professional Contractors, such as computer or software designers, technology services, and services providers such as claims administrators, should also have professional liability. If in doubt, consult with your risk or contract manager.)

If the contractor maintains broader coverage and/or higher limits than the minimums shown above, the County requires and shall be entitled to the broader coverage and/or higher limits maintained by the contractor.

9.04 Other Requirements:

All insurance required by this Agreement shall be with a company acceptable to the County and issued and executed by an admitted insurer authorized to transact Insurance business in the State of California. Unless otherwise specified by this Agreement, all such insurance shall be written on an occurrence basis, or, if the policy is not written on an occurrence basis, such policy with the coverage required herein shall continue in effect for a period of three years following the date CONTRACTOR completes its performance of services under this Agreement.

Each liability policy shall provide that the County shall be given notice in writing at least thirty days in advance of any endorsed reduction in coverage or limit, cancellation, or intended non-renewal thereof. Each policy shall provide coverage for Contractor and additional insureds with respect to claims arising from each subcontractor, if any, performing work under this Agreement, or be accompanied by a certificate of insurance from each subcontractor showing each subcontractor has identical insurance coverage to the above requirements.

Additional Insured Status:

The County of Monterey, its officers, officials, employees, agents, and volunteers are to be covered as additional insureds on the auto liability policy for liability arising out of automobiles owned, leased, hired or borrowed by or on behalf of the Contractor. Auto liability coverage shall be provided in the form of an endorsement to the CONTRACTOR'S insurance.

The County of Monterey, its officers, officials, employees, agents, and volunteers are to be covered as additional insureds on the commercial general liability policy with respect to liability arising out of work or operations performed by or on behalf of the CONTRACTOR including materials, parts, or equipment furnished in connection with such work or operations. General liability coverage shall be provided in the form of an endorsement to the CONTRACTOR'S insurance (at least as broad as ISO Form CG 20 10 11 85 or if not available, through the addition of both CG 20 10, CG 20 26, CG 20 33, or CG 20 38; and CG 20 37 if a later edition is used).

Primary Coverage:

For any claims related to this contract, the CONTRACTOR'S insurance coverage shall be primary and non-contributory and at least as broad as ISO CG 20 01 04 13 as respects the County, its officers, officials, employees, agents, and volunteers. Any insurance or self-insurance maintained by the County, its officers, officials, employees, agents, or volunteers shall be excess of the CONTRACTOR'S insurance and shall not contribute with it. This requirement shall also apply to any Excess or Umbrella liability policies.

Workers' Compensation Waiver of Subrogation:

The workers' compensation policy required hereunder shall be endorsed to state that the workers' compensation carrier waives its right of subrogation against COUNTY, its officers, officials, employees, agents, or volunteers, which might arise by reason of payment under such policy in connection with performance under this Agreement by CONTRACTOR. Should CONTRACTOR be self-insured for workers' compensation, CONTRACTOR hereby agrees to waive its right of subrogation against COUNTY, its officers, officials, employees, agents, or volunteers.

Prior to the execution of this Agreement by the County, CONTRACTOR shall file certificates of insurance and endorsements with the County's contract administrator and County's Contracts/Purchasing Division, showing that the CONTRACTOR has in effect the insurance required by this Agreement. The CONTRACTOR shall file a new or amended certificate of insurance within five calendar days after any change is made in any insurance policy, which would alter the information on the certificate then on file. Acceptance or approval of insurance shall in no way modify or change the indemnification clause in this Agreement, which shall continue in full force and effect. CONTRACTOR shall always during the term of this Agreement maintain in force the insurance coverage required under this Agreement and shall send, without demand by County, annual certificates to County's Contract Administrator and County's Contracts/Purchasing Division. If the certificate is not received by the expiration date, County shall notify CONTRACTOR and CONTRACTOR shall have five calendar days to send in the certificate, evidencing no lapse in coverage during the interim. Failure by CONTRACTOR to maintain such insurance is a default of this Agreement, which entitles County, at its sole discretion, to terminate this Agreement immediately.

10. RECORDS AND CONFIDENTIALITY.

- 10.01 Confidentiality. CONTRACTOR and its officers, employees, agents, and subcontractors shall comply with any and all federal, state, and local laws, which provide for the confidentiality of records and other information. CONTRACTOR shall not disclose any confidential records or other confidential information received from the County or prepared in connection with the performance of this Agreement, unless County specifically permits CONTRACTOR to disclose such records or information. CONTRACTOR shall promptly transmit to County any and all requests for disclosure of any such confidential records or information. CONTRACTOR shall not use any confidential information gained by CONTRACTOR in the performance of this Agreement except for the sole purpose of carrying out CONTRACTOR's obligations under this Agreement.
- 10.02 County Records. When this Agreement expires or terminates, CONTRACTOR shall return to County any County records which CONTRACTOR used or received from County to perform services under this Agreement.
- 10.03 Maintenance of Records. CONTRACTOR shall prepare, maintain, and preserve all reports and records that may be required by federal, state, and County rules and regulations related to services performed under this Agreement. CONTRACTOR shall maintain such records for a period of at least three years after receipt of final payment under this Agreement. If any litigation, claim, negotiation, audit exception, or other action relating to this Agreement is pending at the end of the three-year period, then CONTRACTOR shall retain said records until such action is resolved.
- 10.04 Access to and Audit of Records. The County shall have the right to examine, monitor and audit all records, documents, conditions, and activities of the CONTRACTOR and its subcontractors related to services provided under this Agreement. Pursuant to Government Code section 8546.7, if this Agreement involves the expenditure of public funds in excess of \$10,000, the parties to this Agreement may be subject, at the request of the County or as part of any audit of the County, to the examination and audit of the State Auditor pertaining to matters connected with the performance of this Agreement for a period of three years after final payment under the Agreement.

10.05 Royalties and Inventions. County shall have a royalty-free, exclusive and irrevocable license to reproduce, publish, and use, and authorize others to do so, all original computer programs, writings, sound recordings, pictorial reproductions, drawings, and other works of similar nature produced in the course of or under this Agreement. CONTRACTOR shall not publish any such material without the prior written approval of County.

10.06 Format of Deliverables: For this section, "Deliverables" shall mean all electronic documents CONTRACTOR provides to the County under this Agreement. CONTRACTOR shall ensure all Deliverables comply with the requirements of the Web Content Accessibility Guidelines ("WCAG") 2.1, pursuant to the Americans with Disabilities Act ("ADA"). CONTRACTOR bears the burden to deliver Deliverables, such as Adobe Acrobat Portable Document Format ("PDF") and Microsoft Office files, complying with WCAG 2.1. CONTRACTOR shall defend and indemnify the County against any breach of this Section. This Section shall survive the termination of this Agreement. Find more on Accessibility at this State website: <https://webstandards.ca.gov/accessibility/>.

11. **NON-DISCRIMINATION.** During the performance of this Agreement, CONTRACTOR, and its subcontractors, shall not unlawfully discriminate against any person because of race, religious creed, color, sex, national origin, ancestry, physical disability, mental disability, medical condition, marital status, age (over 40), sexual orientation, or any other characteristic set forth in California Government code § 12940(a), either in CONTRACTOR's employment practices or in the furnishing of services to recipients. CONTRACTOR shall ensure that the evaluation and treatment of its employees and applicants for employment and all persons receiving and requesting services are free of such discrimination. CONTRACTOR and any subcontractor shall, in the performance of this Agreement, fully comply with all federal, state, and local laws and regulations which prohibit discrimination. The provision of services primarily or exclusively to such target population as may be designated in this Agreement shall not be deemed to be prohibited discrimination.

12. **COMPLIANCE WITH TERMS OF STATE OR FEDERAL GRANT.** If this Agreement has been or will be funded with monies received by the County pursuant to a contract with the state or federal government in which the County is the grantee, CONTRACTOR will comply with all the provisions of said contract, to the extent applicable to CONTRACTOR as a subgrantee under said contract, and said provisions shall be deemed a part of this Agreement, as though fully set forth herein. Upon request, County will deliver a copy of said contract to CONTRACTOR, at no cost to CONTRACTOR.

13. **COMPLIANCE WITH APPLICABLE LAWS.**

13.01 CONTRACTOR shall keep itself informed of and in compliance with all federal, state, and local laws, ordinances, regulations, and orders, including but not limited to all state and federal tax laws that may affect in any manner the Project or the performance of the Services or those engaged to perform Services under this Agreement as well as any privacy laws including, if applicable, Health Insurance Portability and Accountability Act (HIPAA). CONTRACTOR shall procure all permits and licenses, pay all charges and fees, and give all notices require by law in the performance of the Services.

13.02 CONTRACTOR shall report immediately to County’s Contracts/Purchasing Officer, in writing, any discrepancy or inconsistency it discovers in the laws, ordinances, regulations, orders, and/or guidelines in relation to the Project of the performance of the Services.

13.03 All documentation prepared by CONTRACTOR shall provide for a completed project that conforms to all applicable codes, rules, regulations, and guidelines that are in force at the time such documentation is prepared.

14. **INDEPENDENT CONTRACTOR.** In the performance of work, duties, and obligations under this Agreement, CONTRACTOR is at all times acting and performing as an independent contractor and not as an employee of the County. No offer or obligation of permanent employment with the County or particular County department or agency is intended in any manner, and CONTRACTOR shall not become entitled by virtue of this Agreement to receive from County any form of employee benefits including but not limited to sick leave, vacation, retirement benefits, workers’ compensation coverage, insurance or disability benefits. CONTRACTOR shall be solely liable for and obligated to pay directly all applicable taxes, including federal and state income taxes and social security, arising out of CONTRACTOR’s performance of this Agreement. In connection therewith, CONTRACTOR shall defend, indemnify, and hold County harmless from any and all liability, which County may incur because of CONTRACTOR’s failure to pay such taxes.

15. **NOTICES.** Notices required under this Agreement shall be delivered personally or by first-class, postage pre-paid mail to the County and CONTRACTOR’s Contract Administrators at the addresses listed below:

FOR COUNTY:	FOR CONTRACTOR:
Dalia Mariscal-Martinez Management Analyst III <hr/> Name and Title	Frank S. Lopez, PE, QSD Principal in Charge/Vice President <hr/> Name and Title
1441 Schilling Place, 2nd Floor Salinas, California 93901 <hr/> Address	1401 Willow Pass Road, Suite 500 Concord, California 94520 <hr/> Address
(831) 755-8966 <hr/> Phone	(619) 814-9513 <hr/> Phone

16. **MISCELLANEOUS PROVISIONS.**

16.01 Conflict of Interest. CONTRACTOR represents that it presently has no interest and agrees not to acquire any interest during the term of this Agreement, which would directly or indirectly conflict in any manner or to any degree with the full and complete performance of the professional services required to be rendered under this Agreement.

16.02 Amendment. This Agreement may be amended or modified only by an instrument in writing signed by the County and the CONTRACTOR.

16.03 Waiver. Any waiver of any terms and conditions of this Agreement must be in writing and signed by the County and the CONTRACTOR. A waiver of any of the terms and conditions of this Agreement shall not be construed as a waiver of any other terms or conditions in this Agreement.

- 16.04 Contractor. The term “CONTRACTOR” as used in this Agreement includes CONTRACTOR’s officers, agents, and employees acting on CONTRACTOR’s behalf in the performance of this Agreement.
- 16.05 Disputes. CONTRACTOR shall continue to perform under this Agreement during any dispute.
- 16.06 Assignment and Subcontracting. The CONTRACTOR shall not assign, sell, or otherwise transfer its interest or obligations in this Agreement without the prior written consent of the County. None of the services covered by this Agreement shall be subcontracted without the prior written approval of the County. Notwithstanding any such subcontract, CONTRACTOR shall continue to be liable for the performance of all requirements of this Agreement.
- 16.07 Successors and Assigns. This Agreement and the rights, privileges, duties, and obligations of the County and CONTRACTOR under this Agreement, to the extent assignable or delegable, shall be binding upon and inure to the benefit of the parties and their respective successors, permitted assigns, and heirs.
- 16.08 Headings. The headings are for convenience only and shall not be used to interpret the terms of this Agreement.
- 16.09 Time is of the Essence. Time is of the essence in each and all of the provisions of this Agreement.
- 16.10 Governing Law. This Agreement shall be governed by and interpreted under the laws of the State of California.
- 16.11 Non-exclusive Agreement. This Agreement is non-exclusive and both County and CONTRACTOR expressly reserve the right to contract with other entities for the same or similar services.
- 16.12 Construction of Agreement. The County and CONTRACTOR agree that each party has fully participated in the review and revision of this Agreement and that any rule of construction to the effect that ambiguities are to be resolved against the drafting party shall not apply in the interpretation of this Agreement or any amendment to this Agreement.
- 16.13 Authority. Any individual executing this Agreement on behalf of the County or the CONTRACTOR represents and warrants hereby that he or she has the requisite authority to enter into this Agreement on behalf of such party and bind the party to the terms and conditions of this Agreement.
- 16.14 Integration. This Agreement, including the exhibits, represent the entire Agreement between the County and the CONTRACTOR with respect to the subject matter of this Agreement and shall supersede all prior negotiations, representations, or agreements, either written or oral, between the County and the CONTRACTOR as of the effective date of this Agreement, which is the date that the County signs the Agreement.

- 16.15 Interpretation of Conflicting Provisions. In the event of any conflict or inconsistency between the provisions of this Agreement and the Provisions of any exhibit or other attachment to this Agreement, the provisions of this Agreement shall prevail and control.
- 16.16 Independent Contractor Compliance with Government Code Section 1097.6 (c). This section applies to those situations when a contractor/consultant is awarded a Contract for a preliminary phase of a project, with future phases to be bid separately. This section does not apply to those situations when a Contract is awarded for multiple phases of a project under a single contract/proposal. When applicable, and as described below, contractor/consultant's duties and services under this agreement shall not include preparing or assisting the public entity with any portion of the public entity's preparation of a request for proposals, request for qualifications, or any other solicitation regarding a subsequent or additional contract with the public entity. The public entity entering this agreement shall at all times retain responsibility for public contracting, including with respect to any subsequent phase of this project. Contractor/consultant's participation in the planning, discussions, or drawing of project plans or specifications shall be limited to conceptual, preliminary, or initial plans or specifications. Contractor/consultant shall cooperate with the public entity to ensure that all bidders for a subsequent contract on any subsequent phase of this project have access to the same information, including all conceptual, preliminary, or initial plans or specifications prepared by contractor pursuant to this agreement.

17. CONSENT TO USE OF ELECTRONIC SIGNATURES.

- 17.01 The parties to this Agreement consent to the use of electronic signatures via DocuSign to execute this Agreement. The parties understand and agree that the legality of electronic signatures is governed by state and federal law, 15 USC Section 7001 *et seq.*; California Government Code Section 16.5; and, California Civil Code Section 1633.1 *et seq.* Pursuant to said state and federal law as may be amended from time to time, the parties to this Agreement hereby authenticate and execute this Agreement, and any and all Exhibits to this Agreement, with their respective electronic signatures, including any and all scanned signatures in portable document format (PDF).
- 17.02 Counterparts. The parties to this Agreement understand and agree that this Agreement can be executed in two (2) or more counterparts and transmitted electronically via facsimile transmission or by delivery of a scanned counterpart in PDF via email transmittal.
- 17.03 Form: Delivery by E-Mail or Facsimile. Executed counterparts of this Agreement may be delivered by facsimile transmission or by delivery of a scanned counterpart in PDF by e-mail transmittal, in either case with delivery confirmed. On such confirmed delivery, the signatures in the facsimile or PDF data file shall be deemed to have the same force and effect as if the manually signed counterpart or counterparts had been delivered to the other party in person.

***** THIS SECTION INTENTIONALLY LEFT BLANK *****

IN WITNESS WHEREOF, County and CONTRACTOR have executed this Agreement as of the day and year written below.

COUNTY OF MONTEREY

CONTRACTOR

By: Chief Contracts & Procurement Officer

Date:

By: Department Head (if applicable)

Date:

By: Board of Supervisors (if applicable)

Date:

Approved as to Form
Office of the County Counsel¹
Susan K. Blitch, County Counsel

By: Mary Grace Perry, Deputy County Counsel
County Counsel

Date: 10/31/2025 | 10:39 AM PDT

Approved as to Fiscal Provisions²

By: Patricia Ruiz
Auditor/Controller

Date: 11/3/2025 | 9:51 AM PST

Reviewed as to Liability Provisions
Office of the County Counsel-Risk Management³

By: David Bolton, Risk Manager

Date:

Harris & Associates, Inc.

Contractor's Business Name*

By: FRANK LOPEZ
(Signature of Chair, President, or Vice-President)*

Frank Lopez, Vice President

Name and Title

Date: 10/30/2025 | 4:10 PM MDT

By: Karen Freeman
(Signature of Secretary, Asst. Secretary, CFO, Treasurer or Asst. Treasurer)*

Karen Freeman, Interim CFO

Name and Title

Date: 10/31/2025 | 10:30 AM PDT

County Board of Supervisors' Agreement Number: _____.

*INSTRUCTIONS: If CONTRACTOR is a corporation, including non-profit corporations, the full legal name of the corporation shall be set forth above together with the signatures of two (2) specified officers (California Corporations Code § 313). If CONTRACTOR is a Limited Liability Corporation (LLC), the full legal name of the LLC shall be set forth above together with the signatures of either 1) any member, or 2) two (2) managers (Corporations Code §17703.01, subs. (a) and (d)). If CONTRACTOR is a partnership, the full legal name of the partnership shall be set forth above together with the signature of a partner who has authority to execute on behalf of the partnership. If CONTRACTOR is contracting in an individual capacity, the individual shall set forth the name of the business, if any, and shall personally sign.

¹Approval by the Office of County Counsel is required.

²Approval by Auditor/Controller is required.

³Review by Risk Manager is required only if changes are made in the Indemnification or Insurance paragraphs.

EXHIBIT A - SCOPE OF SERVICES/PAYMENT PROVISIONS

**To Agreement by and between
County of Monterey, hereinafter referred to as “County”
and
Harris & Associates, Inc., hereinafter referred to as “CONTRACTOR”**

A. SCOPE OF SERVICES

A.1 CONTRACTOR shall provide services and staff, and otherwise do all things necessary for or incidental to the performance of work, as set forth below:

A.1.1 CONTRACTOR’s Minimum Work Performance Percentage: CONTRACTOR shall perform with their own organization Agreement work amounting to not less than fifty percent (50%) of the original total Agreement price. CONTRACTOR shall not assign, subcontract, sell, or otherwise transfer its interest or obligations in this Agreement without the prior written consent of County.

A.1.2 The scope of services includes in general construction management and engineering inspection services for various construction projects within the County. The construction projects include the repair and upgrade of existing roadways, drainage facilities, and traffic control devices.

A.1.3 The broad scope requires a diversity of expertise and the ability to deal with a number of specialized construction contract issues. Of particular concern are the qualifications and experience of the individual(s) who will be directly involved in the project(s), as they relate to the California Department of Transportation (Caltrans).

A.1.4 The construction management effort shall include, but not be limited to, the following services and requirements:

Contract Administration:

Provide overall coordination of construction management services, including supervision of contract administration, labor compliance, Disadvantaged Business Enterprise (DBE) programs, field observations and outside services. Attend regularly scheduled project meetings with County or CONTRACTOR representatives to review the progress of the work, resolve field problems as they occur, and perform project related public relations with the public and outside agencies such as the United States Army Corps of Engineers (USACE) and the California Department of Fish and Wildlife (CDFW).

General Inspection:

Provide daily inspections and supervision of the work of the construction contractor’s operations as construction progresses and promptly report and resolve problems regarding performance and/or conformity with the drawings and specifications, including contract administration and construction engineering of

EXHIBIT A - SCOPE OF SERVICES/PAYMENT PROVISIONS

the assigned project. Assist County Resident Engineer in managing construction operations. In accordance with the State Standard Specifications and Special Provisions, ensure that all utility work is coordinated with the appropriate utility company and that all the appropriate permits and inspections are obtained for all items of work.

Change Orders:

In accordance with State Standard Specifications, Special Provisions, and County format, prepare, process, and make recommendations on change orders. County will approve all change orders which are acceptable to County.

Surveying:

Coordinate and supervise construction surveying and staking. Construction staking is to be included in the services provided by CONTRACTOR.

Material Testing:

Coordinate, interpret, certify, and supervise all required soils and material tests in accordance with Caltrans test methods and Standard Specifications. CONTRACTOR shall provide County with a Caltrans certified material testing company to provide material testing services per Caltrans Standard Specifications.

Test Data:

Review and approve copies of certificates of compliance, independent testing laboratory reports, and manufacturer's shop or mill tests to ensure conformance with contract specifications.

Plan Interpretation:

With the assistance of County Resident Engineer, as needed, to interpret the intent of the plans and specifications to protect County against defects and deficiencies in construction on the part of the construction contractor.

Pre-Construction Conference:

Assist in the pre-construction meeting with construction contractor and other project participants. This discussion affords all the parties of the construction contract a common understanding of the proposed work and problems, and possible solutions that may be expected during the life of the construction contract. Labor compliance, equal employment opportunity, safety requirements, water pollution requirements, agreements, and permits shall also be discussed. Respond to questions construction contractor may have and address issues that need to be resolved before work commences.

Safety and Accidents:

Assume the duties of the Project Safety Coordinator. Ensure construction contractor complies with all safety orders, Federal and State, and permits through normal contract administration procedures. Document all incidents with

EXHIBIT A - SCOPE OF SERVICES/PAYMENT PROVISIONS

photographs and written reports. Manage safety precautions through construction contractor for the public in construction areas.

Approval Schedule:

Prepare a schedule (using Microsoft Project) indicating all items that will be submitted by construction contractor for review and approval requiring action by County. Furnish appropriate forms, as necessary, and monitor the construction contractor's adherence to the schedule.

False Work and Shop Drawings:

Keep records, provide timely engineering review, and prepare written recommendations certifying the adequacy of construction contractor's submittal for false work as well as construction of false work. Coordinate, document, and make engineering recommendations in writing on approval of shop drawings. Final submittal approvals shall be made in consultation with County.

Progress Statements:

Prepare and provide monthly progress statements meeting County requirements including the following: monthly estimates on all items of work with source documents to verify progress payments. Submit weekly copies of daily diaries to County. Submit a copy of the baseline progress schedule and monthly updates as required by the Special Provisions.

Final Walk-through and Final Inspection:

Conduct project walk-through prior to completion of construction. Minutes of this walk-through shall be completed by CONTRACTOR and a copy shall be sent to County. The final walk-through list of attendees shall be coordinated with County. CONTRACTOR shall complete a final inspection of the project and complete the required Final Report forms.

As-Built Plans:

Provide County with an electronic as-built plan file complete with redline changes or corrections. Such plans will be based upon information obtained from field measurements and observations made during project construction and approved contract change orders. The electronic signature and seal of the responsible Registered Resident Engineer or Construction Engineer will be placed in the file on Level 62 (refer to "Highway Design and Topography Information" on Page 2.5-2 of the *Caltrans Computer Aided Design & Drafting (CADD) User's Manual*).

Contract Records:

At the completion of the project, submit the original set of construction books to County cataloged in accordance with Chapter 5, Section 5-102, "Organization of Project Documents," of the *Caltrans Construction Manual* and as directed by County. These records shall include all correspondence, meeting minutes, photographs, agreements, hazardous waste material information and tests, labor

EXHIBIT A - SCOPE OF SERVICES/PAYMENT PROVISIONS

compliance, contract administration forms, bridge work, diaries, contract item quantity documents, contract change orders, project status sheets, project record-estimate and project status, disputes, project completion documents, etc.

- A.1.5 Services shall be provided on an on-call basis. County shall contact CONTRACTOR with regards to an individual task and/or project. CONTRACTOR shall then submit a detailed proposal that shall include at minimum assigned CONTRACTOR staff, relevant task, deliverables, schedule, and cost.
- A.1.6 The exact scope for construction management services will be determined prior to a notice to proceed for a specific task and/or project. County may negotiate the scope and cost of the proposal prior to issuance of the notice to proceed. County has the right to reject any submitted proposal.
- A.1.7 CONTRACTOR shall advocate for County and ensure the project produced is in the best interest of County. CONTRACTOR shall deliver products on or ahead of the required schedule and within budget.
- A.1.8 All work shall be performed in conformance with all applicable County, State and Federal laws relevant to the specific project scope.
- A.1.9 In compliance with RFQ #10914, if the project for which CONTRACTOR is ultimately hired for is funded with Federal Highway Administration (FHWA) funds, CONTRACTOR will be required to comply with Federal Provisions. Caltrans Local Assistance Procedures Manual (LAPM), Federal Provisions in Exhibit B, attached hereto and incorporated by reference, shall be completed separately for each individual project by CONTRACTOR and submitted to County for approval prior to County issuing CONTRACTOR with a notice to proceed for the project.
- A.1.10 County will issue CONTRACTOR a Delivery Order (DO) number for each individual task and/or project in the amount agreed upon by both parties and after County provides a notice to proceed. DO numbers for each task and/or project will close at the end of each fiscal year (July 1–June 30) and, if necessary, may be reissued at the start of the following fiscal year to allow completion of the task and/or project. The CONTRACTOR should note that County DO numbers change with each fiscal year; therefore, the DO number assigned to a task and/or project may differ from its start to its completion.
- A.2** CONTRACTOR shall produce all deliverables (e.g., written reports, installed products, etc.) associated with the assigned task(s) by the deadline specified by the County.

EXHIBIT A - SCOPE OF SERVICES/PAYMENT PROVISIONS

B. PAYMENT PROVISIONS

B.1 COMPENSATION/PAYMENT

County shall pay an amount not to exceed **\$3,000,000**, for the performance of all things necessary for or incidental to the performance of work as set forth in the Scope of Services. CONTRACTOR's compensation for services rendered shall be based on the rates as included in this Exhibit A and in accordance with the following terms:

County and CONTRACTOR agree that CONTRACTOR shall be reimbursed for travel expenses during this Agreement. CONTRACTOR shall receive compensation for travel expenses as per the "County Travel Policy". A copy of the policy is available online at <https://www.countyofmonterey.gov/home/showdocument?id=69364>. To receive reimbursement, CONTRACTOR must provide a detailed breakdown of authorized expenses, identifying what was expended and when.

County and CONTRACTOR agree that CONTRACTOR and its subcontractors shall be reimbursed for mileage based upon the Internal Revenue Service (IRS) standard business mileage rate at the time of travel.

CONTRACTOR agrees that pursuant to Labor Code Section 1771, not less than general prevailing rate of per diem wages shall be paid to all workers employed on any public work projects in excess of one thousand dollars (\$1,000).

Under California Labor Code sections 1720 et seq., a contract for some or all of the work contemplated by RFQ #10914 may be considered a public work. If applicable, CONTRACTOR shall comply with provisions of the Labor Code (sections 1720 et seq.) governing public works, including payment of prevailing wages, payroll records, and employment of apprentices. Copies of the determination of the general prevailing rate of per diem wages are available to interested parties at: <http://www.dir.ca.gov/public-works/prevailing-wage.html>.

Travel expenses for federally funded projects shall be reimbursed in accordance with California Department of Human Resources' (CalHR) rates <https://hrmanual.calhr.ca.gov/home/manualitem/1/2201>.

CONTRACTOR warrants that the cost charged for services under the terms of this Agreement are not in excess of those charged to any other client for the same services performed by the same individuals.

B.2 CONTRACTOR'S BILLING PROCEDURES

Invoices under this Agreement shall be submitted monthly and promptly, and in accordance with Section 6, "Payment Conditions", of the Agreement. All invoices shall reference the Agreement's Multi-Year Agreement (MYA) number and associated DO number, services and/or project name, County Project Manager, and an original hardcopy

EXHIBIT A - SCOPE OF SERVICES/PAYMENT PROVISIONS

shall be sent to the following address or via email to PWFP-Finance-AP@countyofmonterey.gov with a copy to goetzj@countyofmonterey.gov:

County of Monterey
Department of Public Works, Facilities and Parks (PWFP) – Finance Division
1441 Schilling Place, South 2nd Floor
Salinas, California 93901-4527

Any questions pertaining to invoices under this Agreement shall be directed to the PWFP Finance Division at (831) 755-4800 or via email to: PWFP-Finance-AP@countyofmonterey.gov.

County may, in its sole discretion, terminate the Agreement or withhold payments claimed by CONTRACTOR for services rendered if CONTRACTOR fails to satisfactorily comply with any term or condition of this Agreement.

No payments in advance or in anticipation of services or supplies to be provided under this Agreement shall be made by County.

County shall not pay any claims for payment for services submitted more than twelve (12) months after the calendar month in which the services were completed.

DISALLOWED COSTS: CONTRACTOR is responsible for any audit exceptions or disallowed costs incurred by its own organization or that of its subcontractors.

EXHIBIT A - SCOPE OF SERVICES/PAYMENT PROVISIONS

SAMPLE COST PROPOSAL

Sample Only - Required Cost Proposal Template To Be Determined By Agency

SAMPLE COST PROPOSAL 2

SPECIFIC RATE OF COMPENSATION (USE FOR ON-CALL OR AS-NEEDED CONTRACTS)

(CONSTRUCTION ENGINEERING AND INSPECTION CONTRACTS)

Note: Mark-ups are Not Allowed

Consultant Harris & Associates Prime Consultant Subconsultant 2nd Tier Subconsultant
 Project No. RFQ #10914, On-Call Construction Management Contract No. _____ **Contract Amount** _____ Date 6/20/2025

For Combined Rate	Fringe Benefit %	+	General & Administration %	=	Combined Indirect Cost Rate (ICR) %
					132.46%
OR					
For Home Office Rate	Fringe Benefit %	+	General & Administration %	=	Home Office ICR %
					0.00%
For Field Office Rate	Fringe Benefit %	+	General & Administration %	=	Field Office ICR %
					0.00%
FEE % =					10.00%

BILLING INFORMATION

CALCULATION INFORMATION

Name/Job Title/Classification ¹	Hourly Billing Rates ³			Effective date of hourly rate		Actual or Avg. hourly rate ⁴	% or \$ increase	Hourly range - for classifications only
	Straight	OT(1.5x)	OT(2x)	From	To			
Principal In Charge/Project Director	\$345.20	\$517.80	\$690.41	1/1/2025	12/31/2025	\$135.00		Not Applicable
	\$362.46	\$543.69	\$724.93	1/1/2026	12/31/2026	\$141.75	5.00%	
	\$380.59	\$570.88	\$761.17	1/1/2027	12/31/2027	\$148.84	5.00%	
	\$399.62	\$599.42	\$799.23	1/1/2028	12/31/2028	\$156.28	5.00%	
	\$419.60	\$629.39	\$839.19	1/1/2029	12/31/2029	\$164.09	5.00%	
	\$440.58	\$660.86	\$881.15	1/1/2030	12/31/2030	\$172.30	5.00%	
Sr. Construction Manager II	\$268.49	\$402.74	\$536.98	1/1/2025	12/31/2025	\$105.00		Not Applicable
	\$281.92	\$422.87	\$563.83	1/1/2026	12/31/2026	\$110.25	5.00%	
	\$296.01	\$444.02	\$592.02	1/1/2027	12/31/2027	\$115.76	5.00%	
	\$310.81	\$466.22	\$621.62	1/1/2028	12/31/2028	\$121.55	5.00%	
	\$326.35	\$489.53	\$652.71	1/1/2029	12/31/2029	\$127.63	5.00%	
	\$342.67	\$514.01	\$685.34	1/1/2030	12/31/2030	\$134.01	5.00%	
Sr. Construction Manager I	\$255.71	\$383.56	\$511.41	1/1/2025	12/31/2025	\$100.00		Not Applicable
	\$268.49	\$402.74	\$536.98	1/1/2026	12/31/2026	\$105.00	5.00%	

EXHIBIT A - SCOPE OF SERVICES/PAYMENT PROVISIONS

	\$281.92	\$422.87	\$563.83	1/1/2027	12/31/2027	\$110.25	5.00%	
	\$296.01	\$444.02	\$592.02	1/1/2028	12/31/2028	\$115.76	5.00%	
	\$310.81	\$466.22	\$621.62	1/1/2029	12/31/2029	\$121.55	5.00%	
	\$326.35	\$489.53	\$652.71	1/1/2030	12/31/2030	\$127.63	5.00%	
Construction Manager III	\$242.92	\$364.38	\$485.84	1/1/2025	12/31/2025	\$95.00		Not Applicable
	\$255.07	\$382.60	\$510.13	1/1/2026	12/31/2026	\$99.75	5.00%	
	\$267.82	\$401.73	\$535.64	1/1/2027	12/31/2027	\$104.74	5.00%	
	\$281.21	\$421.82	\$562.42	1/1/2028	12/31/2028	\$109.97	5.00%	
	\$295.27	\$442.91	\$590.54	1/1/2029	12/31/2029	\$115.47	5.00%	
	\$310.04	\$465.05	\$620.07	1/1/2030	12/31/2030	\$121.25	5.00%	
Construction Manager II	\$217.35	\$326.03	\$434.70	1/1/2025	12/31/2025	\$85.00		Not Applicable
	\$228.22	\$342.33	\$456.44	1/1/2026	12/31/2026	\$89.25	5.00%	
	\$239.63	\$359.44	\$479.26	1/1/2027	12/31/2027	\$93.71	5.00%	
	\$251.61	\$377.41	\$503.22	1/1/2028	12/31/2028	\$98.40	5.00%	
	\$264.19	\$396.29	\$528.38	1/1/2029	12/31/2029	\$103.32	5.00%	
	\$277.40	\$416.10	\$554.80	1/1/2030	12/31/2030	\$108.48	5.00%	

(Add pages as necessary)

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.

EXHIBIT A - SCOPE OF SERVICES/PAYMENT PROVISIONS

SAMPLE COST PROPOSAL

Sample Only - Required Cost Proposal Template To Be Determined By Agency

SAMPLE COST PROPOSAL 2

SPECIFIC RATE OF COMPENSATION (USE FOR ON-CALL OR AS-NEEDED CONTRACTS)

(CONSTRUCTION ENGINEERING AND INSPECTION CONTRACTS)

Note: Mark-ups are Not Allowed

Consultant Harris & Associates Prime Consultant Subconsultant 2nd Tier Subconsultant
 Project No. RFQ #10914, On-Call Construction Management Contract No. _____ **Contract Amount** _____ Date 6/20/2025

For Combined Rate	Fringe Benefit %	+	General & Administration %	=	Combined Indirect Cost Rate (ICR) %
					132.46%
OR					
For Home Office Rate	Fringe Benefit %	+	General & Administration %	=	Home Office ICR %
					0.00%
For Field Office Rate	Fringe Benefit %	+	General & Administration %	=	Field Office ICR %
					0.00%
					FEE % = 10.00%

BILLING INFORMATION

CALCULATION INFORMATION

Name/Job Title/Classification ¹	Hourly Billing Rates ³			Effective date of hourly rate		Actual or Avg. hourly rate ⁴	% or \$ increase	Hourly range - for classifications only
	Straight	OT(1.5x)	OT(2x)	From	To			
Construction Manager I	\$204.56	\$306.85	\$409.13	1/1/2025	12/31/2025	\$80.00		Not Applicable
	\$214.79	\$322.19	\$429.59	1/1/2026	12/31/2026	\$84.00	5.00%	
	\$225.53	\$338.30	\$451.07	1/1/2027	12/31/2027	\$88.20	5.00%	
	\$236.81	\$355.21	\$473.62	1/1/2028	12/31/2028	\$92.61	5.00%	
	\$248.65	\$372.97	\$497.30	1/1/2029	12/31/2029	\$97.24	5.00%	
	\$261.08	\$391.62	\$522.16	1/1/2030	12/31/2030	\$102.10	5.00%	
Sr. Construction Inspector I**	\$230.14	\$345.20	\$460.27	1/1/2025	12/31/2025	\$90.00		Not Applicable
	\$241.64	\$362.46	\$483.28	1/1/2026	12/31/2026	\$94.50	5.00%	
	\$253.72	\$380.59	\$507.45	1/1/2027	12/31/2027	\$99.23	5.00%	
	\$266.41	\$399.62	\$532.82	1/1/2028	12/31/2028	\$104.19	5.00%	
	\$279.73	\$419.60	\$559.46	1/1/2029	12/31/2029	\$109.40	5.00%	
	\$293.72	\$440.58	\$587.44	1/1/2030	12/31/2030	\$114.87	5.00%	
Construction Inspector II**	\$217.35	\$326.03	\$434.70	1/1/2025	12/31/2025	\$85.00		Not Applicable
	\$228.22	\$342.33	\$456.44	1/1/2026	12/31/2026	\$89.25	5.00%	
	\$239.63	\$359.44	\$479.26	1/1/2027	12/31/2027	\$93.71	5.00%	

EXHIBIT A - SCOPE OF SERVICES/PYAMENT PROVISIONS

	\$251.61	\$377.41	\$503.22	1/1/2028	12/31/2028	\$98.40	5.00%	
	\$264.19	\$396.29	\$528.38	1/1/2029	12/31/2029	\$103.32	5.00%	
	\$277.40	\$416.10	\$554.80	1/1/2030	12/31/2030	\$108.48	5.00%	
Constrcution Inspector I**	\$191.78	\$287.67	\$383.56	1/1/2025	12/31/2025	\$75.00		Not Applicable
	\$201.37	\$302.05	\$402.74	1/1/2026	12/31/2026	\$78.75	5.00%	
	\$211.44	\$317.16	\$422.87	1/1/2027	12/31/2027	\$82.69	5.00%	
	\$222.01	\$333.01	\$444.02	1/1/2028	12/31/2028	\$86.82	5.00%	
	\$233.11	\$349.66	\$466.22	1/1/2029	12/31/2029	\$91.16	5.00%	
	\$244.76	\$367.15	\$489.53	1/1/2030	12/31/2030	\$95.72	5.00%	

(Add pages as necessary)

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.

EXHIBIT A - SCOPE OF SERVICES/PAYMENT PROVISIONS

SAMPLE COST PROPOSAL

Sample Only - Required Cost Proposal Template To Be Determined By Agency

SAMPLE COST PROPOSAL 2

SPECIFIC RATE OF COMPENSATION (USE FOR ON-CALL OR AS-NEEDED CONTRACTS)
(CONSTRUCTION ENGINEERING AND INSPECTION CONTRACTS)

Note: Mark-ups are Not Allowed

Consultant Harris & Associates Prime Consultant Subconsultant 2nd Tier Subconsultant
KTQ #10719, On-Call
 Project Number Construction Management Services Contract No. 0 Participation Amount 0 Date 6/20/2025

For Combined Rate	Fringe Benefit %	+	General & Administration %	=	Combined Indirect Cost Rate (ICR) %
					132.46%
For Home Office Rate	Fringe Benefit %	+	General & Administration %	=	Home Office ICR %
					0.00%
For Field Office Rate	Fringe Benefit %	+	General & Administration %	=	Field Office ICR %
					0.00%
FEE % =					10.00%

Name/Job Title/Classification ¹	Hourly Billing Rates ³			Effective date of hourly rate		Actual or Avg. hourly rate ⁴	% or \$ increase	Hourly range - for classifications only
	Straight	OT(1.5x)	OT(2x)	From	To			
Sr. Office Engineer II	\$204.56	\$306.85	\$409.13	1/1/2025	12/31/2025	\$80.00		Not Applicable
	\$214.79	\$322.19	\$429.59	1/1/2026	12/31/2026	\$84.00	5.00%	
	\$225.53	\$338.30	\$451.07	1/1/2027	12/31/2027	\$88.20	5.00%	
	\$236.81	\$355.21	\$473.62	1/1/2028	12/31/2028	\$92.61	5.00%	
	\$248.65	\$372.97	\$497.30	1/1/2029	12/31/2029	\$97.24	5.00%	
	\$261.08	\$391.62	\$522.16	1/1/2030	12/31/2030	\$102.10	5.00%	
Sr. Office Engineer I	\$191.78	\$287.67	\$383.56	1/1/2025	12/31/2025	\$75.00		Not Applicable
	\$201.37	\$302.05	\$402.74	1/1/2026	12/31/2026	\$78.75	5.00%	
	\$211.44	\$317.16	\$422.87	1/1/2027	12/31/2027	\$82.69	5.00%	
	\$222.01	\$333.01	\$444.02	1/1/2028	12/31/2028	\$86.82	5.00%	
	\$233.11	\$349.66	\$466.22	1/1/2029	12/31/2029	\$91.16	5.00%	
	\$244.76	\$367.15	\$489.53	1/1/2030	12/31/2030	\$95.72	5.00%	
Office Engineer II	\$166.21	\$249.31	\$332.42	1/1/2025	12/31/2025	\$65.00		Not Applicable
	\$174.52	\$261.78	\$349.04	1/1/2026	12/31/2026	\$68.25	5.00%	
	\$183.25	\$274.87	\$366.49	1/1/2027	12/31/2027	\$71.66	5.00%	
	\$192.41	\$288.61	\$384.82	1/1/2028	12/31/2028	\$75.25	5.00%	
	\$202.03	\$303.04	\$404.06	1/1/2029	12/31/2029	\$79.01	5.00%	
	\$212.13	\$318.19	\$424.26	1/1/2030	12/31/2030	\$82.96	5.00%	
Office Engineer I	\$153.42	\$230.14	\$306.85	1/1/2025	12/31/2025	\$60.00		Not Applicable
	\$161.09	\$241.64	\$322.19	1/1/2026	12/31/2026	\$63.00	5.00%	
	\$169.15	\$253.72	\$338.30	1/1/2027	12/31/2027	\$66.15	5.00%	
	\$177.61	\$266.41	\$355.21	1/1/2028	12/31/2028	\$69.46	5.00%	
	\$186.49	\$279.73	\$372.97	1/1/2029	12/31/2029	\$72.93	5.00%	
	\$195.81	\$293.72	\$391.62	1/1/2030	12/31/2030	\$76.58	5.00%	
Scheduler II	\$204.56	\$306.85	\$409.13	1/1/2025	12/31/2025	\$80.00		Not Applicable
	\$214.79	\$322.19	\$429.59	1/1/2026	12/31/2026	\$84.00	5.00%	
	\$225.53	\$338.30	\$451.07	1/1/2027	12/31/2027	\$88.20	5.00%	
	\$236.81	\$355.21	\$473.62	1/1/2028	12/31/2028	\$92.61	5.00%	
	\$248.65	\$372.97	\$497.30	1/1/2029	12/31/2029	\$97.24	5.00%	
	\$261.08	\$391.62	\$522.16	1/1/2030	12/31/2030	\$102.10	5.00%	

(Add pages as necessary)

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.

EXHIBIT A - SCOPE OF SERVICES/PAYMENT PROVISIONS

SAMPLE COST PROPOSAL

Sample Only - Required Cost Proposal Template To Be Determined By Agency

SAMPLE COST PROPOSAL 2

SPECIFIC RATE OF COMPENSATION (USE FOR ON-CALL OR AS-NEEDED CONTRACTS)
(CONSTRUCTION ENGINEERING AND INSPECTION CONTRACTS)

Note: Mark-ups are Not Allowed

Consultant Harris & Associates Prime Consultant Subconsultant 2nd Tier Subconsultant
 Project Number RFQ #10914, On-Call Construction Management Contract No. 0 Participation Amount 0 Date 6/20/2025

For Combined Rate	Fringe Benefit %	+	General & Administration %	=	Combined Indirect Cost Rate (ICR) %
					132.46%
For Home Office Rate	Fringe Benefit %	+	General & Administration %	=	Home Office ICR %
					0.00%
For Field Office Rate	Fringe Benefit %	+	General & Administration %	=	Field Office ICR %
					0.00%
FEE % =					10.00%

Name/Job Title/Classification ¹	Hourly Billing Rates ³			Effective date of hourly rate		Actual or Avg. hourly rate ⁴	% or \$ increase	Hourly range - for classifications only
	Straight	OT(1.5x)	OT(2x)	From	To			
Scheduler I	\$184.11	\$276.16	\$368.22	1/1/2025	12/31/2025	\$72.00		Not Applicable
	\$193.31	\$289.97	\$386.63	1/1/2026	12/31/2026	\$75.60	5.00%	
	\$202.98	\$304.47	\$405.96	1/1/2027	12/31/2027	\$79.38	5.00%	
	\$213.13	\$319.69	\$426.26	1/1/2028	12/31/2028	\$83.35	5.00%	
	\$223.78	\$335.68	\$447.57	1/1/2029	12/31/2029	\$87.52	5.00%	
	\$234.97	\$352.46	\$469.95	1/1/2030	12/31/2030	\$91.89	5.00%	
Sr Construction Administrator II	\$184.11	\$276.16	\$368.22	1/1/2025	12/31/2025	\$72.00		Not Applicable
	\$193.31	\$289.97	\$386.63	1/1/2026	12/31/2026	\$75.60	5.00%	
	\$202.98	\$304.47	\$405.96	1/1/2027	12/31/2027	\$79.38	5.00%	
	\$213.13	\$319.69	\$426.26	1/1/2028	12/31/2028	\$83.35	5.00%	
	\$223.78	\$335.68	\$447.57	1/1/2029	12/31/2029	\$87.52	5.00%	
	\$234.97	\$352.46	\$469.95	1/1/2030	12/31/2030	\$91.89	5.00%	
Sr Construction Administrator I	\$166.21	\$249.31	\$332.42	1/1/2025	12/31/2025	\$65.00		Not Applicable
	\$174.52	\$261.78	\$349.04	1/1/2026	12/31/2026	\$68.25	5.00%	
	\$183.25	\$274.87	\$366.49	1/1/2027	12/31/2027	\$71.66	5.00%	
	\$192.41	\$288.61	\$384.82	1/1/2028	12/31/2028	\$75.25	5.00%	
	\$202.03	\$303.04	\$404.06	1/1/2029	12/31/2029	\$79.01	5.00%	
	\$212.13	\$318.19	\$424.26	1/1/2030	12/31/2030	\$82.96	5.00%	
Construction Administrator II	\$104.84	\$157.26	\$209.68	1/1/2025	12/31/2025	\$41.00		Not Applicable
	\$110.08	\$165.12	\$220.16	1/1/2026	12/31/2026	\$43.05	5.00%	
	\$115.59	\$173.38	\$231.17	1/1/2027	12/31/2027	\$45.20	5.00%	
	\$121.36	\$182.05	\$242.73	1/1/2028	12/31/2028	\$47.46	5.00%	
	\$127.43	\$191.15	\$254.87	1/1/2029	12/31/2029	\$49.84	5.00%	
	\$133.80	\$200.71	\$267.61	1/1/2030	12/31/2030	\$52.33	5.00%	
Construction Administrator I	\$86.94	\$130.41	\$173.88	1/1/2025	12/31/2025	\$34.00		Not Applicable
	\$91.29	\$136.93	\$182.57	1/1/2026	12/31/2026	\$35.70	5.00%	
	\$95.85	\$143.78	\$191.70	1/1/2027	12/31/2027	\$37.49	5.00%	
	\$100.64	\$150.97	\$201.29	1/1/2028	12/31/2028	\$39.36	5.00%	
	\$105.68	\$158.51	\$211.35	1/1/2029	12/31/2029	\$41.33	5.00%	
	\$110.96	\$166.44	\$221.92	1/1/2030	12/31/2030	\$43.39	5.00%	

(Add pages as necessary)

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.

EXHIBIT A - SCOPE OF SERVICES/PAYMENT PROVISIONS

SAMPLE COST PROPOSAL

Sample Only - Required Cost Proposal Template To Be Determined By Agency

SAMPLE COST PROPOSAL 2

**SPECIFIC RATE OF COMPENSATION (USE FOR ON-CALL OR AS-NEEDED CONTRACTS)
(CONSTRUCTION ENGINEERING AND INSPECTION CONTRACTS)**

Note: Mark-ups are Not Allowed

Consultant Harris & Associates Prime Consultant Subconsultant 2nd Tier Subconsultant
 RFQ #10914, On-Call
 Project Number Construction Management Services Contract No. 0 Date 6/20/2025

SCHEDULE OF OTHER DIRECT COST ITEMS (Add additional pages as necessary)				
Description of Items	Quantity	Unit	Unit Cost	Total
Mileage Costs	IRS Rate			
Equipment Rental and Supplies				
Permit Fees				
Plan Sheets				
Test				
Vehicle		1	1450	\$1.450
Subconsultant 1:				
Subconsultant 2:				
Subconsultant 3:				
Subconsultant 4:				
Subconsultant 5:				

Note: Add additional pages if necessary.

NOTES:

- List direct cost items with estimated costs. These costs should be competitive in their respective industries and supported with appropriate documentation.
- Proposed ODC items should be consistently billed regardless of client and contract type.
- Items when incurred for the same purpose, in like circumstance, should not be included in any indirect cost pool or in the overhead rate.
- Items such as special tooling, will be reimbursed at actual cost with supporting documentation (invoice).
- Items listed above that would be considered "tools of the trade" are not reimbursable as other direct cost.
- Travel related costs should be pre-approved by the contracting agency and shall not exceed current State Department of Personnel Administration rules.
- 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.
- 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.
- The cost proposal format shall not be amended. All costs must comply with the Federal cost principles.
- Add additional pages if necessary
- Subconsultants must provide their own cost proposals.

EXHIBIT A - SCOPE OF SERVICES/PAYMENT PROVISIONS

SAMPLE COST PROPOSAL

Sample Only - Required Cost Proposal Template To Be Determined By Agency

SAMPLE COST PROPOSAL 2

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.

Prime Consultant or Subconsultant Certifying:

Name:	Frank S. Lopez	Title:*	Vice President
Signature:		Certification Date (mm/dd/yyyy):	6/20/2025
Email:	frank.lopez@weareharris.com	Phone:	831.233.9242
Address:	60 W. Alisal Street, Ste 120, Salinas, CA 93901		

*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:

Construction Management, Inspeccion, and Administration

EXHIBIT A - SCOPE OF SERVICES/PAYMENT PROVISIONS

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	Kleinfelder, Inc			<input type="checkbox"/> Prime Consultant	<input checked="" type="checkbox"/> Subconsultant	<input type="checkbox"/> 2nd Tier Subconsultant				
Project No.	County of Monterey, DPW On-Call CM Services		Contract No.	RFQ #10914		Participation Amount	TBD			6/25/2025 Revised 9/30/2025 Date Revised 10/23/2025
For Combined Rate	FRINGE BENEFIT %	+	GENERAL & ADMINISTRATIVE %	=	COMBINED ICR%					
	56.30%	+	90.81%	=	147.11%					
					Fee	=	10.00%			
BILLING INFORMATION					CALCULATION INFORMATION					
Name/Job Title/Classification	Hourly Billing Rates			Effective date of hourly rate		Actual or Avg Hourly Rate	% or \$ increase	Hourly Range - for Classifications Only		
	Straight	OT(1.5x)	OT(2x)	From	To					
Johan Jacobsen, PE	\$ 296.13	N/A	N/A	11/21/2025	11/20/2026	\$ 108.94	-			
Program Manager	\$ 310.94	N/A	N/A	11/21/2026	11/20/2027	\$ 114.39	5.00%	Not Applicable		
Exempt	\$ 326.48	N/A	N/A	11/21/2027	11/20/2028	\$ 120.11	5.00%			
	\$ 342.82	N/A	N/A	11/21/2028	11/20/2029	\$ 126.12	5.00%			
	\$ 359.97	N/A	N/A	11/21/2029	12/31/2030	\$ 132.43	5.00%			
Robert (Lance) Young	\$ 196.04	N/A	N/A	11/21/2025	11/20/2026	\$ 72.12	-			
Project Manager	\$ 205.85	N/A	N/A	11/21/2026	11/20/2027	\$ 75.73	5.00%	Not Applicable		
Exempt	\$ 216.15	N/A	N/A	11/21/2027	11/20/2028	\$ 79.52	5.00%			
	\$ 226.97	N/A	N/A	11/21/2028	11/20/2029	\$ 83.50	5.00%			
	\$ 238.33	N/A	N/A	11/21/2029	12/31/2030	\$ 87.68	5.00%			
Aaron Kidd	\$ 209.11	N/A	N/A	11/21/2025	11/20/2026	\$ 76.93	-			
Laboratory Manager	\$ 219.58	N/A	N/A	11/21/2026	11/20/2027	\$ 80.78	5.00%	Not Applicable		
Exempt	\$ 230.56	N/A	N/A	11/21/2027	11/20/2028	\$ 84.82	5.00%			
	\$ 242.08	N/A	N/A	11/21/2028	11/20/2029	\$ 89.06	5.00%			
	\$ 254.18	N/A	N/A	11/21/2029	12/31/2030	\$ 93.51	5.00%			
McKinney (Todd) Proctor	\$ 195.20	N/A	N/A	11/21/2025	11/20/2026	\$ 71.81	-			
Special Inspection Lead NON PW	\$ 204.95	N/A	N/A	11/21/2026	11/20/2027	\$ 75.40	5.00%	Not Applicable		
Exempt	\$ 215.20	N/A	N/A	11/21/2027	11/20/2028	\$ 79.17	5.00%			
	\$ 225.96	N/A	N/A	11/21/2028	11/20/2029	\$ 83.13	5.00%			
	\$ 237.27	N/A	N/A	11/21/2029	12/31/2030	\$ 87.29	5.00%			
Sr. Project Controls Specialist	\$ 149.50	N/A	N/A	11/21/2025	11/20/2026	\$ 55.00	-	\$45-\$65		
Sr. Project Controls Specialist	\$ 156.98	N/A	N/A	11/21/2026	11/20/2027	\$ 57.75	5.00%	Not Applicable		
Exempt	\$ 164.83	N/A	N/A	11/21/2027	11/20/2028	\$ 60.64	5.00%			
	\$ 173.07	N/A	N/A	11/21/2028	11/20/2029	\$ 63.67	5.00%			
	\$ 181.71	N/A	N/A	11/21/2029	12/31/2030	\$ 66.85	5.00%			
Project Controls Specialist	\$ 108.73	N/A	N/A	11/21/2025	11/20/2026	\$ 40.00	-	\$35-\$45		
Project Controls Specialist	\$ 114.16	N/A	N/A	11/21/2026	11/20/2027	\$ 42.00	5.00%	Not Applicable		
Exempt	\$ 119.87	N/A	N/A	11/21/2027	11/20/2028	\$ 44.10	5.00%			
	\$ 125.88	N/A	N/A	11/21/2028	11/20/2029	\$ 46.31	5.00%			
	\$ 132.19	N/A	N/A	11/21/2029	12/31/2030	\$ 48.63	5.00%			
Dispatch/Admin	\$ 86.98	\$ 130.47	\$ 173.97	11/21/2025	11/20/2026	\$ 32.00	-			
Administration	\$ 91.33	\$ 137.00	\$ 182.66	11/21/2026	11/20/2027	\$ 33.60	5.00%	\$26-\$37		
Non-Exempt	\$ 95.90	\$ 143.85	\$ 191.80	11/21/2027	11/20/2028	\$ 35.28	5.00%			
	\$ 100.68	\$ 151.02	\$ 201.36	11/21/2028	11/20/2029	\$ 37.04	5.00%			
	\$ 105.71	\$ 158.57	\$ 211.42	11/21/2029	12/31/2030	\$ 38.89	5.00%			
Masonry/Lead Inspector PW G1	\$ 228.98	\$ 343.47	\$ 457.96	11/21/2025	11/20/2026	\$ 84.24	-			
Regular Shift - NC 63-3-9-2024-1**	\$ 240.43	\$ 360.64	\$ 480.85	11/21/2026	11/20/2027	\$ 88.45	5.00%	Not Applicable		
Non-exempt	\$ 252.44	\$ 378.66	\$ 504.88	11/21/2027	11/20/2028	\$ 92.87	5.00%			
	\$ 265.05	\$ 397.58	\$ 530.11	11/21/2028	11/20/2029	\$ 97.51	5.00%			
	\$ 278.32	\$ 417.48	\$ 556.64	11/21/2029	12/31/2030	\$ 102.39	5.00%			
Building/Construction Inspector PW G2	\$ 223.55	\$ 335.32	\$ 447.09	11/21/2025	11/20/2026	\$ 82.24	-			
Regular Shift - NC 63-3-9-2024-1**	\$ 234.72	\$ 352.08	\$ 469.43	11/21/2026	11/20/2027	\$ 86.35	5.00%	Not Applicable		
Non-exempt	\$ 246.46	\$ 369.69	\$ 492.92	11/21/2027	11/20/2028	\$ 90.67	5.00%			
	\$ 258.77	\$ 388.16	\$ 517.55	11/21/2028	11/20/2029	\$ 95.20	5.00%			
	\$ 271.71	\$ 407.57	\$ 543.42	11/21/2029	12/31/2030	\$ 99.96	5.00%			

EXHIBIT A - SCOPE OF SERVICES/PAYMENT PROVISIONS

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	Kleinfelder, Inc			<input type="checkbox"/> Prime Consultant	<input checked="" type="checkbox"/> Subconsultant	<input type="checkbox"/> 2nd Tier Subconsultant				
Project No.	County of Monterey, DPW On-Call CM Services		Contract No.	RFQ #10914		Participation Amount	TBD		6/25/2025 Revised 9/30/2025 Date Revised 10/23/2025	
For Combined Rate	FRINGE BENEFIT %	+	GENERAL & ADMINISTRATIVE %	=	COMBINED ICR%					
	56.30%	+	90.81%	=	147.11%					
					Fee	=	10.00%			
BILLING INFORMATION					CALCULATION INFORMATION					
Name/Job Title/Classification	Hourly Billing Rates			Effective date of hourly rate		Actual or Avg Hourly Rate	% or \$ increase	Hourly Range - for Classifications Only		
	Straight	OT(1.5x)	OT(2x)	From	To					
Soils/Asphalt Technician PW G3	\$ 203.95	\$ 305.92	\$ 407.89	11/21/2025	11/20/2026	\$ 75.03	-			
Regular Shift - NC 63-3-9-2024-1**	\$ 214.14	\$ 321.21	\$ 428.28	11/21/2026	11/20/2027	\$ 78.78	5.00%		Not Applicable	
Non-exempt	\$ 224.85	\$ 337.28	\$ 449.70	11/21/2027	11/20/2028	\$ 82.72	5.00%			
	\$ 236.10	\$ 354.16	\$ 472.21	11/21/2028	11/20/2029	\$ 86.86	5.00%			
	\$ 247.90	\$ 371.85	\$ 495.80	11/21/2029	12/31/2030	\$ 91.20	5.00%			
Concrete ACI Inspector PW G4	\$ 187.72	\$ 281.58	\$ 375.44	11/21/2025	11/20/2026	\$ 69.06	-			
Regular Shift - NC 63-3-9-2024-1**	\$ 197.10	\$ 295.65	\$ 394.19	11/21/2026	11/20/2027	\$ 72.51	5.00%		Not Applicable	
Non-exempt	\$ 206.96	\$ 310.45	\$ 413.93	11/21/2027	11/20/2028	\$ 76.14	5.00%			
	\$ 217.32	\$ 325.98	\$ 434.64	11/21/2028	11/20/2029	\$ 79.95	5.00%			
	\$ 228.19	\$ 342.29	\$ 456.39	11/21/2029	12/31/2030	\$ 83.95	5.00%			
Senior Technician (Non Prevailing Wage)	\$ 115.52	\$ 173.29	\$ 231.05	11/21/2025	11/20/2026	\$ 42.50	-			
Regular Shift NON PW	\$ 121.31	\$ 181.97	\$ 242.63	11/21/2026	11/20/2027	\$ 44.63	5.00%		\$30-\$50	
Non-exempt	\$ 127.38	\$ 191.06	\$ 254.75	11/21/2027	11/20/2028	\$ 46.86	5.00%			
	\$ 133.74	\$ 200.60	\$ 267.47	11/21/2028	11/20/2029	\$ 49.20	5.00%			
	\$ 140.42	\$ 210.63	\$ 280.85	11/21/2029	12/31/2030	\$ 51.66	5.00%			
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.										

EXHIBIT 10-H2 COST PROPOSAL Page 2 of 3

SPECIFIC RATE OF COMPENSATION (USE FOR ON-CALL OR AS-NEEDED CONTRACTS)
(CONSTRUCTION ENGINEERING AND INSPECTION CONTRACTS)

Consultant Kleinfelder, Inc Prime Consultant Subconsultant

Project No. County of Monterey, DPW 6/25/2025
On-Call CM Services Revised 9/30/2025
Contract No. RFQ #10914 Date Revised 10/23/2025

SCHEDULE OF OTHER DIRECT COST ITEMS				
Description of Item	Quantity	Unit	Unit Cost	Total
Mileage Costs			per IRS rate	
Ultrasonic NDT Equipment			\$ 300.00	TBD
Skidmore Wilhelm Machine			\$ 75.00	TBD
Plan Sheets / Reproduction / Copies			at cost	TBD
Laboratory Tests	Per Unit Rates		see attachment	see attachment
Vehicle Rental/Leased Vehicle		daily	\$ 125.00	
Subconsultant 1:				
Subconsultant 2:				
Subconsultant 3				
Subconsultant 4				
Subconsultant 5				

EXHIBIT A - SCOPE OF SERVICES/PAYMENT PROVISIONS

Local Assistance Procedures Manual

EXHIBIT 10-H1

Cost Proposal

EXHIBIT 10-H1 COST PROPOSAL (Page 3 of 3)

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

- 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 Suconsultant Certifying:

Name:	<u>Mark W. Connelly</u>	Title*:	<u>Vice President</u>
Signature:	<u></u>	Date of Certification (mm/dd/yyyy):	<u>10/23/2025</u>
Email:	<u>MConnelly@kleinfelder.com</u>	Phone Number:	<u>916-612-6536</u>
Address:	<u>3130 Kilgore Road Suite 200, Rancho Cordova, CA 95670</u>		

*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 this proposed contract:

Construction Inspection and Special Material Testing Services

EXHIBIT A - SCOPE OF SERVICES/PAYMENT PROVISIONS

**2024 KLEINFELDER FEE SCHEDULE FOR
GEOTECHNICAL and MATERIALS LABORATORY TESTING SERVICES**

SOIL TESTS

SOIL DENSITY TESTS				
Test	Standard Test Method[†]	Fee		
Standard Proctor	D698, T99	\$	305	each
Modified Proctor	D1557, T180	\$	305	each
Rapid Determination of Compaction*	D5080	\$	250	each
1-Point Proctor, Check Point	T272	\$	180	each
Proctor Oversize Correction	D4718	\$	95	each
Treated Soil Proctor	D558	\$	400	each
Minimum and Maximum Relative Density	D4254, D4253	\$	535	each
Maximum Density by Vibratory Hammer	D7382	\$	695	each
Moisture/Density, TEX 113-E	TEX113-E	\$	345	each
Moisture/Density, TEX 114-E	TEX114-E	\$	345	each
California Impact, CT 216	CT216	\$	285	each
<i>*Field Test</i>				

SOIL CLASSIFICATION AND INDEX TESTS				
Test	Standard Test Method[†]	Fee		
Visual Classification	D2488	\$	37	each
Sieve Analysis, % Finer than No. 200 Sieve	D1140	\$	115	each
Sieve Analysis, Fine	D422, D6913, T88	\$	165	each
Sieve Analysis, Coarse	D422, D6913, T88	\$	165	each
Sieve Analysis, Coarse and Fine	D422, D6913, T88	\$	210	each
Hydrometer Analysis (<i>Requires a Sieve Analysis, not included</i>)	D422, D7928	\$	230	each
Water Content	D2216, D4363, T265	\$	32	each
Water Content and Dry Unit Weight	D2216, D2937, D7263	\$	58	each
Atterberg Limits, Single Point	D4318-B, T89, T90	\$	150	each
Atterberg Limits, Multiple Point	D4318-A, T89, T90	\$	230	each
Soil Specific Gravity	D854, T100	\$	285	each
Soil Organic Content	D2974-C	\$	160	each
Fiber Content of Peat Soils	D1997	\$	335	each
Pinhole Dispersion Classification	D4647	\$	660	each
Soil pH	D4972, G51	\$	74	each
Double Hydrometer for Dispersive Soils	D4221	\$	345	each
Crumb Test for Dispersive Soils	D6572	\$	110	each
Soil Resistivity	G187	\$	200	each
Chloride Content		\$	89	each
Sulfate Content		\$	74	each
Thermal Resistivity, Per Point	D5334, IEEE 422	\$	410	each
Thermal Resistivity, Dry-Out Curve	D5334, IEEE 422	\$	1,195	each
Methylene Blue	C837	\$	290	each

[†]Common ASTM, AASHTO and DOT test methods.

- Those beginning with A, B, C, D, E, F, or G are ASTM methods.
- Those beginning with T are AASHTO methods.

EXHIBIT A - SCOPE OF SERVICES/PAYMENT PROVISIONS

**2024 KLEINFELDER FEE SCHEDULE FOR
GEOTECHNICAL and MATERIALS LABORATORY TESTING SERVICES**

SOIL TESTS (continued)

SOIL BEARING PRESSURE TESTS				
Test	Standard Test Method[†]	Fee		
California Bearing Ratio, Single Point (<i>proctor not included</i>)	D1883, T193	\$	440	each
California Bearing Ratio, 3 Points (<i>proctor not included</i>)	D1883, T193	\$	820	each
Resistance R-Value	D2844	\$	410	each
Resistance R-Value of Treated Material	D2844	\$	475	each
Rock Correction for R-Value	D2844	\$	105	each
Stabilized Soil UC Strength, 1 Point (<i>proctor not included</i>)	D1633, D5102	\$	220	each
Stabilized Soil UC Strength, Set of 3	D1633, D5102	\$	1,195	each
CT373, 1 Lime Content, w/o Opt. Moist.	CT373	\$	210	each
CT373, 1 Lime Content	CT373	\$	460	each
CT373, 3 Lime Contents	CT373	\$	1,385	each
Eades and Grim Test (Opt. Lime Content)	C977	\$	245	each
Resilient Modulus	T307	\$	600	each
CTB Strength, Individual Specimen		\$	230	each
CTB Strength, Set of 3, Without Design		\$	525	each
CTB Complete Mix Design		\$	Inquire	each

SOIL STRENGTH AND PERMEABILITY TESTS				
Test	Standard Test Method[†]	Fee		
Pocket Penetration Value		\$	37	each
Unconfined Compressive Strength	D2166, T208	\$	180	each
Direct Shear, 1 Point	D3080, T236	\$	190	each
Direct Shear, 3 Points	D3080, T236	\$	495	each
Direct Shear, Residual Strength, Each Point	D3080-Modified	\$	315	each
Consolidation without Time Rate Plots	D2435-Modified	\$	430	each
Consolidation with 2 Time Rate Plots	D2435-A, T216-A	\$	565	each
Consolidation, All Loads with Time Rates	D2435-B, T216-B	\$	800	each
Collapse Potential	D5333	\$	315	each
One Dimensional Swell – Wetting After Loading, Series	D4546-A	\$	380	each
One Dimensional Swell – Wetting After Loading	D4546-B	\$	220	each
One Dimensional Swell – Loading After Wetting	D4546-C	\$	600	each
Expansion Index	D4829	\$	245	each
Denver Swell Test		\$	220	each
Permeability, Rigid Wall	D2434	\$	565	each
Permeability, Flexible Wall	D5084-C	\$	495	each
Triaxial Compression, CU, 1 Point	D4767, T297	\$	630	each
Triaxial Compression, CU, 3 Points	D4767, T297	\$	1,560	each
Triaxial Compression, UU, 1 Point	D2850, T296	\$	265	each
Triaxial Compression, UU, 3 Points	D2850, T296	\$	800	each
Triaxial Compression, UU Saturated, 1 Point	D2850-Modified	\$	380	each
Triaxial Test, TEX117E, Part I	TEX117E	\$	2,250	each

[†]Common ASTM, AASHTO and DOT test methods.

- Those beginning with A, B, C, D, E, F, or G are ASTM methods.
- Those beginning with T are AASHTO methods.

EXHIBIT A - SCOPE OF SERVICES/PAYMENT PROVISIONS

**2024 KLEINFELDER FEE SCHEDULE FOR
GEOTECHNICAL and MATERIALS LABORATORY TESTING SERVICES**

Triaxial Test, TEX117E, Part II	TEX117E	\$	2,250	each
Vane Shear – Motorized	D4648	\$	100	each

ROCK TESTS

<u>Test</u>	<u>Standard Test Method[†]</u>	<u>Fee</u>		
Rock Sample Preparation	D4543	\$	150	each
Rock Mohs Hardness	IRSM	\$	100	each
Rock Point Load Index, per Point*	D5731	\$	68	each
Rock Slake Durability	D4644	\$	250	each
Rock Splitting Tensile/Brazilian, per Point*	D3967	\$	125	each
Rock Direct Tensile	D2936	\$	250	each
Rock Unconfined Compression	D7012-C	\$	315	each

*Above testing fees include routine sample preparation (end grinding) and sample photographs.
Point load and splitting tensile test fees are per break, not per set of ten.

AGGREGATE TESTS

<u>Test</u>	<u>Standard Test Method[†]</u>	<u>Fee</u>		
ASR Reactivity, Long Method	C227, C1293	\$	2,135	each
ASR Reactivity, Short Method	C1260, C1567	\$	1,195	each
Cleanness Value	CT227	\$	210	each
Clay Lumps and Friable Particles, per size <i>*(see note below)</i>	C142, T112	\$	130	each
Coarse Specific Gravity & Absorption	C127, T85	\$	125	each
Fine Specific Gravity & Absorption	C128, T84	\$	185	each
Coarse Durability	D3744, T210	\$	190	each
Fine Durability	D3744, T210	\$	190	each
Flat and Elongated Particles, per size <i>*(see note below)</i>	D4791	\$	120	each
Fractured Faces, per size <i>*(see note below)</i>	D5821, T335	\$	130	each
Lightweight Pieces <i>(Per specific gravity of heavy liquid)</i>	C123, T113	\$	370	each
Los Angeles Abrasion, Large Aggregate	C535	\$	250	each
Los Angeles Abrasion, Small Aggregate	C131, T96	\$	250	each
Mortar Sand Strength	C87, CT515	\$	820	each
Organic Impurities	C40, T21	\$	125	each
Sand Equivalent	D2419, T176	\$	190	each
Sieve Analysis, % Finer than No. 200 Sieve	C117, T11	\$	115	each
Sieve Analysis, Fine	C136, T27	\$	165	each
Sieve Analysis, Coarse	C136, T27	\$	165	each
Sieve Analysis, Coarse and Fine	C136, T27	\$	210	each
Soundness of Aggregate, per size <i>*(see note below)</i>	C88, T104	\$	190	each
Unit Weight	C29, T19	\$	84	each
Water Content	D2216, C566, T255	\$	32	each
Texas Wet Ball Mill	TEX116E	\$	380	each
Decantation Wash	TEX406A	\$	115	each
Uncompacted Void Content of Fine Aggregate	C1252, T304	\$	180	each

**Tests are billed by each size fraction tested. The quantity of fractions tested is dependent on the sample gradation and test method.*

[†]Common ASTM, AASHTO and DOT test methods.

- Those beginning with A, B, C, D, E, F, or G are ASTM methods.
- Those beginning with T are AASHTO methods.

EXHIBIT A - SCOPE OF SERVICES/PAYMENT PROVISIONS

**2024 KLEINFELDER FEE SCHEDULE FOR
GEOTECHNICAL and MATERIALS LABORATORY TESTING SERVICES**

FILTER MEDIA TESTS

Test	Standard Test Method[†]	Fee		
Filter Media, Sieve Analysis <i>(includes d10, d60, es, cu)</i>	AWWA B100	\$	230	each
Filter Media, Mohs Hardness	AWWA B100	\$	230	each
Acid Solubility	AWWA B100	\$	230	each

CONCRETE TESTS

Test	Standard Test Method[†]	Fee		
Concrete Compression	C39	\$	42	each
Concrete Core Compression	C42	\$	105	each
Concrete Flexural Strength	C78	\$	130	each
Hydraulic Cement Mortar Compression	C109 (field cast)	\$	42	each
Concrete Drying Shrinkage, set of 3*	C157	\$	640	Each
Concrete Core Thickness	C174	\$	58	each
Concrete Laboratory Trial Batch**	C192	\$	1,750	each
Concrete Time of Set by Penetration Resistance	C403, C191	\$	2,400	each
Concrete Modulus of Elasticity	C469	\$	600	each
Concrete Splitting Tensile Strength	C496	\$	175	each
Concrete Absorption	C497, C642	\$	200	each
Concrete Cylinder Unit Weight	C567	\$	200	each
Non-Shrink Grout Compression	C1107, C579	\$	42	each
Shotcrete Compression	C1140, C1604	\$	89	each
Shotcrete Core Grading	ACI 506.3	\$	150	each
Concrete Paving Slab Modulus of Rupture	C1782	\$	945	each
Concrete Direct Tensile	D2936, CRD C164	\$	525	each
CLSM Compression	D4832	\$	58	each
<i>*For sets greater than 3, add \$100 per prism</i>				
<i>**Includes up to 9 cylinders or 9 flex beams, additional cylinders, beams, or shrinkage prisms charged at individual unit rates</i>				

ROLLER COMPACTED CONCRETE TESTS

Test	Standard Test Method[†]	Fee		
RCC Compression	C1435/C39	\$	68	each
RCC Air Content	C1849	\$	125	each
RCC Unit Weight	C1849	\$	125	each
RCC Consistency and Density (VeBe)	C1170	\$	1,680	each
RCC Accelerated Cure	C1768 - modified	\$	790	each
RCC Trial Batch	ACI 211.1	\$	inquire	each

[†]Common ASTM, AASHTO and DOT test methods.

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- Those beginning with T are AASHTO methods.

EXHIBIT A - SCOPE OF SERVICES/PAYMENT PROVISIONS

**2024 KLEINFELDER FEE SCHEDULE FOR
GEOTECHNICAL and MATERIALS LABORATORY TESTING SERVICES**

MASONRY TESTS

Test	Standard Test Method[†]	Fee		
Masonry Grout Compression	C1019, C942	\$	42	each
Masonry Mortar Compression	C270, C780	\$	42	each
Masonry Core Compression and Shear	CA DSA	\$	210	each
Masonry Prism Compression	C1314	\$	160	each
CMU Absorption and Received Moisture	C140	\$	125	each
CMU Compression	C140	\$	130	each
CMU Dimension Verification	C140	\$	60	each
CMU Lineal Shrinkage	C426	\$	350	each

ASPHALT TESTS

MIX PROPERTY TESTS				
Test	Standard Test Method[†]	Fee		
Air Voids Determination (<i>calculation only</i>)	D3203, AI-MS-2	\$	68	each
VMA Determination (<i>calculation only</i>)	AI-MS-2, CT-LP-2	\$	68	each
VFA Determination (<i>calculation only</i>)	AI-MS-2, CT-LP-2	\$	68	each
Volumetric Properties (<i>calculation only</i>)	AI-MS-2, CT-LP-2	\$	68	each
AC Moisture Content	T329	\$	85	each
Gradation of Extracted Aggregate	D5444	\$	160	each
AC Content by Extraction	D2172	\$	375	each
AC Content by Ignition Oven	D6307, T308	\$	200	each
AC Ignition Oven Calibration (<i>determination of mix correction</i>)	D6307	\$	440	each
Hveem Stability	D1560	\$	440	each
Hveem Stability without Compaction	D1560	\$	230	each
Marshall Stability and Flow (<i>does not include compaction</i>)	D6927	\$	220	each

DESIGN AND DENSITY TESTS				
Test	Standard Test Method[†]	Fee		
AC Core Thickness	D3549	\$	45	each
AC Core Unit Weight & Thickness	D1188, D2726, D3549	\$	68	each
Unit Weight, Gyratory Method	D6925, T312	\$	400	each
Unit Weight, Hveem Method	D1561	\$	390	each
Unit Weight, Marshall Method	D6926	\$	285	each
Maximum Theoretical Specific Gravity	D2041	\$	210	each
Moisture Induced Damage	T283	\$	1,695	each
Hamburg Wheel Track, Set of 2	T324	\$	1,270	each
Index of Retained Strength	D1075	\$	1,445	each
Indirect Tensile Strength (<i>does not include compaction</i>)	D6931	\$	1,050	set/3
Indirect Tensile Strength of Cored Specimen	D6931	\$	440	each
Caltrans Tensile Strength Ratio	CT371	\$	2,310	each
Caltrans Optimum Bitumen Content OGFC	CT368	\$	2,135	each

[†]Common ASTM, AASHTO and DOT test methods.

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- Those beginning with T are AASHTO methods.

EXHIBIT A - SCOPE OF SERVICES/PAYMENT PROVISIONS

**2024 KLEINFELDER FEE SCHEDULE FOR
GEOTECHNICAL and MATERIALS LABORATORY TESTING SERVICES**

Film Stripping	CT302	\$	190	each
Mix Design, Hveem Method	CT367	\$	Inquire	each
Mix Design, Marshall Method	AI-MS-2	\$	Inquire	each
Mix Design, Superpave Method	AI-MS-2	\$	Inquire	each

EMULSION TESTS

EMULSION TESTS				
Test	Standard Test Method[†]	Fee		
Emulsion Settlement	D6930, T59	\$	295	each
Emulsion Sieve Test	D6933, T59	\$	130	each
Emulsion Storage Stability	D6930, T59	\$	230	each
Emulsion Torsional Recovery	CT332	\$	200	each
Particle Charge	D7402, T59	\$	130	each
Residue by Evaporation	D6934, T59	\$	145	each
Saybolt Viscosity	D7946, T59	\$	200	each
Slurry Seal Wet Track Abrasion	D3910, ISSA TB100	\$	440	each

METAL TESTS

BOLT TESTS				
Test	Standard Test Method[†]	Fee		
Bolt Assembly Suite (Bolt, Nut, Washer) *	F606	\$	300	each
Bolt Hardness	E18	\$	40	each
Bolt Proof Load	F606	\$	60	each
Bolt Wedge Tensile	F606	\$	65	each
Nut Hardness	E18	\$	40	each
Nut Proof Load	F606	\$	60	each
Washer Hardness	E18	\$	40	each

**An 'assembly' is one bolt, one nut and one washer. The suite consists of a bolt wedge tensile test, bolt and nut proof load tests, and hardness tests on all three pieces.*

REINFORCING BAR TESTS				
Test	Standard Test Method[†]	Fee		
Bend	A370, E290	\$	60	each
Rebar Tensile, up to No. 11	A370, E8	\$	120	each
Rebar Tensile, No. 14 and No. 18	A370, E8	\$	300	each
Rebar Coupler Slip	A370, A1034, CT670	\$	225	each
Rebar Coupler Tensile, up to No. 11	A370, A1034, CT670	\$	150	each
Rebar Coupler Tensile, No. 14 and No. 18	A370, A1034, CT670	\$	350	each
Headed Rebar Tensile, up to No. 11	A370, A970	\$	150	each
Headed Rebar Tensile, No. 14 and No. 18	A370, A970	\$	350	each
Modulus of Elasticity*	A370	\$	300	Each
Epoxy Coating Thickness	A775, A934	\$	130	each
Epoxy Coating Continuity – Holiday Test	A775, A934	\$	130	each
Epoxy Flexibility - Bending	A775, A934	\$	130	each

[†]Common ASTM, AASHTO and DOT test methods.

- Those beginning with A, B, C, D, E, F, or G are ASTM methods.
- Those beginning with T are AASHTO methods.

EXHIBIT A - SCOPE OF SERVICES/PAYMENT PROVISIONS

**2024 KLEINFELDER FEE SCHEDULE FOR
GEOTECHNICAL and MATERIALS LABORATORY TESTING SERVICES**

**Machined specimens only, in addition to the tensile fee.*

METAL TESTS				
Test	Standard Test Method[†]	Fee		
PT Strand Tensile	A370, A1061	\$	255	each
Anchor Bolt Tensile, up to 1.5" dia.	F1554	\$	190	each
Anchor Bolt Tensile, greater than 1.5" dia.	F1554	\$	350	each
Reduced Section Tensile*	A370	\$	250	each
Rockwell Hardness	E18	\$	40	each
Macroetch	E381	\$	500	each
Charpy Impact, Set of 3 **	A370, A673	\$	1,000	each
Galvanization Thickness	B499, E376	\$	35	each
Fireproofing Density	E605	\$	115	each
<i>*Machining test specimens is not included. Additional fees for stress-strain diagram.</i>				
<i>**Machining test specimens is not included. Additional fees will be assessed for testing at temperatures other than 40°F.</i>				

MISCELLANEOUS TESTS

MISCELLANEOUS TESTS				
Test	Standard Test Method[†]	Fee		
Tensile and Elastic Modulus Polymer Composite Materials	D3039	\$	805	set/5

SAMPLE PREPARATION

SAMPLE PREPARATION				
Test	Standard Test Method[†]	Fee		
Sample Cutting and Trimming		\$	42	each
Sample Preparation		\$	75	each
Sample Remolding		\$	100	each
Contamination Fee		\$	varies	each
Sample Disposal Fee		\$	10	each

[†]Common ASTM, AASHTO and DOT test methods.

- Those beginning with A, B, C, D, E, F, or G are ASTM methods.
- Those beginning with T are AASHTO methods.

EXHIBIT A - SCOPE OF SERVICES/PAYMENT PROVISIONS

SAMPLE COST PROPOSAL

Sample Only - Required Cost Proposal Template To Be Determined By Agency

SAMPLE COST PROPOSAL 2

SPECIFIC RATE OF COMPENSATION (USE FOR ON-CALL OR AS-NEEDED CONTRACTS)

(CONSTRUCTION ENGINEERING AND INSPECTION CONTRACTS)

Note: Mark-ups are Not Allowed

Consultant **Pacific Crest Engineering Inc.** Prime Consultant Subconsultant 2nd Tier Subconsultant
 Project No. **RFQ #10914, On-Call Construction Management** Contract No. **[REDACTED]** Contract Amount **[REDACTED]** Date **10/22/2025**

For Combined Rate	Fringe Benefit %	+	General & Administration %	=	Combined Indirect Cost Rate (ICR) %	163.79%
OR						
For Home Office Rate	Fringe Benefit %	+	General & Administration %	=	Home Office ICR %	0.00%
For Field Office Rate	Fringe Benefit %	+	General & Administration %	=	Field Office ICR %	0.00%
					FEE % =	10.00%

BILLING INFORMATION

CALCULATION INFORMATION

Name/Job Title/Classification ¹	Hourly Billing Rates ³			Effective date of hourly rate		Actual or Avg. hourly rate ⁴	% or \$ increase	Hourly range - for classifications only
	Straight	OT(1.5x)	OT(2x)	From	To			
Matt Maciel, Chris Johnson, & Erik Zinn Principal Engineer/Geologist	\$288.75	\$433.12	\$577.49	11/21/2025	12/31/2025	\$99.51		Not Applicable
	\$297.41	\$446.11	\$594.82	1/1/2026	12/1/2026	\$102.50	3.00%	
	\$306.33	\$459.50	\$612.66	1/1/2027	12/1/2027	\$105.57	3.00%	
	\$315.52	\$473.28	\$631.04	1/1/2028	12/1/2028	\$108.74	3.00%	
	\$324.99	\$487.48	\$649.97	1/1/2029	12/1/2029	\$112.00	3.00%	
	\$334.74	\$502.11	\$669.47	1/1/2030	12/31/2030	\$115.36	3.00%	
Elizabeth Mitchell Associate Engineer	\$233.47	\$350.20	\$466.94	11/21/2025	12/31/2025	\$80.46		Not Applicable
	\$240.47	\$360.71	\$480.95	1/1/2026	12/1/2026	\$82.87	3.00%	
	\$247.69	\$371.53	\$495.38	1/1/2027	12/1/2027	\$85.36	3.00%	
	\$255.12	\$382.68	\$510.24	1/1/2028	12/1/2028	\$87.92	3.00%	
	\$262.77	\$394.16	\$525.55	1/1/2029	12/1/2029	\$90.56	3.00%	
	\$270.66	\$405.98	\$541.31	1/1/2030	12/31/2030	\$93.28	3.00%	
Cara Al-lami & Ben Andrews	\$145.96	\$218.93	\$291.91	11/21/2025	12/31/2025	\$50.30		Not Applicable
	\$150.33	\$225.50	\$300.67	1/1/2026	12/1/2026	\$51.81	3.00%	

EXHIBIT A - SCOPE OF SERVICES/PAYMENT PROVISIONS

	\$154.84	\$232.27	\$309.69	1/1/2027	12/1/2027	\$53.36	3.00%	
	\$159.49	\$239.23	\$318.98	1/1/2028	12/1/2028	\$54.96	3.00%	
	\$164.27	\$246.41	\$328.55	1/1/2029	12/1/2029	\$56.61	3.00%	
Senior Engineer/Geologist	\$169.20	\$253.80	\$338.40	1/1/2030	12/31/2030	\$58.31	3.00%	
J. Ismael Pedraza, Lennin Naranjo, Marcos Rodriguez	\$126.96	\$190.44	\$253.92	11/21/2025	12/31/2025	\$43.75		Not Applicable
	\$130.77	\$196.15	\$261.53	1/1/2026	12/1/2026	\$45.07	3.00%	
	\$134.69	\$202.03	\$269.38	1/1/2027	12/1/2027	\$46.42	3.00%	
	\$138.73	\$208.10	\$277.46	1/1/2028	12/1/2028	\$47.81	3.00%	
	\$142.89	\$214.34	\$285.78	1/1/2029	12/1/2029	\$49.24	3.00%	
Staff Engineer/Geologist	\$147.18	\$220.77	\$294.36	1/1/2030	12/31/2030	\$50.72	3.00%	
Jennifer Olds & Jennifer Alvarez	\$129.44	\$194.17	\$258.89	11/21/2025	12/31/2025	\$44.61		Not Applicable
	\$133.33	\$199.99	\$266.66	1/1/2026	12/1/2026	\$45.95	3.00%	
	\$137.33	\$205.99	\$274.66	1/1/2027	12/1/2027	\$47.33	3.00%	
	\$141.45	\$212.17	\$282.89	1/1/2028	12/1/2028	\$48.75	3.00%	
	\$145.69	\$218.54	\$291.38	1/1/2029	12/1/2029	\$50.21	3.00%	
Administration	\$150.06	\$225.09	\$300.12	1/1/2030	12/31/2030	\$51.72	3.00%	

(Add pages as necessary)

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.

EXHIBIT A - SCOPE OF SERVICES/PAYMENT PROVISIONS

SAMPLE COST PROPOSAL

Sample Only - Required Cost Proposal Template To Be Determined By Agency

SAMPLE COST PROPOSAL 2

SPECIFIC RATE OF COMPENSATION (USE FOR ON-CALL OR AS-NEEDED CONTRACTS)
(CONSTRUCTION ENGINEERING AND INSPECTION CONTRACTS)

Note: Mark-ups are Not Allowed

Consultant	Pacific Crest Engineering Inc.		<input type="checkbox"/> Prime Consultant	<input checked="" type="checkbox"/> Subconsultant	<input type="checkbox"/> 2nd Tier Subconsultant
Project Number	RFQ #10914, On-Call Construction Management	Contract No.	0	Participation Amount	0
				Date	10/22/2025

For Combined Rate	Fringe Benefit %	+	General & Administration %	=	Combined Indirect Cost Rate (ICR) %
					163.79%
For Home Office Rate	Fringe Benefit %	+	General & Administration %	=	Home Office ICR %
					0.00%
For Field Office Rate	Fringe Benefit %	+	General & Administration %	=	Field Office ICR %
					0.00%
FEE % =					10.00%

Name/Job Title/Classification ¹	Hourly Billing Rates ³			Effective date of hourly rate		Actual or Avg. hourly rate ⁴	% or \$ increase	Hourly range - for classifications only
	Straight	OT(1.5x)	OT(2x)	From	To			
Carlie Bonita & Brian Apolinario	\$108.73	\$163.09	\$217.45	11/21/2025	12/31/2025	\$37.47		Not Applicable
	\$111.99	\$167.98	\$223.98	1/1/2026	12/31/2026	\$38.59	3.00%	
	\$115.35	\$173.02	\$230.70	1/1/2027	12/31/2027	\$39.75	3.00%	
	\$118.81	\$178.21	\$237.62	1/1/2028	12/31/2028	\$40.94	3.00%	
	\$122.37	\$183.56	\$244.74	1/1/2029	12/31/2029	\$42.17	3.00%	
Lab Technician	\$126.04	\$189.07	\$252.09	1/1/2030	12/31/2030	\$43.44	3.00%	
Chris Clary – Field Technician Supervisor	\$123.52	\$185.29	\$247.05	11/21/2025	12/31/2025	\$42.57		Not Applicable
	\$127.23	\$190.85	\$254.46	1/1/2026	12/31/2026	\$43.85	3.00%	
	\$131.05	\$196.57	\$262.10	1/1/2027	12/31/2027	\$45.16	3.00%	
	\$134.98	\$202.47	\$269.96	1/1/2028	12/31/2028	\$46.52	3.00%	
	\$139.03	\$208.54	\$278.06	1/1/2029	12/31/2029	\$47.91	3.00%	
Technician - Regular Time	\$143.20	\$214.80	\$286.40	1/1/2030	12/31/2030	\$49.35	3.00%	
Ryan Legions – Field Technician	\$89.37	\$134.06	\$178.74	11/21/2025	12/31/2025	\$30.80		Not Applicable
	\$92.05	\$138.08	\$184.11	1/1/2026	12/31/2026	\$31.72	3.00%	
	\$94.81	\$142.22	\$189.63	1/1/2027	12/31/2027	\$32.68	3.00%	
	\$97.66	\$146.49	\$195.32	1/1/2028	12/31/2028	\$33.66	3.00%	
	\$100.59	\$150.88	\$201.18	1/1/2029	12/31/2029	\$34.67	3.00%	
Technician - Regular Time	\$103.61	\$155.41	\$207.21	1/1/2030	12/31/2030	\$35.71	3.00%	
Edward Carrillo – Field Technician	\$113.89	\$170.84	\$227.78	11/21/2025	12/31/2025	\$39.25		Not Applicable
	\$117.31	\$175.96	\$234.62	1/1/2026	12/31/2026	\$40.43	3.00%	
	\$120.83	\$181.24	\$241.65	1/1/2027	12/31/2027	\$41.64	3.00%	
	\$124.45	\$186.68	\$248.90	1/1/2028	12/31/2028	\$42.89	3.00%	
	\$128.19	\$192.28	\$256.37	1/1/2029	12/31/2029	\$44.18	3.00%	
Technician - Regular Time	\$132.03	\$198.05	\$264.06	1/1/2030	12/31/2030	\$45.50	3.00%	
Zachary Detter – Field Technician	\$96.02	\$144.03	\$192.03	11/21/2025	12/31/2025	\$33.09		Not Applicable
	\$98.90	\$148.35	\$197.79	1/1/2026	12/31/2026	\$34.08	3.00%	
	\$101.86	\$152.80	\$203.73	1/1/2027	12/31/2027	\$35.11	3.00%	
	\$104.92	\$157.38	\$209.84	1/1/2028	12/31/2028	\$36.16	3.00%	
	\$108.07	\$162.10	\$216.14	1/1/2029	12/31/2029	\$37.24	3.00%	
Technician - Regular Time	\$111.31	\$166.96	\$222.62	1/1/2030	12/31/2030	\$38.36	3.00%	

(Add pages as necessary)

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.

EXHIBIT A - SCOPE OF SERVICES/PAYMENT PROVISIONS

SAMPLE COST PROPOSAL

Sample Only - Required Cost Proposal Template To Be Determined By Agency

SAMPLE COST PROPOSAL 2

SPECIFIC RATE OF COMPENSATION (USE FOR ON-CALL OR AS-NEEDED CONTRACTS)
(CONSTRUCTION ENGINEERING AND INSPECTION CONTRACTS)

Note: Mark-ups are Not Allowed

Consultant Pacific Crest Engineering Inc. Prime Consultant Subconsultant 2nd Tier Subconsultant
 Project Number RFQ #10914, On-Call Construction Management Contract No. 0 Participation Amount 0 Date 10/22/2025

For Combined Rate	Fringe Benefit %	+	General & Administration %	=	Combined Indirect Cost Rate (ICR) %
					163.79%
For Home Office Rate	Fringe Benefit %	+	General & Administration %	=	Home Office ICR %
					0.00%
For Field Office Rate	Fringe Benefit %	+	General & Administration %	=	Field Office ICR %
					0.00%
FEE % =					10.00%

Name/Job Title/Classification ¹	BILLING INFORMATION			Effective date of hourly rate		Actual or Avg. hourly rate ⁴	% or \$ increase	Hourly range - for classifications only
	Straight	OT(1.5x)	OT(2x)	From	To			
Brian Apolinario – Field Technician	\$101.36	\$152.03	\$202.71	11/21/2025	12/31/2025	\$34.93		Not Applicable
	\$104.40	\$156.60	\$208.79	1/1/2026	12/31/2026	\$35.98	3.00%	
	\$107.53	\$161.29	\$215.06	1/1/2027	12/31/2027	\$37.06	3.00%	
	\$110.75	\$166.13	\$221.51	1/1/2028	12/31/2028	\$38.17	3.00%	
	\$114.08	\$171.12	\$228.15	1/1/2029	12/31/2029	\$39.31	3.00%	
Technician - Regular Time	\$117.50	\$176.25	\$235.00	1/1/2030	12/31/2030	\$40.49	3.00%	
Daniel Oliveira – Field Technician	\$87.31	\$130.97	\$174.62	11/21/2025	12/31/2025	\$30.09		Not Applicable
	\$89.93	\$134.90	\$179.86	1/1/2026	12/31/2026	\$30.99	3.00%	
	\$92.63	\$138.94	\$185.26	1/1/2027	12/31/2027	\$31.92	3.00%	
	\$95.41	\$143.11	\$190.82	1/1/2028	12/31/2028	\$32.88	3.00%	
	\$98.27	\$147.41	\$196.54	1/1/2029	12/31/2029	\$33.87	3.00%	
Technician - Regular Time	\$101.22	\$151.83	\$202.44	1/1/2030	12/31/2030	\$34.88	3.00%	
J. Pedraza – Field Technician	\$111.13	\$166.70	\$222.27	11/21/2025	12/31/2025	\$38.30		Not Applicable
	\$114.47	\$171.70	\$228.94	1/1/2026	12/31/2026	\$39.45	3.00%	
	\$117.90	\$176.85	\$235.81	1/1/2027	12/31/2027	\$40.63	3.00%	
	\$121.44	\$182.16	\$242.88	1/1/2028	12/31/2028	\$41.85	3.00%	
	\$125.08	\$187.62	\$250.17	1/1/2029	12/31/2029	\$43.11	3.00%	
Technician - Regular Time	\$128.84	\$193.25	\$257.67	1/1/2030	12/31/2030	\$44.40	3.00%	
Justin Hannah – Field Technician	\$92.85	\$139.28	\$185.71	11/21/2025	12/31/2025	\$32.00		Not Applicable
	\$95.64	\$143.46	\$191.28	1/1/2026	12/31/2026	\$32.96	3.00%	
	\$98.51	\$147.76	\$197.02	1/1/2027	12/31/2027	\$33.95	3.00%	
	\$101.46	\$152.20	\$202.93	1/1/2028	12/31/2028	\$34.97	3.00%	
	\$104.51	\$156.76	\$209.02	1/1/2029	12/31/2029	\$36.02	3.00%	
Technician - Regular Time	\$107.64	\$161.46	\$215.29	1/1/2030	12/31/2030	\$37.10	3.00%	
Josh Silva – Field Technician	\$87.05	\$130.58	\$174.10	11/21/2025	12/31/2025	\$30.00		Not Applicable
	\$89.66	\$134.49	\$179.32	1/1/2026	12/31/2026	\$30.90	3.00%	
	\$92.35	\$138.53	\$184.70	1/1/2027	12/31/2027	\$31.83	3.00%	
	\$95.12	\$142.68	\$190.25	1/1/2028	12/31/2028	\$32.78	3.00%	
	\$97.98	\$146.96	\$195.95	1/1/2029	12/31/2029	\$33.77	3.00%	
Technician - Regular Time	\$100.92	\$151.37	\$201.83	1/1/2030	12/31/2030	\$34.78	3.00%	

(Add pages as necessary)

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EXHIBIT A - SCOPE OF SERVICES/PAYMENT PROVISIONS

SAMPLE COST PROPOSAL

Sample Only - Required Cost Proposal Template To Be Determined By Agency

SAMPLE COST PROPOSAL 2

SPECIFIC RATE OF COMPENSATION (USE FOR ON-CALL OR AS-NEEDED CONTRACTS)
(CONSTRUCTION ENGINEERING AND INSPECTION CONTRACTS)

Note: Mark-ups are Not Allowed

Consultant Pacific Crest Engineering Inc. Prime Consultant Subconsultant 2nd Tier Subconsultant
 Project Number RFQ #10914, On-Call Construction Management Contract No. 0 Participation Amount 0 Date 10/22/2025

For Combined Rate	Fringe Benefit %	+	General & Administration %	=	Combined Indirect Cost Rate (ICR) %
					163.79%
For Home Office Rate	Fringe Benefit %	+	General & Administration %	=	Home Office ICR %
					0.00%
For Field Office Rate	Fringe Benefit %	+	General & Administration %	=	Field Office ICR %
					0.00%
FEE % =					10.00%

BILLING INFORMATION

CALCULATION INFORMATION

Name/Job Title/Classification ¹	Hourly Billing Rates ³			Effective date of hourly rate		Actual or Avg. hourly rate ⁴	% or \$ increase	Hourly range - for classifications only
	Straight	OT(1.5x)	OT(2x)	From	To			
Lennin Naranjo – Field Technician	\$89.95	\$134.93	\$179.90	11/21/2025	12/31/2025	\$31.00		Not Applicable
	\$92.65	\$138.98	\$185.30	1/1/2026	12/31/2026	\$31.93	3.00%	
	\$95.43	\$143.15	\$190.86	1/1/2027	12/31/2027	\$32.89	3.00%	
	\$98.29	\$147.44	\$196.59	1/1/2028	12/31/2028	\$33.87	3.00%	
	\$101.24	\$151.86	\$202.48	1/1/2029	12/31/2029	\$34.89	3.00%	
Technician - Regular Time	\$104.28	\$156.42	\$208.56	1/1/2030	12/31/2030	\$35.94	3.00%	
Chris Clary – Field Technician Supervisor**	\$223.46	\$335.19	\$446.92	11/21/2025	12/31/2025	\$77.01		Not Applicable
	\$230.16	\$345.24	\$460.33	1/1/2026	12/31/2026	\$79.32	3.00%	
	\$237.07	\$355.60	\$474.14	1/1/2027	12/31/2027	\$81.70	3.00%	
	\$244.18	\$366.27	\$488.36	1/1/2028	12/31/2028	\$84.15	3.00%	
	\$251.51	\$377.26	\$503.01	1/1/2029	12/31/2029	\$86.68	3.00%	
Technician - PW Group 3	\$259.05	\$388.58	\$518.10	1/1/2030	12/31/2030	\$89.28	3.00%	
Ryan Legions – Field Technician**	\$217.39	\$326.09	\$434.79	11/21/2025	12/31/2025	\$74.92		Not Applicable
	\$223.92	\$335.87	\$447.83	1/1/2026	12/31/2026	\$77.17	3.00%	
	\$230.63	\$345.95	\$461.27	1/1/2027	12/31/2027	\$79.48	3.00%	
	\$237.55	\$356.33	\$475.11	1/1/2028	12/31/2028	\$81.87	3.00%	
	\$244.68	\$367.02	\$489.36	1/1/2029	12/31/2029	\$84.32	3.00%	
Technician - PW Group 3	\$252.02	\$378.03	\$504.04	1/1/2030	12/31/2030	\$86.85	3.00%	
Edward Carrillo - Field Technician**	\$225.00	\$337.50	\$449.99	11/21/2025	12/31/2025	\$77.54		Not Applicable
	\$231.75	\$347.62	\$463.49	1/1/2026	12/31/2026	\$79.87	3.00%	
	\$238.70	\$358.05	\$477.40	1/1/2027	12/31/2027	\$82.26	3.00%	
	\$245.86	\$368.79	\$491.72	1/1/2028	12/31/2028	\$84.73	3.00%	
	\$253.24	\$379.85	\$506.47	1/1/2029	12/31/2029	\$87.27	3.00%	
Technician - PW Group 3	\$260.83	\$391.25	\$521.67	1/1/2030	12/31/2030	\$89.89	3.00%	
Zachary Detter – Field Technician**	\$198.59	\$297.89	\$397.18	11/21/2025	12/31/2025	\$68.44		Not Applicable
	\$204.55	\$306.82	\$409.10	1/1/2026	12/31/2026	\$70.49	3.00%	
	\$210.69	\$316.03	\$421.37	1/1/2027	12/31/2027	\$72.61	3.00%	
	\$217.01	\$325.51	\$434.01	1/1/2028	12/31/2028	\$74.79	3.00%	
	\$223.52	\$335.28	\$447.03	1/1/2029	12/31/2029	\$77.03	3.00%	
Technician - PW Group 3	\$230.22	\$345.33	\$460.44	1/1/2030	12/31/2030	\$79.34	3.00%	

(Add pages as necessary)

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EXHIBIT A - SCOPE OF SERVICES/PAYMENT PROVISIONS

SAMPLE COST PROPOSAL

Sample Only - Required Cost Proposal Template To Be Determined By Agency

SAMPLE COST PROPOSAL 2

SPECIFIC RATE OF COMPENSATION (USE FOR ON-CALL OR AS-NEEDED CONTRACTS)
(CONSTRUCTION ENGINEERING AND INSPECTION CONTRACTS)

Note: Mark-ups are Not Allowed

Consultant Pacific Crest Engineering Inc. Prime Consultant Subconsultant 2nd Tier Subconsultant
 Project Number RFQ #10914, On-Call Construction Management Contract No. 0 Participation Amount 0 Date 10/22/2025

For Combined Rate	Fringe Benefit %	+	General & Administration %	=	Combined Indirect Cost Rate (ICR) %
					163.79%
For Home Office Rate	Fringe Benefit %	+	General & Administration %	=	Home Office ICR %
					0.00%
For Field Office Rate	Fringe Benefit %	+	General & Administration %	=	Field Office ICR %
					0.00%
FEE % =					10.00%

Name/Job Title/Classification ¹	Hourly Billing Rates ³			Effective date of hourly rate		Actual or Avg. hourly rate ⁴	% or \$ increase	Hourly range - for classifications only
	Straight	OT(1.5x)	OT(2x)	From	To			
Brian Apolinario – Field Technician**	\$212.20	\$318.30	\$424.40	11/21/2025	12/31/2025	\$73.13		Not Applicable
	\$218.57	\$327.85	\$437.13	1/1/2026	12/31/2026	\$75.32	3.00%	
	\$225.12	\$337.69	\$450.25	1/1/2027	12/31/2027	\$77.58	3.00%	
	\$231.88	\$347.82	\$463.75	1/1/2028	12/31/2028	\$79.91	3.00%	
	\$238.83	\$358.25	\$477.67	1/1/2029	12/31/2029	\$82.31	3.00%	
Technician - PW Group 3	\$246.00	\$369.00	\$492.00	1/1/2030	12/31/2030	\$84.78	3.00%	
Daniel Oliveira – Field Technician**	\$209.39	\$314.08	\$418.77	11/21/2025	12/31/2025	\$72.16		Not Applicable
	\$215.67	\$323.50	\$431.34	1/1/2026	12/31/2026	\$74.32	3.00%	
	\$222.14	\$333.21	\$444.28	1/1/2027	12/31/2027	\$76.55	3.00%	
	\$228.80	\$343.20	\$457.60	1/1/2028	12/31/2028	\$78.85	3.00%	
	\$235.67	\$353.50	\$471.33	1/1/2029	12/31/2029	\$81.22	3.00%	
Technician - PW Group 3	\$242.74	\$364.10	\$485.47	1/1/2030	12/31/2030	\$83.65	3.00%	
J. Pedraza – Field Technician**	\$212.78	\$319.17	\$425.56	11/21/2025	12/31/2025	\$73.33		Not Applicable
	\$219.16	\$328.75	\$438.33	1/1/2026	12/31/2026	\$75.53	3.00%	
	\$225.74	\$338.61	\$451.48	1/1/2027	12/31/2027	\$77.80	3.00%	
	\$232.51	\$348.77	\$465.02	1/1/2028	12/31/2028	\$80.13	3.00%	
	\$239.49	\$359.23	\$478.97	1/1/2029	12/31/2029	\$82.53	3.00%	
Technician - PW Group 3	\$246.67	\$370.01	\$493.34	1/1/2030	12/31/2030	\$85.01	3.00%	
Justin Hannah – Field Technician**	\$237.71	\$356.56	\$475.41	11/21/2025	12/31/2025	\$81.92		Not Applicable
	\$244.84	\$367.26	\$489.68	1/1/2026	12/31/2026	\$84.38	3.00%	
	\$252.18	\$378.27	\$504.37	1/1/2027	12/31/2027	\$86.91	3.00%	
	\$259.75	\$389.62	\$519.50	1/1/2028	12/31/2028	\$89.52	3.00%	
	\$267.54	\$401.31	\$535.08	1/1/2029	12/31/2029	\$92.20	3.00%	
Technician - PW Group 3	\$275.57	\$413.35	\$551.13	1/1/2030	12/31/2030	\$94.97	3.00%	
Josh Silva – Field Technician**	\$220.21	\$330.31	\$440.42	11/21/2025	12/31/2025	\$75.89		Not Applicable
	\$226.82	\$340.22	\$453.63	1/1/2026	12/31/2026	\$78.17	3.00%	
	\$233.62	\$350.43	\$467.24	1/1/2027	12/31/2027	\$80.51	3.00%	
	\$240.63	\$360.94	\$481.26	1/1/2028	12/31/2028	\$82.93	3.00%	
	\$247.85	\$371.77	\$495.69	1/1/2029	12/31/2029	\$85.41	3.00%	
Technician - PW Group 3	\$255.28	\$382.92	\$510.57	1/1/2030	12/31/2030	\$87.98	3.00%	

(Add pages as necessary)

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EXHIBIT A - SCOPE OF SERVICES/PAYMENT PROVISIONS

SAMPLE COST PROPOSAL

Sample Only - Required Cost Proposal Template To Be Determined By Agency

SAMPLE COST PROPOSAL 2

SPECIFIC RATE OF COMPENSATION (USE FOR ON-CALL OR AS-NEEDED CONTRACTS)
(CONSTRUCTION ENGINEERING AND INSPECTION CONTRACTS)

Note: Mark-ups are Not Allowed

Consultant	Pacific Crest Engineering Inc.		<input type="checkbox"/> Prime Consultant	<input checked="" type="checkbox"/> Subconsultant	<input type="checkbox"/> 2nd Tier Subconsultant
Project Number	RFQ #10914, On-Call Construction Management	Contract No.	0	Participation Amount	0
				Date	10/22/2025

For Combined Rate	Fringe Benefit %	+	General & Administration %	=	Combined Indirect Cost Rate (ICR) %
					163.79%
For Home Office Rate	Fringe Benefit %	+	General & Administration %	=	Home Office ICR %
					0.00%
For Field Office Rate	Fringe Benefit %	+	General & Administration %	=	Field Office ICR %
					0.00%
FEE % =					10.00%

BILLING INFORMATION

CALCULATION INFORMATION

Name/Job Title/Classification ¹	Hourly Billing Rates ³			Effective date of hourly rate		Actual or Avg. hourly rate ⁴	% or \$ increase	Hourly range - for classifications only
	Straight	OT(1.5x)	OT(2x)	From	To			
Lennin Naranjo – Field Technician	\$220.21	\$330.31	\$440.42	11/21/2025	12/31/2025	\$75.89		Not Applicable
	\$226.82	\$340.22	\$453.63	1/1/2026	12/31/2026	\$78.17	3.00%	
	\$233.62	\$350.43	\$467.24	1/1/2027	12/31/2027	\$80.51	3.00%	
	\$240.63	\$360.94	\$481.26	1/1/2028	12/31/2028	\$82.93	3.00%	
	\$247.85	\$371.77	\$495.69	1/1/2029	12/31/2029	\$85.41	3.00%	
Technician - PW Group 3	\$255.28	\$382.92	\$510.57	1/1/2030	12/31/2030	\$87.98	3.00%	
Chris Clary – Field Technician Supervisor**	\$206.14	\$309.20	\$412.27	11/21/2025	12/31/2025	\$71.04		Not Applicable
	\$212.32	\$318.48	\$424.64	1/1/2026	12/31/2026	\$73.17	3.00%	
	\$218.69	\$328.03	\$437.38	1/1/2027	12/31/2027	\$75.37	3.00%	
	\$225.25	\$337.88	\$450.50	1/1/2028	12/31/2028	\$77.63	3.00%	
	\$232.01	\$348.01	\$464.02	1/1/2029	12/31/2029	\$79.96	3.00%	
Technician - PW Group 4	\$238.97	\$358.45	\$477.94	1/1/2030	12/31/2030	\$82.35	3.00%	
Ryan Legions – Field Technician**	\$200.07	\$300.11	\$400.14	11/21/2025	12/31/2025	\$68.95		Not Applicable
	\$206.07	\$309.11	\$412.15	1/1/2026	12/31/2026	\$71.02	3.00%	
	\$212.26	\$318.38	\$424.51	1/1/2027	12/31/2027	\$73.15	3.00%	
	\$218.62	\$327.94	\$437.25	1/1/2028	12/31/2028	\$75.34	3.00%	
	\$225.18	\$337.77	\$450.36	1/1/2029	12/31/2029	\$77.60	3.00%	
Technician - PW Group 4	\$231.94	\$347.91	\$463.88	1/1/2030	12/31/2030	\$79.93	3.00%	
Edward Carrillo - Field Technician**	\$207.67	\$311.51	\$415.35	11/21/2025	12/31/2025	\$71.57		Not Applicable
	\$213.90	\$320.86	\$427.81	1/1/2026	12/31/2026	\$73.72	3.00%	
	\$220.32	\$330.48	\$440.64	1/1/2027	12/31/2027	\$75.93	3.00%	
	\$226.93	\$340.40	\$453.86	1/1/2028	12/31/2028	\$78.21	3.00%	
	\$233.74	\$350.61	\$467.48	1/1/2029	12/31/2029	\$80.55	3.00%	
Technician - PW Group 4	\$240.75	\$361.13	\$481.50	1/1/2030	12/31/2030	\$82.97	3.00%	
Zachary Detter – Field Technician**	\$181.27	\$271.90	\$362.54	11/21/2025	12/31/2025	\$62.47		Not Applicable
	\$186.71	\$280.06	\$373.41	1/1/2026	12/31/2026	\$64.34	3.00%	
	\$192.31	\$288.46	\$384.62	1/1/2027	12/31/2027	\$66.27	3.00%	
	\$198.08	\$297.12	\$396.15	1/1/2028	12/31/2028	\$68.26	3.00%	
	\$204.02	\$306.03	\$408.04	1/1/2029	12/31/2029	\$70.31	3.00%	
Technician - PW Group 4	\$210.14	\$315.21	\$420.28	1/1/2030	12/31/2030	\$72.42	3.00%	

(Add pages as necessary)

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4. For named employees and key personnel enter the actual hourly rate. For classifications only, enter the Average Hourly Rate for that classification.

EXHIBIT A - SCOPE OF SERVICES/PAYMENT PROVISIONS

SAMPLE COST PROPOSAL

Sample Only - Required Cost Proposal Template To Be Determined By Agency

SAMPLE COST PROPOSAL 2

SPECIFIC RATE OF COMPENSATION (USE FOR ON-CALL OR AS-NEEDED CONTRACTS)

(CONSTRUCTION ENGINEERING AND INSPECTION CONTRACTS)

Note: Mark-ups are Not Allowed

Consultant	Pacific Crest Engineering Inc.		<input type="checkbox"/> Prime Consultant	<input checked="" type="checkbox"/> Subconsultant	<input type="checkbox"/> 2nd Tier Subconsultant
Project Number	RFQ #10914, On-Call Construction Management	Contract No.	0 Participation Amount		0
					Date 10/22/2025

For Combined Rate	Fringe Benefit %	+	General & Administration %	=	Combined Indirect Cost Rate (ICR) %
					163.79%
For Home Office Rate	Fringe Benefit %	+	General & Administration %	=	Home Office ICR %
					0.00%
For Field Office Rate	Fringe Benefit %	+	General & Administration %	=	Field Office ICR %
					0.00%
FEE % =					10.00%

BILLING INFORMATION

CALCULATION INFORMATION

Name/Job Title/Classification ¹	Hourly Billing Rates ³			Effective date of hourly rate		Actual or Avg. hourly rate ⁴	% or \$ increase	Hourly range - for classifications only
	Straight	OT(1.5x)	OT(2x)	From	To			
Brian Apolinario – Field Technician**	\$194.88	\$292.32	\$389.76	11/21/2025	12/31/2025	\$67.16		Not Applicable
	\$200.72	\$301.09	\$401.45	1/1/2026	12/31/2026	\$69.17	3.00%	
	\$206.75	\$310.12	\$413.49	1/1/2027	12/31/2027	\$71.25	3.00%	
	\$212.95	\$319.42	\$425.90	1/1/2028	12/31/2028	\$73.39	3.00%	
	\$219.34	\$329.00	\$438.67	1/1/2029	12/31/2029	\$75.59	3.00%	
Technician - PW Group 4	\$225.92	\$338.87	\$451.83	1/1/2030	12/31/2030	\$77.86	3.00%	
Daniel Oliveira – Field Technician**	\$192.06	\$288.09	\$384.13	11/21/2025	12/31/2025	\$66.19		Not Applicable
	\$197.82	\$296.74	\$395.65	1/1/2026	12/31/2026	\$68.18	3.00%	
	\$203.76	\$305.64	\$407.52	1/1/2027	12/31/2027	\$70.22	3.00%	
	\$209.87	\$314.81	\$419.74	1/1/2028	12/31/2028	\$72.33	3.00%	
	\$216.17	\$324.25	\$432.34	1/1/2029	12/31/2029	\$74.50	3.00%	
Technician - PW Group 4	\$222.65	\$333.98	\$445.31	1/1/2030	12/31/2030	\$76.73	3.00%	
J. Pedraza – Field Technician**	\$195.46	\$293.19	\$390.92	11/21/2025	12/31/2025	\$67.36		Not Applicable
	\$201.32	\$301.98	\$402.64	1/1/2026	12/31/2026	\$69.38	3.00%	
	\$207.36	\$311.04	\$414.72	1/1/2027	12/31/2027	\$71.46	3.00%	
	\$213.58	\$320.37	\$427.16	1/1/2028	12/31/2028	\$73.61	3.00%	
	\$219.99	\$329.98	\$439.98	1/1/2029	12/31/2029	\$75.81	3.00%	
Technician - PW Group 4	\$226.59	\$339.88	\$453.18	1/1/2030	12/31/2030	\$78.09	3.00%	
Justin Hannah – Field Technician**	\$220.38	\$330.58	\$440.77	11/21/2025	12/31/2025	\$75.95		Not Applicable
	\$226.99	\$340.49	\$453.99	1/1/2026	12/31/2026	\$78.23	3.00%	
	\$233.80	\$350.71	\$467.61	1/1/2027	12/31/2027	\$80.58	3.00%	
	\$240.82	\$361.23	\$481.64	1/1/2028	12/31/2028	\$82.99	3.00%	
	\$248.04	\$372.07	\$496.09	1/1/2029	12/31/2029	\$85.48	3.00%	
Technician - PW Group 4	\$255.48	\$383.23	\$510.97	1/1/2030	12/31/2030	\$88.05	3.00%	
Josh Silva – Field Technician**	\$203.15	\$304.72	\$406.29	11/21/2025	12/31/2025	\$70.01		Not Applicable
	\$209.24	\$313.86	\$418.48	1/1/2026	12/31/2026	\$72.11	3.00%	
	\$215.52	\$323.28	\$431.04	1/1/2027	12/31/2027	\$74.27	3.00%	
	\$221.98	\$332.98	\$443.97	1/1/2028	12/31/2028	\$76.50	3.00%	
	\$228.64	\$342.97	\$457.29	1/1/2029	12/31/2029	\$78.80	3.00%	
Technician - PW Group 4	\$235.50	\$353.26	\$471.01	1/1/2030	12/31/2030	\$81.16	3.00%	

(Add pages as necessary)

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.

EXHIBIT A - SCOPE OF SERVICES/PAYMENT PROVISIONS

SAMPLE COST PROPOSAL

Sample Only - Required Cost Proposal Template To Be Determined By Agency

SAMPLE COST PROPOSAL 2

SPECIFIC RATE OF COMPENSATION (USE FOR ON-CALL OR AS-NEEDED CONTRACTS)
(CONSTRUCTION ENGINEERING AND INSPECTION CONTRACTS)

Note: Mark-ups are Not Allowed

Consultant Pacific Crest Engineering Inc. Prime Consultant Subconsultant 2nd Tier Subconsultant
 Project Number RFQ #10914, On-Call Construction Management Contract No. 0 Participation Amount 0 Date 10/22/2025

For Combined Rate	Fringe Benefit %	+	General & Administration %	=	Combined Indirect Cost Rate (ICR) %
					163.79%
For Home Office Rate	Fringe Benefit %	+	General & Administration %	=	Home Office ICR %
					0.00%
For Field Office Rate	Fringe Benefit %	+	General & Administration %	=	Field Office ICR %
					0.00%
FEE % =					10.00%

BILLING INFORMATION

CALCULATION INFORMATION

Name/Job Title/Classification ¹	Hourly Billing Rates ²			Effective date of hourly rate		Actual or Avg. hourly rate ⁴	% or \$ increase	Hourly range - for classifications only
	Straight	OT(1.5x)	OT(2x)	From	To			
Lennin Naranjo – Field Technician	\$202.89	\$304.33	\$405.77	11/21/2025	12/31/2025	\$69.92		Not Applicable
	\$208.97	\$313.46	\$417.95	1/1/2026	12/31/2026	\$72.02	3.00%	
	\$215.24	\$322.86	\$430.48	1/1/2027	12/31/2027	\$74.18	3.00%	
	\$221.70	\$332.55	\$443.40	1/1/2028	12/31/2028	\$76.40	3.00%	
	\$228.35	\$342.53	\$456.70	1/1/2029	12/31/2029	\$78.70	3.00%	
Technician - PW Group 4	\$235.20	\$352.80	\$470.40	1/1/2030	12/31/2030	\$81.06	3.00%	Not Applicable
	\$0.00	\$0.00	\$0.00	11/21/2025	12/31/2025			
	\$0.00	\$0.00	\$0.00	1/1/2026	12/31/2026	\$0.00	3.00%	
	\$0.00	\$0.00	\$0.00	1/1/2027	12/31/2027	\$0.00	3.00%	
	\$0.00	\$0.00	\$0.00	1/1/2028	12/31/2028	\$0.00	3.00%	
	\$0.00	\$0.00	\$0.00	1/1/2030	12/31/2030	\$0.00	3.00%	Not Applicable
	\$0.00	\$0.00	\$0.00	11/21/2025	12/31/2025			
	\$0.00	\$0.00	\$0.00	1/1/2026	12/31/2026	\$0.00	3.00%	
	\$0.00	\$0.00	\$0.00	1/1/2027	12/31/2027	\$0.00	3.00%	
	\$0.00	\$0.00	\$0.00	1/1/2028	12/31/2028	\$0.00	3.00%	
	\$0.00	\$0.00	\$0.00	1/1/2030	12/31/2030	\$0.00	3.00%	Not Applicable
	\$0.00	\$0.00	\$0.00	11/21/2025	12/31/2025			
	\$0.00	\$0.00	\$0.00	1/1/2026	12/31/2026	\$0.00	3.00%	
	\$0.00	\$0.00	\$0.00	1/1/2027	12/31/2027	\$0.00	3.00%	
	\$0.00	\$0.00	\$0.00	1/1/2028	12/31/2028	\$0.00	3.00%	
	\$0.00	\$0.00	\$0.00	1/1/2030	12/31/2030	\$0.00	3.00%	Not Applicable
	\$0.00	\$0.00	\$0.00	11/21/2025	12/31/2025			
	\$0.00	\$0.00	\$0.00	1/1/2026	12/31/2026	\$0.00	3.00%	
	\$0.00	\$0.00	\$0.00	1/1/2027	12/31/2027	\$0.00	3.00%	
	\$0.00	\$0.00	\$0.00	1/1/2028	12/31/2028	\$0.00	3.00%	

(Add pages as necessary)

NOTES:

- 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.
- The cost proposal format shall not be amended.
- 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.
- For named employees and key personnel enter the actual hourly rate. For classifications only, enter the Average Hourly Rate for that classification.

EXHIBIT A - SCOPE OF SERVICES/PAYMENT PROVISIONS

SAMPLE COST PROPOSAL

Sample Only - Required Cost Proposal Template To Be Determined By Agency

SAMPLE COST PROPOSAL 2

SPECIFIC RATE OF COMPENSATION (USE FOR ON-CALL OR AS-NEEDED CONTRACTS)
 (CONSTRUCTION ENGINEERING AND INSPECTION CONTRACTS)

Note: Mark-ups are Not Allowed

Consultant Pacific Crest Engineering Inc. Prime Consultant Subconsultant 2nd Tier Subconsultant
 Project Number RFQ #10914, On-Call Construction Management Contract No. 0 Date 10/22/2025

SCHEDULE OF OTHER DIRECT COST ITEMS (Add additional pages as necessary)

Description of Items	Quantity	Unit	Unit Cost	Total
Laboratory Test - Atterberg Limits (ASTM D4318)			\$230.00	
Laboratory Test - Gradation of Soil (ASTM D422 / CT 202)			\$150.00	
Laboratory Test - Material Finer Than #200 Sieve (ASTM D1140)			\$115.00	
Laboratory Test - Gradation of Aggregate (ASTM C136 / CT 202 / AASHTO T27)			\$180.00	
Laboratory Test - Moisture Determination (ASTM D-2216 / AASHTO T265 / CT 226)			\$35.00	
Laboratory Test - R-Value of Native Soil (ASTM D-2844 / AASHTO T190 / CT 301)			\$400.00	
Laboratory Test - Sand Equivalent (ASTM D-2419 / CT 217 / AASHTO T176)			\$165.00	
Laboratory Test - Cleanness Value of Coarse Aggregate (CT 227)			\$175.00	
Laboratory Test - Durability Index (CT 229)			\$185.00	
Laboratory Test - Abrasion, L.A. Rattler, 100 and 500 Revolutions, ASTM C131 (Small Aggregate)			\$375.00	
Laboratory Test - Abrasion, L.A. Rattler, 100 and 500 Revolutions, ASTM C535 (Large Aggregate)			\$690.00	
Laboratory Test - Absorption, Coarse Aggregate, CT 206			\$100.00	

Note: Add additional pages if necessary.

NOTES:

- List direct cost items with estimated costs. These costs should be competitive in their respective industries and supported with appropriate documentation.
- Proposed ODC items should be consistently billed regardless of client and contract type.
- Items when incurred for the same purpose, in like circumstance, should not be included in any indirect cost pool or in the overhead rate.
- Items such as special tooling, will be reimbursed at actual cost with supporting documentation (invoice).
- Items listed above that would be considered "tools of the trade" are not reimbursable as other direct cost.
- Travel related costs should be pre-approved by the contracting agency and shall not exceed current State Department of Personnel Administration rules.
- 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.
- 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.
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- Add additional pages if necessary
- Subconsultants must provide their own cost proposals.

EXHIBIT A - SCOPE OF SERVICES/PAYMENT PROVISIONS

SAMPLE COST PROPOSAL

Sample Only - Required Cost Proposal Template To Be Determined By Agency

SAMPLE COST PROPOSAL 2

SPECIFIC RATE OF COMPENSATION (USE FOR ON-CALL OR AS-NEEDED CONTRACTS)
 (CONSTRUCTION ENGINEERING AND INSPECTION CONTRACTS)

Note: Mark-ups are Not Allowed

Consultant Pacific Crest Engineering Inc. Prime Consultant Subconsultant 2nd Tier Subconsultant
 Project Number RFQ #10914, On-Call Contract No. 0 Date 10/22/2025
Construction Management

SCHEDULE OF OTHER DIRECT COST ITEMS (Add additional pages as necessary)

Description of Items	Quantity	Unit	Unit Cost	Total
Laboratory Test - Absorption, Fine Aggregate, CT 207			\$150.00	
Laboratory Test - Clay Lumps and Friable Particles in Aggregate, AASHTO T112			\$145.00	
Laboratory Test - Soundness, CT 214			\$425.00	
Laboratory Test - Percent Crushed Particles, CT 205			\$145.00	
Laboratory Test - Flat and Elongated Particles, ASTM D-4791			\$145.00	
Laboratory Test - Fine Aggregate Angularity, AASHTO T304, Method A			\$285.00	
Laboratory Test - Unit Weight of Aggregate			\$125.00	
Laboratory Test - CSS/FDR Mix Design (per sample)			\$2,700.00	
Laboratory Test - Compaction Curve for Soil Using Modified Effort, 4" Mold, ASTM D1557/AASHTO T180			\$300.00	
Laboratory Test - Compaction Curve for Soil Using Modified Effort, 6" Mold, ASTM D1557/AASHTO T180			\$325.00	
Laboratory Test - Cal-Impact Test - Performed In Lab, CT 216 <input type="checkbox"/>			\$325.00	
Laboratory Test - Cal-Impact Test - Performed In Field, CT 216 <input type="checkbox"/>			\$350.00	

Note: Add additional pages if necessary.

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EXHIBIT A - SCOPE OF SERVICES/PAYMENT PROVISIONS

SAMPLE COST PROPOSAL

Sample Only - Required Cost Proposal Template To Be Determined By Agency

SAMPLE COST PROPOSAL 2

**SPECIFIC RATE OF COMPENSATION (USE FOR ON-CALL OR AS-NEEDED CONTRACTS)
(CONSTRUCTION ENGINEERING AND INSPECTION CONTRACTS)**

Note: Mark-ups are Not Allowed

Consultant Pacific Crest Engineering Inc. Prime Consultant Subconsultant 2nd Tier Subconsultant
 Project Number RFQ #10914, On-Call Contract No. 0 Date 10/22/2025
Construction Management

SCHEDULE OF OTHER DIRECT COST ITEMS (Add additional pages as necessary)				
Description of Items	Quantity	Unit	Unit Cost	Total
Laboratory Test - Compressive Strength of Concrete, ASTM C-39 (per cylinder)			\$75.00	
Laboratory Test - Compressive Strength of Concrete, ASTM C-39, CT 521 (capped, per			\$85.00	
Laboratory Test - Compressive Strength of Shotcrete, ASTM C-1140 (per core, sulfur capped)			\$120.00	
Laboratory Test - Compressive Strength of Mortar, ASTM C-109 (per cube)			\$65.00	
Laboratory Test - Compressive Strength of Grout, ASTM C-1019 (per specimen)			\$70.00	
Laboratory Test - Compressive Strength of Slurry/CLSM, ASTM D-4832 (capped, per			\$90.00	
Laboratory Test - Compressive Strength Testing of Cellular Concrete, ASTM C-495 (per			\$115.00	
Laboratory Test - Compressive Strength of Lightweight Insulating Concrete, ASTM C-495			\$50.00	
Laboratory Test - Compressive Strength Testing/4-inch prism, ASTM C-39			\$75.00	
Laboratory Test - Flexural Strength of Concrete, CT 523			\$175.00	
Laboratory Test - Soundness of Aggregate, ASTM C-88/CT 214			\$195.00	
Laboratory Test - Measuring Thickness of Concrete Elements, ASTM C-174			\$80.00	

Note: Add additional pages if necessary.

NOTES:

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- Items such as special tooling, will be reimbursed at actual cost with supporting documentation (invoice).
- Items listed above that would be considered "tools of the trade" are not reimbursable as other direct cost.
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- 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.
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- Add additional pages if necessary
- Subconsultants must provide their own cost proposals.

EXHIBIT A - SCOPE OF SERVICES/PAYMENT PROVISIONS

SAMPLE COST PROPOSAL

Sample Only - Required Cost Proposal Template To Be Determined By Agency

SAMPLE COST PROPOSAL 2

**SPECIFIC RATE OF COMPENSATION (USE FOR ON-CALL OR AS-NEEDED CONTRACTS)
(CONSTRUCTION ENGINEERING AND INSPECTION CONTRACTS)**

Note: Mark-ups are Not Allowed

Consultant Pacific Crest Engineering Inc. Prime Consultant Subconsultant 2nd Tier Subconsultant
 RFQ #10914, On-Call
 Project Number Construction Management Services Contract No. 0 Date 10/22/2025

SCHEDULE OF OTHER DIRECT COST ITEMS (Add additional pages as necessary)				
Description of Items	Quantity	Unit	Unit Cost	Total
Laboratory Test - Evaporable Moisture Content, ASTM C-566			\$125.00	
Laboratory Test - Determining Density of Structural Lightweight Concrete, ASTM C-567			\$100.00	
Laboratory Test - Specific Gravity & Absorption of Coarse Aggregate, ASTM C127/AASHTO T84			\$200.00	
Laboratory Test - Specific Gravity & Absorption of Fine Aggregate, ASTM C128/AASHTO T85			\$220.00	
Laboratory Test - Bulk Density of Concrete (Unit Weight), ASTM C-29			\$150.00	
Laboratory Test - Organic Impurities in Fine Aggregate for Concrete, ASTM C-40			\$100.00	
Laboratory Test - Concrete Shrinkage, ASTM C-157, Set of 3			\$400.00	
Laboratory Test - Length Change of Concrete, CT 537 (set of 3)			\$400.00	
Laboratory Test - Concrete Storage Processing and Disposal			\$35.00	
Laboratory Test - Shotcrete Specimen Casting Boxes			\$65.00	
Laboratory Test - Bulk Specific Gravity of Compacted HMA, ASTM D-1188/AASHTO T275			\$85.00	
Laboratory Test - Moisture Content of HMA, AASHTO T329			\$50.00	

Note: Add additional pages if necessary.

NOTES:

- List direct cost items with estimated costs. These costs should be competitive in their respective industries and supported with appropriate documentation.
- Proposed ODC items should be consistently billed regardless of client and contract type.
- Items when incurred for the same purpose, in like circumstance, should not be included in any indirect cost pool or in the overhead rate.
- Items such as special tooling, will be reimbursed at actual cost with supporting documentation (invoice).
- Items listed above that would be considered "tools of the trade" are not reimbursable as other direct cost.
- Travel related costs should be pre-approved by the contracting agency and shall not exceed current State Department of Personnel Administration rules.
- 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.
- 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.
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- Add additional pages if necessary
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EXHIBIT A - SCOPE OF SERVICES/PAYMENT PROVISIONS

SAMPLE COST PROPOSAL

Sample Only - Required Cost Proposal Template To Be Determined By Agency

SAMPLE COST PROPOSAL 2

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.

Prime Consultant or Subconsultant Certifying:

Name:	Matt Maciel, PE, GE	Title:*	President/Principal Geotechnical Engineer
Signature:		Certification Date (mm/dd/yyyy):	9/30/2025
Email:	matt@pacengineering.net	Phone:	831-722-9446
Address:	444 Airport Blvd. Suite 106, Watsonville, CA 95076		

*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:

Geotechnical Engineering, Geology, Special Inspections, and Materials Testing

EXHIBIT A - SCOPE OF SERVICES/PAYMENT PROVISIONS

SAMPLE COST PROPOSAL

Sample Only - Required Cost Proposal Template To Be Determined By Agency

SAMPLE COST PROPOSAL 2

SPECIFIC RATE OF COMPENSATION (USE FOR ON-CALL OR AS-NEEDED CONTRACTS)

(CONSTRUCTION ENGINEERING AND INSPECTION CONTRACTS)

Note: Mark-ups are Not Allowed

Consultant Whitson and Associates, Inc. dba Whitson Engineers Prime Consultant Subconsultant 2nd Tier Subconsultant
 Project No. County of Monterey On-Call 4362 Contract No. [REDACTED] **Contract Amount** [REDACTED] Date 5/28/2025

For Combined Rate	Fringe Benefit %	+	General & Administration %	=	Combined Indirect Cost Rate (ICR) %	129.36%
OR						
For Home Office Rate	Fringe Benefit %	+	General & Administration %	=	Home Office ICR %	0.00%
For Field Office Rate	Fringe Benefit %	+	General & Administration %	=	Field Office ICR %	0.00%

FEE % = **10.00%**

BILLING INFORMATION

CALCULATION INFORMATION

Name/Job Title/Classification ¹	Hourly Billing Rates ³			Effective date of hourly rate		Actual or Avg. hourly rate ⁴	% or \$ increase	Hourly range - for classifications only
	Straight	OT(1.5x)	OT(2x)	From	To			
Richard Weber - Principal	\$365.83	\$548.74	\$731.66	4/1/2024	3/31/2025	\$145.00		Not Applicable
	\$384.12	\$576.18	\$768.24	4/1/2025	3/31/2026	\$152.25	5.00%	
	\$403.33	\$604.99	\$806.65	4/1/2026	3/31/2027	\$159.86	5.00%	
	\$423.49	\$635.24	\$846.99	4/1/2027	3/31/2028	\$167.86	5.00%	
	\$444.67	\$667.00	\$889.34	4/1/2028	3/31/2029	\$176.25	5.00%	
	\$466.90	\$700.35	\$933.80	4/1/2029	12/31/2030	\$185.06	5.00%	
Chuck Pugh - Land Survey Manager	\$191.74	\$287.62	\$383.49	4/1/2024	3/31/2025	\$76.00		Not Applicable
	\$201.33	\$302.00	\$402.66	4/1/2025	3/31/2026	\$79.80	5.00%	
	\$211.40	\$317.10	\$422.80	4/1/2026	3/31/2027	\$83.79	5.00%	
	\$221.97	\$332.95	\$443.94	4/1/2027	3/31/2028	\$87.98	5.00%	
	\$233.07	\$349.60	\$466.13	4/1/2028	3/31/2029	\$92.38	5.00%	
	\$244.72	\$367.08	\$489.44	4/1/2029	12/31/2030	\$97.00	5.00%	
Tom Hannah - Senior Land Surveyor	\$179.13	\$268.70	\$358.26	4/1/2024	3/31/2025	\$71.00		Not Applicable
	\$188.09	\$282.13	\$376.17	4/1/2025	3/31/2026	\$74.55	5.00%	

EXHIBIT A - SCOPE OF SERVICES/PAYMENT PROVISIONS

	\$197.49	\$296.24	\$394.98	4/1/2026	3/31/2027	\$78.28	5.00%	
	\$207.37	\$311.05	\$414.73	4/1/2027	3/31/2028	\$82.19	5.00%	
	\$217.73	\$326.60	\$435.47	4/1/2028	3/31/2029	\$86.30	5.00%	
	\$228.62	\$342.93	\$457.24	4/1/2029	12/31/2030	\$90.62	5.00%	
Mike Hink - Land Surveyor	\$181.65	\$272.48	\$363.31	4/1/2024	3/31/2025	\$72.00		Not Applicable
	\$190.74	\$286.10	\$381.47	4/1/2025	3/31/2026	\$75.60	5.00%	
	\$200.27	\$300.41	\$400.55	4/1/2026	3/31/2027	\$79.38	5.00%	
	\$210.29	\$315.43	\$420.57	4/1/2027	3/31/2028	\$83.35	5.00%	
	\$220.80	\$331.20	\$441.60	4/1/2028	3/31/2029	\$87.52	5.00%	
	\$231.84	\$347.76	\$463.68	4/1/2029	12/31/2030	\$91.89	5.00%	
Tim Martin - Land Surveyor	\$169.04	\$253.56	\$338.08	4/1/2024	3/31/2025	\$67.00		Not Applicable
	\$177.49	\$266.24	\$354.98	4/1/2025	3/31/2026	\$70.35	5.00%	
	\$186.36	\$279.55	\$372.73	4/1/2026	3/31/2027	\$73.87	5.00%	
	\$195.68	\$293.52	\$391.37	4/1/2027	3/31/2028	\$77.56	5.00%	
	\$205.47	\$308.20	\$410.93	4/1/2028	3/31/2029	\$81.44	5.00%	
	\$215.74	\$323.61	\$431.48	4/1/2029	12/31/2030	\$85.51	5.00%	
Ed Pietsch - Associate Surveyor	\$126.15	\$189.22	\$252.30	4/1/2024	3/31/2025	\$50.00		Not Applicable
	\$132.46	\$198.68	\$264.91	4/1/2025	3/31/2026	\$52.50	5.00%	
	\$139.08	\$208.62	\$278.16	4/1/2026	3/31/2027	\$55.13	5.00%	
	\$146.03	\$219.05	\$292.06	4/1/2027	3/31/2028	\$57.88	5.00%	
	\$153.33	\$230.00	\$306.67	4/1/2028	3/31/2029	\$60.78	5.00%	
	\$161.00	\$241.50	\$322.00	4/1/2029	12/31/2030	\$63.81	5.00%	
Jeff Sjoblom - Associate Surveyor	\$146.33	\$219.50	\$292.66	4/1/2024	3/31/2025	\$58.00		Not Applicable
	\$153.65	\$230.47	\$307.30	4/1/2025	3/31/2026	\$60.90	5.00%	
	\$161.33	\$242.00	\$322.66	4/1/2026	3/31/2027	\$63.95	5.00%	
	\$169.40	\$254.10	\$338.79	4/1/2027	3/31/2028	\$67.14	5.00%	
	\$177.87	\$266.80	\$355.73	4/1/2028	3/31/2029	\$70.50	5.00%	
	\$186.76	\$280.14	\$373.52	4/1/2029	12/31/2030	\$74.02	5.00%	
Austin Snyder - Associate Surveyor	\$121.10	\$181.65	\$242.20	4/1/2024	3/31/2025	\$48.00		Not Applicable
	\$127.16	\$190.74	\$254.31	4/1/2025	3/31/2026	\$50.40	5.00%	
	\$133.52	\$200.27	\$267.03	4/1/2026	3/31/2027	\$52.92	5.00%	
	\$140.19	\$210.29	\$280.38	4/1/2027	3/31/2028	\$55.57	5.00%	
	\$147.20	\$220.80	\$294.40	4/1/2028	3/31/2029	\$58.34	5.00%	
	\$154.56	\$231.84	\$309.12	4/1/2029	12/31/2030	\$61.26	5.00%	
Cody Jones - Assistant Surveyor	\$113.53	\$170.30	\$227.07	4/1/2024	3/31/2025	\$45.00		Not Applicable
	\$119.21	\$178.81	\$238.42	4/1/2025	3/31/2026	\$47.25	5.00%	
	\$125.17	\$187.76	\$250.34	4/1/2026	3/31/2027	\$49.61	5.00%	
	\$131.43	\$197.14	\$262.86	4/1/2027	3/31/2028	\$52.09	5.00%	

EXHIBIT A - SCOPE OF SERVICES/PAYMENT PROVISIONS

	\$138.00	\$207.00	\$276.00	4/1/2028	3/31/2029	\$54.70	5.00%	
	\$144.90	\$217.35	\$289.80	4/1/2029	12/31/2030	\$57.43	5.00%	
Scott McCoy - Surveying Technician	\$100.92	\$151.38	\$201.84	4/1/2024	3/31/2025	\$40.00		Not Applicable
	\$105.96	\$158.95	\$211.93	4/1/2025	3/31/2026	\$42.00	5.00%	
	\$111.26	\$166.89	\$222.53	4/1/2026	3/31/2027	\$44.10	5.00%	
	\$116.83	\$175.24	\$233.65	4/1/2027	3/31/2028	\$46.31	5.00%	
	\$122.67	\$184.00	\$245.33	4/1/2028	3/31/2029	\$48.62	5.00%	
	\$128.80	\$193.20	\$257.60	4/1/2029	12/31/2030	\$51.05	5.00%	
Field Survey Crew 1 Person DIR Chief of Party	\$243.67	\$365.50	\$487.33	4/1/2024	3/31/2025	\$96.58		Not Applicable
	\$255.85	\$383.78	\$511.70	4/1/2025	3/31/2026	\$101.41	5.00%	
	\$268.64	\$402.97	\$537.29	4/1/2026	3/31/2027	\$106.48	5.00%	
	\$282.08	\$423.11	\$564.15	4/1/2027	3/31/2028	\$111.80	5.00%	
	\$296.18	\$444.27	\$592.36	4/1/2028	3/31/2029	\$117.39	5.00%	
	\$310.99	\$466.48	\$621.98	4/1/2029	12/31/2030	\$123.26	5.00%	
Field Survey Crew 2 Person DIR Chief + Rodman	\$463.44	\$695.16	\$926.89	4/1/2024	3/31/2025	\$183.69		Not Applicable
	\$486.61	\$729.92	\$973.23	4/1/2025	3/31/2026	\$192.87	5.00%	
	\$510.95	\$766.42	\$1,021.89	4/1/2026	3/31/2027	\$202.52	5.00%	
	\$536.49	\$804.74	\$1,072.99	4/1/2027	3/31/2028	\$212.64	5.00%	
	\$563.32	\$844.98	\$1,126.63	4/1/2028	3/31/2029	\$223.28	5.00%	
	\$591.48	\$887.22	\$1,182.97	4/1/2029	12/31/2030	\$234.44	5.00%	
Adam Tucker - Administrative Support	\$133.72	\$200.58	\$267.43	4/1/2024	3/31/2025	\$53.00		Not Applicable
	\$140.40	\$210.60	\$280.81	4/1/2025	3/31/2026	\$55.65	5.00%	
	\$147.42	\$221.13	\$294.85	4/1/2026	3/31/2027	\$58.43	5.00%	
	\$154.79	\$232.19	\$309.59	4/1/2027	3/31/2028	\$61.35	5.00%	
	\$162.53	\$243.80	\$325.07	4/1/2028	3/31/2029	\$64.42	5.00%	
	\$170.66	\$255.99	\$341.32	4/1/2029	12/31/2030	\$67.64	5.00%	

(Add pages as necessary)

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
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
4. For named employees and key personnel enter the actual hourly rate. For classifications only, enter the Average Hourly Rate for that classification.

EXHIBIT A - SCOPE OF SERVICES/PAYMENT PROVISIONS

SAMPLE COST PROPOSAL

Sample Only - Required Cost Proposal Template To Be Determined By Agency

SAMPLE COST PROPOSAL 2

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.

Prime Consultant or Subconsultant Certifying:

Name:	Kimberley Woltman	Title:*	CFO
Signature:	<small>Digitally signed by Kimberley Woltman DN: cn=Kimberley Woltman, o=Whitson Engineers, ou, email=kwoltman@whitsonengineers.com, c=US Date: 2025.05.28 13:29:05 -07:00</small>	Certification Date (mm/dd/yyyy):	05/28/25
Email:	kwoltman@whitsonengineers.com	Phone:	831-649-5225
Address:	6 Harris Court, Monterey, CA 93940		

*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:

On-call land surveying services

EXHIBIT B – FEDERAL PROVISIONS
CALTRANS LOCAL ASSISTANCE PROCEDURES MANUAL

In compliance with RFQ #10914, the CONTRACTOR (also referred to as “Consultant”) will be required to comply with Federal Provisions if the project uses Federal Highway Administration (FHWA) funds. Federal Provisions, Exhibit B, attached hereto, shall be completed by CONTRACTOR (Consultant) and submitted to COUNTY (also referred to as “Local Agency”) for approval prior to COUNTY (Local Agency) issuing a Notice to Proceed for the project to CONTRACTOR (Consultant).

**EXHIBIT B – FEDERAL PROVISIONS
CALTRANS LOCAL ASSISTANCE PROCEDURES MANUAL**

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Article I - Introduction

- A. This AGREEMENT is between the following named, hereinafter referred to as, CONTRACTOR and the following named, hereinafter referred to as, COUNTY:

The name of the "CONTRACTOR" is as follows:

Incorporated in the State of California

The Project Manager for the "CONTRACTOR" will be:

The name of the COUNTY is as follows:

County of Monterey
Department of Public Works, Facilities and Parks
1441 Schilling Place, South 2nd Floor
Salinas, CA 93901-4527

The Project Manager for the COUNTY will be:

- B. The work to be performed under this AGREEMENT is described in Article III Statement of Work and the approved CONTRACTOR's Cost Proposal dated (month, date, year). The approved CONTRACTOR's Cost Proposal is attached hereto as (Exhibit _____) and incorporated by reference. If there is any conflict between the approved Cost Proposal and this AGREEMENT, this AGREEMENT shall take precedence.
- C. CONTRACTOR agrees to the fullest extent permitted by law, to indemnify, protect, defend, and holdharmless COUNTY, 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 CONTRACTOR, except such loss or damage which was caused by the sole negligence, or willful misconduct of COUNTY, as determined by a Court of competent jurisdiction. The provisions of this section shall survive termination or suspension of this AGREEMENT.
- D. CONTRACTOR in the performance of this AGREEMENT, shall act in an independent capacity. It is understood and agreed that CONTRACTOR (including CONTRACTOR's employees) is an independent contractor, and that no relationship of employer-employee exists between the parties hereto. CONTRACTOR's assigned personnel shall not be entitled to any benefits payable to employees of COUNTY.

-
- E. COUNTY is not required to make any deductions or withholdings from the compensation payable to CONTRACTOR under the provisions of the AGREEMENT and is not required to issue W-2 Forms for income and employment tax purposes for any of CONTRACTOR's assigned personnel. CONTRACTOR, in the performance of its obligation hereunder, is only subject to the control or direction of the COUNTY as to the designation of tasks to be performed and the results to be accomplished.
 - F. Any third-party person(s) employed by CONTRACTOR shall be entirely and exclusively under the direction, supervision, and control of CONTRACTOR. CONTRACTOR hereby indemnifies and holds COUNTY harmless from any and all claims that may be made against COUNTY 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, CONTRACTOR's obligations under this AGREEMENT are not assignable or transferable, and CONTRACTOR shall not subcontract any work, without the prior written approval of the COUNTY. However, claims for money due or which become due to CONTRACTOR from COUNTY 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 COUNTY.
 - H. CONTRACTOR shall be as fully responsible to the COUNTY for the negligent acts and omissions of its contractors and subconsultants or subcontractors, and of persons either directly or indirectly employed by them, in the same manner as persons directly employed by CONTRACTOR.
 - 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 CONTRACTOR as provided herein, shall be in compensation for all of CONTRACTOR's expenses incurred in the performance hereof, including travel and per diem, unless otherwise expressly so provided.

Article II Contractor's Reports or Meetings

(Choose either Option 1 or Option 2)

(Option 1 – Use Paragraphs A & B below for standard AGREEMENT)

- A. CONTRACTOR shall submit progress reports at least once a month. The report should be sufficiently detailed for the COUNTY's Contract Administrator to determine, if CONTRACTOR 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. CONTRACTOR's Project Manager shall meet with COUNTY's Contract Administrator, as needed, to discuss progress on the AGREEMENT.

(Option 2 – Use Paragraphs A & B below for ON-CALL AGREEMENTS)

- A. CONTRACTOR 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 COUNTY's Contract Administrator or Project Coordinator to determine, if CONTRACTOR 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. CONTRACTOR's Project Manager shall meet with COUNTY's Contract Administrator or Project Coordinator, as needed, to discuss progress on the project(s).

Article III Statement of Work

(Insert Appropriate Statement of Work including a Description of the Deliverables) *in the following sections. If a section does not apply to the AGREEMENT, state "Not Applicable to this AGREEMENT."*

- A. CONTRACTOR Services Not Applicable to this Agreement
 Detail based on the services to be furnished should be provided by CONTRACTOR. Nature and extent should be verified in the negotiations to make precise statements to eliminate subsequent uncertainties and misunderstandings. Reference to the appropriate standards for design or other standards for work performance stipulated in CONTRACTOR AGREEMENT should be included. Describe acceptance criteria, and if the responsible CONTRACTOR/engineer shall sign all Plans, Specifications and Estimate (PS&E) and engineering data furnished under the AGREEMENT including registration number.

Environmental documents are not considered complete until a Caltrans District Senior Environmental Planner signs the Categorical Exclusion, a Caltrans Deputy District Director signs the Finding of No Significant Impact (FONSI), or the Caltrans District Director signs the Record of Decision (see LAPM Chapter 6: Environmental Procedures, and the Standard Environmental Reference).

- B. Right of Way Not Applicable to this Agreement
 State whether Right of Way requirements to be determined and shown by CONTRACTOR, whether land surveys and computations with metes and bounds descriptions are to be made, and whether Right of Way parcel maps are to be furnished.

- C. Surveys Not Applicable to this Agreement
 State whether or not the CONTRACTOR has the responsibility for performing preliminary or construction surveys.

- D. Subsurface Investigations Not Applicable to this Agreement
 State specifically whether or not CONTRACTOR has the responsibility for making subsurface investigations. If borings or other specialized services are to be made by others under the supervision of CONTRACTOR, appropriate provisions are to be incorporated. Archaeological testing and data recovery guidance can be found in the Standard Environmental Reference.

- E. COUNTY (LOCAL AGENCY) Obligations Not Applicable to this Agreement
 All data applicable to the project and in possession of COUNTY (local agency), another agency, or government agency that are to be made available to CONTRACTOR are referred to in the AGREEMENT. Any other assistance or services to be furnished to CONTRACTOR are to be stated clearly.

- F. Conferences, Site Visits, Inspection of Work Not Applicable to this Agreement
 This AGREEMENT provides for conferences as needed, visits to the site, and inspection of the

work by representatives of the COUNTY, State, and/or FHWA. Costs incurred by CONTRACTOR for meetings, subsequent to the initial meeting shall be included in the fee.

- G. Checking Shop Drawings Not Applicable to this Agreement
For AGREEMENTS requiring the preparation of construction drawings and make provision for checking shop drawings. Payment for checking shop drawings by CONTRACTOR is included in the AGREEMENT fee, or provision may be made for separate payment.
- H. CONTRACTOR Services During Construction Not Applicable to this Agreement
The extent, if any of CONTRACTOR'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 Not Applicable to this Agreement
AGREEMENTS where appropriate, shall provide that CONTRACTOR document the results of the work to the satisfaction of COUNTY, 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 Not Applicable to this Agreement
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 time must be set for beginning and ending the work under the AGREEMENT. The time allowed for performing the work is specified; it should be reasonable for the kind and amount of services contemplated; and it is written into the AGREEMENT. If it is desirable that Critical Path Method (CPM) networks, or other types of schedules be prepared by CONTRACTOR, they should be identified and incorporated into the AGREEMENT.

- A. This AGREEMENT shall go into effect on (month, date, year), contingent upon approval by COUNTY, and CONTRACTOR shall commence work after notification to proceed by COUNTY Contract Administrator. The AGREEMENT shall end on (month, date, year), unless extended by AGREEMENT amendment.
- B. CONTRACTOR is advised that any recommendation for AGREEMENT award is not binding on COUNTY until the AGREEMENT is fully executed and approved by COUNTY.

Use paragraph C below in addition to paragraphs A & B above for on-call AGREEMENTS. On-call AGREEMENTS shall be five (5) years maximum.

- 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 AGREEMENT 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

(Choose either Option 1, 2, 3, or 4)

(Option 1 - Use paragraphs A through K below for Cost-Plus-Fixed Fee AGREEMENTS. Use Exhibit10-H1: Cost Proposal Format)

- A. The method of payment for this AGREEMENT will be based on actual cost plus a fixed fee. COUNTY will reimburse CONTRACTOR for actual costs (including labor costs, employee benefits, travel, equipment rental costs, overhead and other direct costs) incurred by CONTRACTOR in performance of the work. CONTRACTOR will not be reimbursed for actual costs that exceed the estimated wage rates, employee benefits, travel, equipment rental, overhead, and other estimated costs set forth in the approved CONTRACTOR's Cost Proposal, unless additional reimbursement is provided for by AGREEMENT amendment. In no event, will CONTRACTOR be reimbursed for overhead costs at a rate that exceeds COUNTY's approved overhead rate set forth in the Cost Proposal. In the event, that COUNTY determines that a change to the work from that specified in the Cost Proposal and AGREEMENT is required, the AGREEMENT time or actual costs reimbursable by COUNTY shall be adjusted by AGREEMENT amendment to accommodate the changed work. The maximum total cost as specified in Paragraph "I" of this Article shall not be exceeded, unless authorized by AGREEMENT amendment.
- B. The indirect cost rate established for this AGREEMENT is extended through the duration of this specific AGREEMENT. CONTRACTOR's agreement to the extension of the one (1)-year applicable period shall not be a condition or qualification to be considered for the work or AGREEMENT award.
- C. In addition to the allowable incurred costs, COUNTY will pay CONTRACTOR a fixed fee of \$_____. The fixed fee is nonadjustable for the term of the AGREEMENT, except in the event of a significant change in the scope of work and such adjustment is made by AGREEMENT amendment.
- D. Reimbursement for transportation and subsistence costs shall not exceed the rates specified in the approved Cost Proposal.
- E. When milestone cost estimates are included in the approved Cost Proposal, CONTRACTOR shall obtain prior written approval for a revised milestone cost estimate from the Contract Administrator before exceeding such cost estimate.
- F. Progress payments will be made monthly in arrears based on services provided and allowable incurred costs. A pro rata portion of CONTRACTOR's fixed fee will be included in the monthly progress payments. If CONTRACTOR fails to submit the required deliverable items according to the schedule set forth in Article III Statement of Work, COUNTY shall have the right to delay payment or terminate this AGREEMENT.
- G. No payment will be made prior to approval of any work, nor for any work performed prior to approval of this AGREEMENT.
- H. CONTRACTOR will be reimbursed, promptly according to California Regulations upon receipt by COUNTY's Contract Administrator of itemized invoices in duplicate. Invoices shall be submitted no later than thirty (30) calendar days after the performance of work for which CONTRACTOR is billing. Invoices shall detail the work performed on each milestone and each project as applicable.

Invoices shall follow the format stipulated for the approved Cost Proposal and shall reference this AGREEMENT number and project title. Final invoice must contain the final cost and all credits due COUNTY including any equipment purchased under the provisions of Article XI Equipment Purchase. The final invoice should be submitted within sixty (60) calendar days after completion of CONTRACTOR's work. Invoices shall be mailed to COUNTY's Contract Administrator at the following address:

County of Monterey
 Department of Public Works, Facilities and Parks
 1441 Schilling Place, South 2nd Floor
 Salinas, CA 93901-4527
 Attn: Finance Division

- I. The total amount payable by COUNTY including the fixed fee shall not exceed \$_____.
- J. For personnel subject to prevailing wage rates as described in the California Labor Code, all salary increases, which are the direct result of changes in the prevailing wage rates are reimbursable.

(Option 2 - For Cost per Unit of Work AGREEMENTS, replace paragraphs A & B of Option 1 with the following paragraphs A, B, and C and re-letter the remaining paragraphs. Adjust as necessary for workspecific to your project. Use Exhibit 10-H3: Cost Proposal Format).

- A. The method of payment for the following items shall be at the rate specified for each item, as described in this Article. The specified rate shall include full compensation to CONTRACTOR for the item as described, including but not limited to, any repairs, maintenance, or insurance, and no further compensation will be allowed, therefore.
- B. The specified rate to be paid for vehicle expense for CONTRACTOR's field personnel shall be \$_____ per approved Cost Proposal. This rate shall be for a fully equipped vehicle(s) specified in Article III Statement of Work, as applicable the specified rate to be paid for equipment shall be, as listed in the approved Cost Proposal.
- C. The method of payment for this AGREEMENT, except those items to be paid for on a specified rate basis, will be based on cost per unit of work. COUNTY will reimburse CONTRACTOR for actual costs (including labor costs, employee benefits, travel, equipment-rental costs, overhead and other direct costs) incurred by CONTRACTOR in performance of the work. CONTRACTOR will not be reimbursed for actual costs that exceed the estimated wage rates, employee benefits, travel, equipment rental, overhead and other estimated costs set forth in the approved Cost Proposal, unless additional reimbursement is provided for, by AGREEMENT amendment. In no event, will CONTRACTOR be reimbursed for overhead costs at a rate that exceeds COUNTY approved overhead rate set forth in the approved Cost Proposal. In the event, COUNTY determines that changed work from that specified in the approved Cost Proposal and AGREEMENT is required; the actual costs reimbursable by COUNTY may be adjusted by AGREEMENT amendment to accommodate the changed work. The maximum total cost as specified in Paragraph "I," of this article shall not be exceeded unless authorized by AGREEMENT amendment.

(Option 3 - Use paragraphs A through P for Specific Rates of Compensation Agreements [such as on-call Agreements]. This payment method shall only be used when it is not possible at the time of

procurement to estimate the extent or duration of the work or to estimate costs with any reasonable degree of accuracy. The specific rates of compensation payment method should be limited to AGREEMENTS or components of AGREEMENTS for specialized or support type services where the CONTRACTOR is not in direct control of the number of hours worked, such as construction engineering and inspection. Use Exhibit 10-H2: Cost Proposal Format).

- A. CONTRACTOR will be reimbursed for hours worked at the hourly rates specified in CONTRACTOR'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. CONTRACTOR will be reimbursed within thirty (30) calendar days upon receipt by COUNTY's Contract Administrator of itemized invoices in duplicate.
- B. In addition, CONTRACTOR 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 CONTRACTOR through issuance of Task Orders
- D. After a project to be performed under this AGREEMENT is identified by COUNTY, COUNTY 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 COUNTY Project Coordinator. The draft Task Order will be delivered to CONTRACTOR for review. CONTRACTOR 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 COUNTY and CONTRACTOR.
- 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 CONTRACTOR's approved Cost Proposal.

CONTRACTOR 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. CONTRACTOR is responsible for paying the appropriate rate, including escalations that take place during the term of the AGREEMENT.

- F. *(COUNTY to include either (a) or (b) below; delete the other one (1))*
 - (a) Reimbursement for transportation and subsistence costs shall not exceed State rates.
 - (b) Reimbursement for transportation and subsistence costs shall not exceed the rates as specified in the approved Cost Proposal. CONTRACTOR will be responsible for transportation and subsistence costs in excess of State rates.
- G. When milestone cost estimates are included in the approved Cost Proposal, CONTRACTOR 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. CONTRACTOR shall not commence performance of work or services until this AGREEMENT has been approved by COUNTY, and notification to proceed has been issued by COUNTY'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 COUNTY and signed by an authorized representative of COUNTY. No expenditures are authorized on a project and work shall not commence until a Task Order for that project has been executed by COUNTY.
- K. CONTRACTOR will be reimbursed, within thirty (30) days upon receipt by COUNTY'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 CONTRACTOR 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 to COUNTY that include any equipment purchased under the provisions of Article XI Equipment Purchase, must be reimbursed by CONTRACTOR prior to the expiration or termination of this AGREEMENT. Invoices shall be mailed to COUNTY's Contract Administrator at the following address:

County of Monterey
 Department of Public Works, Facilities and Parks
 1441 Schilling Place, South 2nd Floor
 Salinas, CA 93901-4527
 Attn: Finance Division

- 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 COUNTY for an individual Task Order shall not exceed the amount agreed to in the Task Order, unless authorized by amendment.
- N. If CONTRACTOR 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 terms) of this AGREEMENT nor to exceed the scope of work under this AGREEMENT.
- P. The total amount payable by COUNTY for all Task Orders resulting from this AGREEMENT shall not exceed \$ 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.

(Option 4 - Use paragraphs A through E below for lump sum AGREEMENTS. Use Exhibit 10-H1: Cost Proposal Format).

- A. The method of payment for this AGREEMENT will be based on lump sum. The total lump sum price paid to CONTRACTOR will include compensation for all work and deliverables, including travel and equipment described in Article III Statement of Work. No additional compensation will

be paid to CONTRACTOR, unless there is a change in the scope of the work or the scope of the project. In the instance of a change in the scope of work or scope of the project, adjustment to the total lump sum compensation will be negotiated between CONTRACTOR and COUNTY. Adjustment in the total lump sum compensation will not be effective until authorized by contract amendment and approved by COUNTY.

- B. Progress payments may be made monthly in arrears based on the percentage of work completed by CONTRACTOR. If CONTRACTOR fails to submit the required deliverable items according to the schedule set forth in Article III Statement of Work, COUNTY shall have the right to delay payment or terminate this AGREEMENT in accordance with the provisions of Article VI Termination.
- C. CONTRACTOR shall not commence performance of work or services until this AGREEMENT has been approved by COUNTY and notification to proceed has been issued by COUNTY'S Contract Administrator. No payment will be made prior to approval of any work, or for any work performed prior to approval of this AGREEMENT.
- D. CONTRACTOR will be reimbursed within thirty (30) days upon receipt by County's Contract Administrator of itemized invoices in duplicate. Invoices shall be submitted no later than thirty (30) calendar days after the performance of work for which CONTRACTOR is billing. 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 and project title. Final invoice must contain the final cost and all credits due COUNTY that include any equipment purchased under the provisions of Article XI Equipment Purchase. The final invoice must be submitted within sixty (60) calendar days after completion of CONTRACTOR's work unless a later date is approved by County. Invoices shall be mailed to COUNTY's Contract Administrator at the following address:

County of Monterey
 Department of Public Works, Facilities and Parks
 1441 Schilling Place, South 2nd Floor
 Salinas, CA 93901-4527
 Attn: Finance Division

- E. The total amount payable by COUNTY shall not exceed \$ _____.

Article VI Termination

- A. This AGREEMENT may be terminated by COUNTY, provided that COUNTY gives not less than thirty (30) calendar days' written notice (delivered by certified mail, return receipt requested) of intent to terminate. Upon termination, COUNTY 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.
- B. COUNTY may temporarily suspend this AGREEMENT, at no additional cost to COUNTY, provided that CONTRACTOR is given written notice (delivered by certified mail, return receipt requested) of temporary suspension. If COUNTY gives such notice of temporary suspension, CONTRACTOR 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, CONTRACTOR shall not be relieved of liability to COUNTY for damages sustained by COUNTY by virtue of any breach of this AGREEMENT by CONTRACTOR, and COUNTY may withhold any payments due to CONTRACTOR until such time

as exact amount of damages, if any, due COUNTY from CONTRACTOR is determined.

- D. In the event of termination, CONTRACTOR shall be compensated as provided for in this AGREEMENT. Upon termination, COUNTY 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. CONTRACTOR agrees that 48 CFR Part 31, Contract Cost Principles and Procedures shall be used to determine the allowability of individual terms of cost.
- B. CONTRACTOR also agrees to comply with Federal procedures in accordance with 2 CFR, Part 200, Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards.
- C. Any costs for which payment has been made to CONTRACTOR that are determined by subsequent audit to be unallowable under 48 CFR Part 31 or 2 CFR Part 200 are subject to repayment by CONTRACTOR to COUNTY.
- D. When a CONTRACTOR or subcontractor is a Non-Profit Organization or an Institution of Higher Education, the Cost Principles for Title 2 CFR Part 200, Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards shall apply.

Article VIII Retention of Records/Audit

For the purpose of determining compliance with Government Code §8546.7, the CONTRACTOR, subcontractors, and COUNTY 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 CONTRACTOR'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. COUNTY, 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 CONTRACTOR, subcontractor and the CONTRACTOR'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 COUNTY'S Chief Financial Officer.
- B. Not later than thirty (30) calendar days after issuance of the final audit report, CONTRACTOR may request a review by COUNTY'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 COUNTY will excuse CONTRACTOR from full and timely performance, in accordance with the terms of this AGREEMENT.
- D. CONTRACTOR and subcontractor 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, Part 31 and other related laws and regulations. In the instances of a CPA ICR audit work paper review, it is CONTRACTOR's responsibility to ensure federal, state, COUNTY 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 CONTRACTOR and approved by COUNTY Contract Administrator to conform to the audit or review recommendations. CONTRACTOR agrees that individual terms of costs identified in the audit report shall be incorporated into the AGREEMENT by this reference if directed by COUNTY at its sole discretion. Refusal by CONTRACTOR to incorporate audit or review recommendations, or to ensure that the federal, COUNTY 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. CONTRACTOR'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 CONTRACTOR and approved by the COUNTY 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 CONTRACTOR 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 CONTRACTOR's independent CPA, IOAI will work with the CPA and/or CONTRACTOR 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, COUNTY will reimburse the CONTRACTOR at an accepted ICR until a FAR (Federal Acquisition Regulation) compliant ICR {e.g. 48 CFR, Part 31; GAGAS (Generally Accepted Government 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 CONTRACTOR 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 CONTRACTOR's and/or the independent CPA's revisions.

3. If the CONTRACTOR 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. CONTRACTOR may submit to COUNTY 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 COUNTY; and (3) IOAI has issued its final ICR review letter. The CONTRACTOR MUST SUBMIT ITS FINAL INVOICE TO COUNTY 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 COUNTY and the CONTRACTOR, either as a prime or subcontractor, with the same fiscal period ICR.

Article X Subcontracting

- A. Nothing contained in this AGREEMENT or otherwise, shall create any contractual relation between the COUNTY and any subcontractor(s), and no sub agreement shall relieve the CONTRACTOR of its responsibilities and obligations hereunder. The CONTRACTOR agrees to be as fully responsible to the COUNTY for the acts and omissions of its subcontractor(s) 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 CONTRACTOR. The CONTRACTOR's obligation to pay its subcontractor(s) is an independent obligation from the COUNTY's obligation to make payments to the CONTRACTOR.
- B. CONTRACTOR 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 COUNTY's Contract Administrator, except that, which is expressly identified in the CONTRACTOR's approved Cost Proposal.
- C. Any sub agreement entered into as a result of this AGREEMENT shall contain all the provisions stipulated in this entire AGREEMENT to be applicable to subcontractors unless otherwise noted.
- D. CONTRACTOR shall pay its subcontractors within fifteen (15) calendar days from receipt of each ~~payment~~ made to the CONTRACTOR by the COUNTY.
- E. Any substitution of subcontractor(s) must be approved in writing by COUNTY's Contract Administrator in advance of assigning work to a substitute subcontractor(s).
- F. Prompt Progress Payment
CONTRACTOR or subcontractor shall pay to any subcontractor, not later than fifteen (15) days after receipt of each progress payment, unless otherwise agreed to in writing, the respective amounts allowed CONTRACTOR on account of the work performed by the subcontractors, to the extent of each subcontractor'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 CONTRACTOR or subcontractor to a subcontractor, CONTRACTOR or subcontractor may withhold no more than one hundred fifty percent (150%) 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 subcontractor, of two percent (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 subcontractors.

G. Prompt Payment of Withheld Funds to subcontractors

The COUNTY may hold retainage from CONTRACTOR and shall make prompt and regular incremental acceptances of portions, as determined by the COUNTY, of the contract work, and pay retainage to CONTRACTOR based on these acceptances. The COUNTY shall designate one of the methods below in the contract to ensure prompt and full payment of any retainage kept by CONTRACTOR or subcontractor to a subcontractor. (Choose either Method 1, Method 2, or Method 3 below and delete the other two (2).)

Method 1: No retainage will be held by the COUNTY from progress payments due to CONTRACTOR. CONTRACTORS and subcontractors are prohibited from holding retainage from subcontractors. Any delay or postponement of payment may take place only for good cause and with the COUNTY's prior written approval. Any violation of these provisions shall subject the violating CONTRACTOR or subcontractor to the penalties, sanctions, and other 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 CONTRACTOR or subcontractor in the event of a dispute involving late payment or nonpayment by CONTRACTOR, deficient subcontractor performance and/or noncompliance by a subcontractor. This clause applies to both DBE and non-DBE subcontractors.

Method 2: No retainage will be held by the COUNTY from progress payments due to CONTRACTOR. Any retainage kept by CONTRACTOR or by a subcontractor must be paid in full to the earning subcontractor within fifteen (15) days after the subcontractor's work is satisfactorily completed. Any delay or postponement of payment may take place only for good cause and with the COUNTY's prior written approval. Any violation of these provisions shall subject the violating CONTRACTOR or subcontractor 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 CONTRACTOR or subcontractor in the event of a dispute involving late payment or nonpayment by CONTRACTOR, deficient subcontractor performance and/or noncompliance by a subcontractor. This clause applies to both DBE and non-DBE subcontractors.

Method 3: The COUNTY shall hold retainage from CONTRACTOR and shall make prompt and regular incremental acceptances of portions, as determined by the COUNTY of the contract work and pay retainage to CONTRACTOR based on these acceptances. CONTRACTOR or subcontractor shall return all monies withheld in retention from all subcontractors within fifteen (15) days after receiving payment for work satisfactorily completed and accepted including incremental acceptances of portions of the contract work by the COUNTY. Any delay or postponement of payment may take place only for good cause and with the COUNTY's prior written approval. Any violation of these provisions shall subject the violating CONTRACTOR or subcontractor to the penalties, sanctions, and other 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 CONTRACTOR or subcontractor in the event of a dispute involving late payment or nonpayment by CONTRACTOR; deficient subcontractor performance

and/or noncompliance by a subcontractor. This clause applies to both DBE and non-DBE subcontractors.

Any violation of these provisions shall subject the violating CONTRACTOR or subcontractor 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 CONTRACTOR or subcontractor in the event of a dispute involving late payment or nonpayment by CONTRACTOR, deficient subcontract performance, or noncompliance by a subcontractor.

Article XI Equipment Purchase and Other Capital Expenditures

- A. Prior authorization in writing, by COUNTY's Contract Administrator shall be required before CONTRACTOR enters into any unbudgeted purchase order, or subcontract exceeding five thousand dollars (\$5,000) for supplies, equipment, or CONTRACTOR services. CONTRACTOR 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 CONTRACTOR's approved Cost Proposal and exceeding five thousand dollars (\$5,000) with prior authorization by COUNTY'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. CONTRACTOR 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, COUNTY shall receive a proper refund or credit at the conclusion of the AGREEMENT, or if the AGREEMENT is terminated, CONTRACTOR may either keep the equipment and credit COUNTY 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 COUNTY procedures; and credit COUNTY in an amount equal to the sales price. If CONTRACTOR elects to keep the equipment, fair market value shall be determined at CONTRACTOR's expense, on the basis of a competent independent appraisal of such equipment. Appraisals shall be obtained from an appraiser mutually agreeable to by COUNTY and CONTRACTOR, if it is determined to sell the equipment, the terms and conditions of such sale must be approved in advance by COUNTY.
 - 2. Regulation 2 CFR Part 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 CONTRACTOR or subcontractor 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 CONTRACTOR 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 COUNTY construction sites, at COUNTY facilities and at off-site locations that are set up by the construction contractor or one of its subcontractors solely and specifically to serve COUNTY 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 CONTRACTOR and subcontractor 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 CONTRACTOR or subcontractor 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 CONTRACTOR under penalty of perjury. The payroll records and all supporting documents shall be made available for inspection and copying by COUNTY representatives at all reasonable hours at the principal office of the CONTRACTOR. The CONTRACTOR 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 COUNTY, the Division of Labor Standards Enforcement and the Division of Apprenticeship Standards of the Department of Industrial Relations. Certified payrolls submitted to COUNTY, the Division of Labor Standards Enforcement and the Division of Apprenticeship Standards shall not be altered or obliterated by the CONTRACTOR.
 - c. The public shall not be given access to certified payroll records by the CONTRACTOR. The CONTRACTOR is required to forward any requests for certified payrolls to the COUNTY Contract Administrator by both email and regular mail on

the business day following receipt of the request.

3. Each CONTRACTOR 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 COUNTY 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 CONTRACTOR or subcontractor performing the work shall not be marked or obliterated.
 5. The CONTRACTOR shall inform COUNTY 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 CONTRACTOR or subcontractor 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 CONTRACTOR or subcontractor fails to comply within the ten (10) day period, he or she shall, as a penalty to COUNTY, 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 COUNTY from payments then due. CONTRACTOR is not subject to a penalty assessment pursuant to this section due to the failure of a subcontractor to comply with this section.
- E. When prevailing wage rates apply, the CONTRACTOR is responsible for verifying compliance with certified payroll requirements. Invoice payment will not be made until the invoice is approved by the COUNTY Contract Administrator.

F. Penalty

1. The CONTRACTOR and any of its subcontractor shall comply with Labor Code §1774 and §1775. Pursuant to Labor Code §1775, the CONTRACTOR and any Subcontractor shall forfeit to the COUNTY 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 contract by the CONTRACTOR or by its subcontractor 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 CONTRACTOR or subcontractor in failing to pay the correct rate of prevailing wages, or the previous record of the CONTRACTOR or subcontractor in meeting their respective prevailing wage obligations, or the willful failure by the CONTRACTOR or subcontractor 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 CONTRACTOR or subcontractor had knowledge of the obligations under the Labor Code. The CONTRACTOR 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 CONTRACTOR or subcontractor.
4. If a worker employed by a subcontractor on a public works project is not paid the general prevailing per diem wages by the subcontractor, the prime CONTRACTOR of the project is not liable for the penalties described above unless the prime CONTRACTOR had knowledge of that failure of the subcontractor to pay the specified prevailing rate of wages to those workers or unless the prime CONTRACTOR fails to comply with all of the following requirements:
 - a. The AGREEMENT executed between the CONTRACTOR and the subcontractor 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 CONTRACTOR shall monitor the payment of the specified general prevailing rate of per diem wages by the subcontractor to the employees by periodic review of the certified payroll records of the subcontractor.
 - c. Upon becoming aware of the subcontractor's failure to pay the specified prevailing rate of wages to the subcontractor's workers, the CONTRACTOR shall diligently take corrective action to halt or rectify the failure, including but not limited to, retaining sufficient funds due the subcontractor for work performed on the public works project.
 - d. Prior to making final payment to the subcontractor for work performed on the public works project, the CONTRACTOR shall obtain an affidavit signed under penalty of perjury from the Subcontractor that the subcontractor had paid the specified general prevailing rate of per diem wages to the subcontractor's employees on the public works project and any amounts due pursuant to Labor Code §1813.
5. Pursuant to Labor Code §1775, COUNTY shall notify the CONTRACTOR on a public works project within fifteen (15) calendar days of receipt of a complaint that a subcontractor has failed to pay workers the general prevailing rate of per diem wages.
6. If COUNTY determines that employees of a subcontractor were not paid the general prevailing rate of per diem wages and if COUNTY 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 CONTRACTOR shall withhold an amount of moneys due the subcontractor sufficient to pay those employees the general prevailing rate of per diem wages if requested by COUNTY.

G. Hours of Labor

Eight (8) hours labor constitutes a legal day's work. The CONTRACTOR shall forfeit, as a penalty to the COUNTY, twenty-five dollars (\$25) for each worker employed in the execution of the AGREEMENT by the CONTRACTOR or any of its subcontractors 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 subcontract exceeds thirty thousand dollars (\$30,000), the CONTRACTOR and any subcontractors 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. CONTRACTORS and subcontractors 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, CONTRACTOR and subcontractors 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 CONTRACTOR is responsible for all subcontractors' 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 CONTRACTOR shall disclose any financial, business, or other relationship with COUNTY that may have an impact upon the outcome of this AGREEMENT, or any ensuing COUNTY construction project. The CONTRACTOR shall also list current clients who may have a financial interest in the outcome of this AGREEMENT, or any ensuing COUNTY construction project, which will follow.
- B. CONTRACTOR certifies that it has disclosed to COUNTY any actual, apparent, or potential conflicts of interest that may exist relative to the services to be provided pursuant to this AGREEMENT. CONTRACTOR agrees to advise COUNTY of any actual, apparent or potential conflicts of interest that may develop subsequent to the date of execution of this AGREEMENT.

CONTRACTOR further agrees to complete any statements of economic interest if required by either COUNTY ordinance or State law.

- C. The CONTRACTOR 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. CONTRACTOR hereby certifies that the CONTRACTOR or subcontractor, and any firm affiliated with CONTRACTOR or subcontractor that bids on any construction contract, or on any AGREEMENT to provide construction inspection for any construction project resulting from this AGREEMENT. An affiliated firm is one, which is subject to the control of the same persons through joint ownership, 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 CONTRACTOR warrants that this AGREEMENT was not obtained or secured through rebates

kickbacks or other unlawful consideration, either promised or paid to any COUNTY employee. For breach or violation of this warranty, COUNTY 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 County, State, or Federal Funds for Lobbying

(Include this article in all AGREEMENTS where federal funding will exceed \$150,000. If less than \$150,000 in federal funds will be expended on the AGREEMENT; delete this article and re-number subsequent articles.)

A. CONTRACTOR certifies to the best of his or her knowledge and belief that:

1. No State, Federal, or County appropriated funds have been paid or will be paid, by-or-on behalf of CONTRACTOR, 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 CONTRACTOR 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 CONTRACTOR also agrees by signing this document that he or she shall require that the language of this certification be included in all lower-tier sub agreements, 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 CONTRACTOR's signature affixed herein and dated shall constitute a certification under penalty of perjury under the laws of the State of California that the CONTRACTOR has, unless exempt, complied with, the nondiscrimination program requirements of Government Code § 12990 and 2 CCR §8103.

B. During the performance of this AGREEMENT, Contractor and its subcontractors 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. Contractor and subcontractors shall insure that the evaluation and treatment of their employees and applicants for employment are free from such discrimination and harassment.

- C. Contractor and subcontractors 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 COUNTY to implement such article. The applicable regulations of the Fair Employment and Housing Commission implementing Government 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. CONTRACTOR shall permit access by representatives of the Department of Fair Employment and Housing and the COUNTY 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 COUNTY shall require to ascertain compliance with this clause.
- E. CONTRACTOR and its subcontractors shall give written notice of their obligations under this clause to labor organizations with which they have a collective bargaining or other Agreement.
- F. CONTRACTOR shall include the nondiscrimination and compliance provisions of this clause in all subcontracts to perform work under this AGREEMENT.
- G. The CONTRACTOR, 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 CONTRACTOR shall comply with regulations relative to non-discrimination in federally-assisted programs of the United States Department of Transportation (49 CFR Part 21 - Effectuation of Title VI of the Civil Rights Act of 1964). Specifically, the CONTRACTOR 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 subcontractors.
- I. CONTRACTOR, subrecipient or subcontractor 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 COUNTY components of the DBE Program Plan, CONTRACTOR, subrecipient or subcontractor 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 CONTRACTOR's signature affixed herein shall constitute a certification under penalty of perjury under the laws of the State of California, that the CONTRACTOR 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 COUNTY. 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 List System (<https://sam.gov/content/home>) maintained by the United States General Services Administration are to be determined by FHWA.

Article XVIII Disadvantaged Business Enterprises (DBE) Participation

A. CONTRACTOR, subrecipient (COUNTY), or subcontractor 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 COUNTY shows a contract goal for DBEs. CONTRACTOR shall make work available to DBEs and select work parts consistent with available DBE subcontractors and suppliers.

CONTRACTOR 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 CONTRACTOR's responsibility to verify at the date of proposal opening that the DBE firm is certified as 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 Agreement. Additionally, the CONTRACTOR 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 CONTRACTOR purchases from DBEs counts towards the goal in the following manner:

- One hundred percent (100 %) counts if the materials or supplies are obtained from a DBE manufacturer.

- Sixty percent (60%) 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. 49CFR26.55 defines "manufacturer" and "regular dealer."

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

- B. The goal for DBE participation for this AGREEMENT is _____%. Participation by DBE contractor or subcontractors shall be in accordance with information contained in Exhibit 10-02: Consultant Contract DBE Commitment attached hereto and incorporated as part of the AGREEMENT. If a DBE subcontractor is unable to perform, CONTRACTOR must make a good faith effort to replace him/her with another DBE subcontractor, if the goal is not otherwise met.
- C. CONTRACTOR 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 CONTRACTOR 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 CONTRACTOR has not met the DBE goal, complete and submit Exhibit 15-H: DBE Information – Good Faith Efforts to document efforts to meet the goal. Refer to 49 CFR Part 26 for guidance regarding evaluation of good faith efforts to meet the DBE goal.
- D. Contract Assurance Under 49 CFR 26.13(b)
CONTRACTOR, subrecipient or subcontractor shall not discriminate on the basis of race, color, national origin, or sex in the performance of this AGREEMENT. CONTRACTOR shall carry out applicable requirements of 49 CFR 26 in the award and administration of federal-aid contracts.

Failure by the CONTRACTOR 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 the CONTRACTOR from future proposing as non-responsible

- E. Termination and Replacement of DBE Subcontractors
CONTRACTOR shall utilize the specific DBEs listed to perform the work and supply the materials for which each is listed unless CONTRACTOR or DBE Subcontractor obtains the COUNTY's written consent. CONTRACTOR 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 COUNTY. Unless the COUNTY's consent is provided, the CONTRACTOR 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 COUNTY:

1. Listed DBE fails or refuses to execute a written contract based on plans and specifications for the project.
2. The COUNTY stipulated that a bond is a condition of executing the subcontract and the listed DBE fails to meet the COUNTY's bond requirements.
3. Work requires a contractor'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 AGREEMENT.
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 AGREEMENT.
11. The COUNTY determines other documented good cause.

CONTRACTOR 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 CONTRACTOR'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 COUNTY. The written notice to the DBE must request they provide any response within five (5) business days to both the CONTRACTOR and the COUNTY 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, CONTRACTOR may move forward with the request as if the DBE had agreed to CONTRACTOR's written notice.
3. Submit CONTRACTOR's DBE termination request by written letter to the COUNTY and include:
 - One or more above listed justifiable reasons along with supporting documentation.
 - CONTRACTOR's written notice to the DBE regarding the request, including proof of transmission and tracking documentation of CONTRACTOR's written notice.

- The DBE's response to CONTRACTOR's written notice, if received. If a written response was not provided, provide a statement to that effect.

The COUNTY shall respond in writing to CONTRACTOR's DBE termination request within five (5) business days.

Replacement of DBE Subcontractors

After receiving the COUNTY'S written authorization of DBE termination request, CONTRACTOR must obtain the COUNTY'S written agreement for DBE replacement. CONTRACTOR 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 COUNTY 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 CONTRACTOR has not identified a DBE replacement firm, submits documentation of CONTRACTOR's GFEs to use DBE replacement firms within seven (7) days of COUNTY's authorization to terminate the DBE. CONTRACTOR may request the COUNTY'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 CONTRACTOR 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 COUNTY may contact the firms to verify solicitation efforts and determine if the DBE quotes are substantially higher
 - Additional documentation that supports CONTRACTOR's GFE

The COUNTY shall respond in writing to CONTRACTOR's DBE replacement request within five (5) business days.

F. Commitment and Utilization

The COUNTY's DBE program must include a monitoring and enforcement mechanism to ensure that DBE commitments reconcile to DBE utilization. The COUNTY shall request CONTRACTOR to:

1. Notify the COUNTY'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 First-Tier subcontractor
 - Name and business address of each DBE subcontractor, 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 CONTRACTOR is a DBE CONTRACTOR, 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 CONTRACTOR in writing of the decertification date. If a business becomes a certified DBE before completing its work, the business must notify CONTRACTOR in writing of the certification date. CONTRACTOR shall submit the notifications to the COUNTY. On work completion, CONTRACTOR shall complete a Disadvantaged Business Enterprises (DBE) Certification Status Change, Exhibit 17-O, form and submit the form to the COUNTY within thirty (30) days of contract acceptance.

Upon work completion, CONTRACTOR shall complete Exhibit 17-F Final Report – Utilization of Disadvantaged Business Enterprises (DBE), First-Tier Subcontractors and submit it to the COUNTY within ninety (90) days of AGREEMENT acceptance. The COUNTY will withhold ten thousand dollars (\$10,000) until the form is submitted. The COUNTY will release the withhold upon submission of the completed form.

In the COUNTY's reports of DBE participation to Caltrans, the COUNTY 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.

CONTRACTOR 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.

CONTRACTOR must provide written notification to the COUNTY at least 15 days in advance of each DBE's initial performance of work or supplying materials for the AGREEMENT. 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 AGREEMENT, CONTRACTOR 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

CONTRACTOR must monitor all DBE's performance of CUF by conducting quarterly evaluations and validations throughout their duration of work on the AGREEMENT t using the LAPM 9-J: DBE Commercially Useful Function Evaluation. CONTRACTOR must submit to the COUNTY these quarterly evaluations and validations by the 5th of the month for the previous three months of work.

CONTRACTOR must notify the COUNTY immediately if they believe the DBE may not be performing a CUF.

The COUNTY 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 COUNTY evaluations. The COUNTY must evaluate DBEs and their CUF performance throughout the duration of the AGREEMENT. The COUNTY will provide written notice to the CONTRACTOR and the DBE at least two (2) business days prior to any evaluation. The CONTRACTOR and the DBE must participate in the evaluation. Upon completing the evaluation, the COUNTY must share the evaluation results with the CONTRACTOR and the DBE. An evaluation could include items that must be remedied upon receipt. If the COUNTY determines the DBE is not performing a CUF, the CONTRACTOR must suspend performance of the noncompliant work.

CONTRACTOR and DBEs must submit any additional CUF related records and documents within five (5) business days of COUNTY'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 CONTRACTOR and/or the COUNTY determine that a listed DBE is not performing a CUF in performance of their DBE committed work, CONTRACTOR must immediately suspend performance of the noncompliant portion of the work. COUNTY may deny payment for the noncompliant portion of the work. COUNTY will ask the CONTRACTOR to submit a Corrective Action Plan (CAP) to the COUNTY within five (5) days of the noncompliant CUF determination. The CAP must identify how the CONTRACTOR will correct the noncompliance findings for the remaining portion of the DBE's work. COUNTY has five (5) days to review the CAP in conjunction with the CONTRACTOR's review. The CONTRACTOR must implement the CAP within five (5) days

of the COUNTY's approval. The COUNTY 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 AGREEMENT, CONTRACTOR 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. CONTRACTOR 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 contractors 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 subcontractor is decertified during the life of the AGREEMENT, the decertified subcontractor shall notify CONTRACTOR in writing with the date of decertification. If a subcontractor becomes a certified DBE during the life of the AGREEMENT, the subcontractor shall notify CONTRACTOR in writing with the date of certification. Any changes should be reported to COUNTY'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 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 CONTRACTOR must now submit Exhibit 9-P to the COUNTY administering the contract. If the CONTRACTOR does not make any payments to subcontractors, 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

(Choose either Option 1 or Option 2)

- (Option 1 – For AGREEMENT with a scope of services that may require the CONTRACTOR or subcontractor to work within the operating state or County Highway Right of Way; where there would be exposure to public traffic or construction operations.)

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- A. Prior to commencement of the work described herein, CONTRACTOR shall furnish COUNTY a Certificate of Insurance stating that there is general comprehensive liability insurance presently in effect for CONTRACTOR 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 COUNTY.
 2. That COUNTY, its officers, agents, employees, and servants are included as additional insureds, but only insofar as the operations under this AGREEMENT are concerned.
 3. That COUNTY will not be responsible for any premiums or assessments on the policy.
- C. CONTRACTOR 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, CONTRACTOR 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 COUNTY. In the event CONTRACTOR fails to keep in effect at all times insurance coverage as herein provided, COUNTY may, in addition to any other remedies it may have, terminate this AGREEMENT upon occurrence of such event.

(Option 2 – For AGREEMENTS with a scope of services that will not require the Contractor or subcontractor to work within the operating State or County Highway Right of Way where there would be exposure to public traffic or construction Contractor operations.)
 CONTRACTOR is not required to show evidence of general comprehensive liability insurance.

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 AGREEMENTS were executed after that determination was made.
- B. This AGREEMENT is valid and enforceable only if sufficient funds are made available to COUNTY 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 COUNTY 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. COUNTY 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. CONTRACTOR shall only commence work covered by an amendment after the amendment is

executed and notification to proceed has been provided by COUNTY's Contract Administrator.

- C. There shall be no change in CONTRACTOR'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 COUNTY's Contract Administrator.

Article XXI Contingent Fee

CONTRACTOR 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 CONTRACTOR for the purpose of securing business. For breach or violation of this warranty, COUNTY 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 XXII 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.

(Choose either Option 1 or Option 2)

(Option 1- Use paragraphs A through C below for all AGREEMENTs without PS&E submittal)

- A. Any dispute, other than audit, concerning a question of fact arising under this AGREEMENT that is not disposed of by agreement shall be decided by a committee consisting of COUNTY's Contract Administrator and _____, who may consider written or verbal information submitted by CONTRACTOR.
- B. Not later than thirty (30) calendar days after completion of all work under the contract, CONTRACTOR may request review by COUNTY Governing Board of unresolved claims or disputes, other than audit. The request for review will be submitted in writing.
- C. Neither the pendency of a dispute, nor its consideration by the committee will excuse CONTRACTOR from full and timely performance in accordance with the terms of this AGREEMENT.

(Option 2 – Replace Paragraph B, above, with the following for AGREEMENTs requiring the submission of PS&E)

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

Article XXIV Inspection of Work

CONTRACTOR and any subcontractor shall permit COUNTY, 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. CONTRACTOR shall comply with OSHA regulations applicable to CONTRACTOR regarding necessary safety equipment or procedures. CONTRACTOR shall comply with safety instructions issued by COUNTY Safety Officer and other COUNTY representatives. CONTRACTOR 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, COUNTY has determined that such areas are within the limits of the project and are open to public traffic. CONTRACTOR shall comply with all of the requirements set forth in Divisions 11, 12, 13, 14, and 15 of the Vehicle Code. CONTRACTOR 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.

(Add the following paragraph to all AGREEMENTS which may require trenching of five (5) feet or deeper)

- D. CONTRACTOR 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 CONTRACTOR under this AGREEMENT shall become the property of COUNTY, and CONTRACTOR shall have no property right therein whatsoever. Immediately upon termination, COUNTY shall be entitled to, and CONTRACTOR shall deliver to COUNTY, 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 CONTRACTOR in performing this AGREEMENT which is not CONTRACTOR's privileged information, as defined by law, or CONTRACTOR's personnel information, along with all other property belonging exclusively to COUNTY which is in CONTRACTOR'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 COUNTY.
- 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 CONTRACTOR hereunder to be work made for hire. CONTRACTOR 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 COUNTY without restriction or limitation upon its use or dissemination by COUNTY.
- C. Nothing herein shall constitute or be construed to be any representation by CONTRACTOR that the work product is suitable in any way for any other project except the one detailed in this AGREEMENT. Any reuse by COUNTY for another project or project location shall be at COUNTY'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. COUNTY 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 County's Construction Contractor

- A. If claims are filed by COUNTY's construction contractor relating to work performed by CONTRACTOR's personnel, and additional information or assistance from CONTRACTOR's personnel is required in order to evaluate or defend against such claims; CONTRACTOR agrees to make its personnel available for consultation with COUNTY'S construction contract administration and legal staff and for testimony, if necessary, at depositions and at trial or arbitration proceedings.
- B. CONTRACTOR's personnel that COUNTY considers essential to assist in defending against construction contractor claims will be made available on reasonable notice from COUNTY. Consultation or testimony will be reimbursed at the same rates, including travel costs that are being paid for CONTRACTOR's personnel services under this AGREEMENT.
- C. Services of CONTRACTOR's personnel in connection with COUNTY'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 COUNTY's operations, which are designated confidential by COUNTY and made available to CONTRACTOR in order to carry out this AGREEMENT, shall be protected by CONTRACTOR from unauthorized use and disclosure.
- B. Permission to disclose information on one occasion, or public hearing held by COUNTY relating to the AGREEMENT, shall not authorize CONTRACTOR to further disclose such information, or disseminate the same on any other occasion.
- C. CONTRACTOR shall not comment publicly to the press or any other media regarding the contract or COUNTY's actions on the same, except to COUNTY's staff, CONTRACTOR's own personnel involved in the performance of this AGREEMENT, at public hearings or in response to questions from a Legislative committee.
- D. CONTRACTOR shall not issue any news release or public relations item of any nature, whatsoever, regarding work performed or to be performed under this contract without prior review of the contents thereof by COUNTY, and receipt of COUNTY's written permission.
- E. Any sub agreement entered into as a result of this AGREEMENT shall contain all of the provisions of this Article.

(For PS&E contracts, add paragraph F below, to paragraphs A through E above)

- F. All information related to the construction estimate is confidential and shall not be disclosed by CONTRACTOR to any entity other than COUNTY, Caltrans, and/or FHWA. All of the materials prepared or assembled by CONTRACTOR pursuant to performance of this AGREEMENT are

confidential and CONTRACTOR agrees that they shall not be made available to any individual or organization without the prior written approval of COUNTY or except by court order. If CONTRACTOR or any of its officers, employees, or subcontractors does voluntarily provide information in violation of this AGREEMENT, COUNTY has the right to reimbursement and indemnity from CONTRACTOR for any damages caused by CONTRACTOR 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 Section 10296, CONTRACTOR 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 CONTRACTOR within the immediately preceding two (2)-year period, because of CONTRACTOR's failure to comply with an order of a federal court that orders CONTRACTOR to comply with an order of the National Labor Relations Board.

Article XXX Evaluation of Contractor

CONTRACTOR's performance will be evaluated by COUNTY. A copy of the evaluation will be sent to CONTRACTOR 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 CONTRACTOR

The COUNTY shall make all project progress payments within 30 days after receipt of an undisputed and properly submitted payment request from CONTRACTOR. If COUNTY fails to pay promptly, the COUNTY shall pay interest to the CONTRACTOR, 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 COUNTY shall act in accordance with both of the following:

- (1) The COUNTY shall review each payment request as soon as feasible after receipt to verify it is a proper payment request.
- (2) The COUNTY must return any payment request deemed improper by the COUNTY to the CONTRACTOR 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 CONTRACTOR must now submit Exhibit 9-P to the COUNTY administering the AGREEMENT by the 15th of the month following the month of any payment(s). If the CONTRACTOR 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 COUNTY 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 COUNTY 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 CONTRACTOR.

ARTICLE XXXII TITLE VI ASSURANCES

APPENDICES A-E of the TITLE VI ASSURANCES

[The United States (US) Department of Transportation (DOT) Order No. 1050.2A requires all federal-aid DOT contracts between an agency and a CONTRACTOR to contain Appendices A and E of the Title VI Assurances. Include Appendices B, C, and D if applicable as shown below. In addition, the CONTRACTOR 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 AGREEMENT.

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

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 COUNTY 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 CONTRACTOR) agrees as follows:

- a. Compliance with Regulations: CONTRACTOR 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: CONTRACTOR, 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. CONTRACTOR 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 CONTRACTOR 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 CONTRACTOR of the CONTRACTOR's obligations under this Agreement and the Regulations relative to nondiscrimination on the grounds of race, color, or national origin.

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- d. Information and Reports: CONTRACTOR 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 CONTRACTOR is in the exclusive possession of another who fails or refuses to furnish this information, CONTRACTOR shall so certify to the recipient or FHWA as appropriate and shall set forth what efforts CONTRACTOR has made to obtain the information.
 - e. Sanctions for Noncompliance: In the event of CONTRACTOR'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 CONTRACTOR 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: CONTRACTOR 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.

CONTRACTOR 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 CONTRACTOR becomes involved in, or is threatened with, litigation with a sub-applicant or supplier as a result of such direction, CONTRACTOR may request the recipient enter into such litigation to protect the interests of the State, and, in addition, CONTRACTOR 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 US DOT 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 US DOT in accordance and in compliance with all requirements imposed by Title 49, Code of Federal Regulations, US DOT, Subtitle A, Office of the Secretary, Part 21, Non-discrimination in Federally-assisted programs of the US DOT 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 US DOT 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, US DOT, Subtitle A, Office of the Secretary, Part 21, Non-discrimination in Federally-assisted programs of the US DOT, 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 US DOT 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 US DOT 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 THEACTIVITY, 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 AGREEMENT, the CONTRACTOR, for itself, its assignees, and successors in interest (hereinafter referred to as the “CONTRACTOR”) agrees to comply with the following nondiscrimination 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:

CONTRACTOR: _____
_____, Project Manager

COUNTY: _____
_____, Contract Administrator

ARTICLE XXXIII AGREEMENT

The two (2) parties to this AGREEMENT, who are the before named CONTRACTOR and the COUNTY, hereby agree that this AGREEMENT constitutes the entire AGREEMENT which is made and concluded in duplicate between the two (2) 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 XXXIV SIGNATURES

COUNTY

CONTRACTOR

(Signature)

(Signature)

(Print Name and Title)

(Print Name and Title)

Date

Date

CALTRANS LOCAL ASSISTANCE PROCEDURES MANUAL FORMS

The following forms can be viewed and downloaded in fillable format at:
<https://dot.ca.gov/programs/local-assistance/forms/local-assistance-procedures-manual-forms>.

EXHIBIT 10-H1 COST PROPOSAL Page 1 of 3

COST-PLUS-FIXED FEE OR LUMP SUM OR FIRM FIXED PRICE CONTRACTS

(DESIGN, ENGINEERING AND ENVIRONMENTAL STUDIES)

Note: Mark-ups are Not Allowed Prime Consultant Subconsultant 2nd Tier Subconsultant

Consultant _____

Project No. _____ Contract No. _____ Date _____

DIRECT LABOR

Classification/Title	Name	Hours	Actual Hourly Rate	Total
(Project Manager)*	_____	_____	\$ _____	\$ _____
(Sr. Civil Engineer)	_____	_____	\$ _____	\$ _____
(Envir. Scientist)	_____	_____	\$ _____	\$ _____
(Inspector)**	_____	_____	\$ _____	\$ _____

LABOR COSTS

- a) Subtotal Direct Labor Costs \$ _____
- b) Anticipated Salary Increases (see page 2 for calculation) \$ _____
- c) **TOTAL DIRECT LABOR COSTS [(a) + (b)]** \$ _____

INDIRECT COSTS

- d) Fringe Benefits (Rate: _____%) e) Total Fringe Benefits [(c) x (d)] \$ _____
- f) Overhead (Rate: _____%) g) Overhead [(c) x (f)] \$ _____
- h) General and Administrative (Rate: _____%) i) Gen & Admin [(c) x (h)] \$ _____
- j) **TOTAL INDIRECT COSTS [(e) + (g) + (i)]** \$ _____

FIXED FEE

- k) **TOTAL FIXED FEE [(c) + (j)] x fixed fee _____%** \$ _____

l) CONSULTANT'S OTHER DIRECT COSTS (ODC) – ITEMIZE (Add additional pages if necessary)

Description of Item	Quantity	Unit	Unit Cost	Total
Mileage Costs			\$	\$
Equipment Rental and Supplies			\$	\$
Permit Fees			\$	\$
Plan Sheets			\$	\$
Test			\$	\$

l) **TOTAL OTHER DIRECT COSTS** \$ _____

m) SUBCONSULTANTS' COSTS (Add additional pages if necessary)

- Subconsultant 1: _____ \$ _____
- Subconsultant 2: _____ \$ _____
- Subconsultant 3: _____ \$ _____
- Subconsultant 4: _____ \$ _____

m) **TOTAL SUBCONSULTANTS' COSTS** \$ _____

n) **TOTAL OTHER DIRECT COSTS INCLUDING SUBCONSULTANTS [(l)+(m)]** \$ _____

TOTAL COST [(c) + (j) + (k) + (n)] \$ _____

NOTES:

- 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.
- The cost proposal format shall not be amended. 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.
- Anticipated salary increases calculation (page 2) must accompany.

EXHIBIT 10-H1 COST PROPOSAL Page 2 of 3

COST-PLUS-FIXED FEE OR LUMP SUM OR FIRM FIXED PRICE CONTRACTS

(CALCULATIONS FOR ANTICIPATED SALARY INCREASES)

1. Calculate Average Hourly Rate for 1st year of the contract (Direct Labor Subtotal divided by total hours)

Direct Labor <u>Subtotal</u> per Cost Proposal	Total Hours per Cost Proposal	=	Avg Hourly Rate	5 Year Contract Duration
\$250,000.00	5000		\$50.00	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	\$50.00	+	2%	=	\$51.00	Year 2 Avg Hourly Rate
Year 2	\$51.00	+	2%	=	\$52.02	Year 3 Avg Hourly Rate
Year 3	\$52.02	+	2%	=	\$53.06	Year 4 Avg Hourly Rate
Year 4	\$53.06	+	2%	=	\$54.12	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	20.0%	*	5000	=	1000	Estimated Hours Year 1
Year 2	40.0%	*	5000	=	2000	Estimated Hours Year 2
Year 3	15.0%	*	5000	=	750	Estimated Hours Year 3
Year 4	15.0%	*	5000	=	750	Estimated Hours Year 4
Year 5	10.0%	*	5000	=	500	Estimated Hours Year 5
Total	100%		Total	=	5000	

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	\$50.00	*	1000	=	\$50,000.00	Estimated Hours Year 1
Year 2	\$51.00	*	2000	=	\$102,000.00	Estimated Hours Year 2
Year 3	\$52.02	*	750	=	\$39,015.00	Estimated Hours Year 3
Year 4	\$53.06	*	750	=	\$39,795.30	Estimated Hours Year 4
Year 5	\$54.12	*	500	=	\$27,060.80	Estimated Hours Year 5
Total Direct Labor Cost with Escalation				=	\$257,871.10	
Direct Labor Subtotal before Escalation				=	\$250,000.00	
Estimated total of Direct Labor Salary Increase				=	\$7,871.10	Transfer to Page 1

NOTES:

1. This is not the only way to estimate salary increases. Other methods will be accepted if they clearly indicate the % increase, the # of years of the contract, and a breakdown of the labor to be performed each year.
2. An estimation that is based on direct labor multiplied by salary increase % multiplied by the # of years is not acceptable. (i.e. \$250,000 x 2% x 5 yrs = \$25,000 is not an acceptable methodology)
3. This assumes that one year will be worked at the rate on the cost proposal before salary increases are granted.
4. Calculations for anticipated salary escalation must be provided.

EXHIBIT 10-H1 COST PROPOSAL Page 3 of 3

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: _____ Title *: _____

Signature: _____ Date of Certification (mm/dd/yyyy): _____

Email: _____ Phone Number: _____

Address: _____

*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:

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 _____ Prime Consultant Subconsultant 2nd Tier Subconsultant

Project No. _____ Contract No. _____ Participation Amount \$ _____ Date _____

For Combined Rate	Fringe Benefit % + General & Administrative %	=	Combined ICR%
OR			
For Home Office Rate	Fringe Benefit % + General & Administrative %	=	Home Office ICR%
For Field Office Rate	Fringe Benefit % + General & Administrative %	=	Field Office ICR%

Fee	=	%
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BILLING INFORMATION

CALCULATION INFORMATION

Name/Job Title/Classification ¹	Hourly Billing Rates ²			Effective Date of Hourly Rate		Actual or Avg. Hourly Rate ⁴	% or \$ Increase	Hourly Range - for Classifications Only
	Straight ³	OT (1.5x)	OT(2x)	From	To			
John Doe – Project Manager * Civil Engineer II	\$0.00	\$0.00	\$0.00	01/01/2016	12/31/2016	\$0.00		Not Applicable
	\$0.00	\$0.00	\$0.00	01/01/2017	12/31/2017	\$0.00	0.0%	
	\$0.00	\$0.00	\$0.00	01/01/2018	12/31/2018	\$0.00	0.0%	
Sue Jones – Construction Engineer/Inspector Engineer I	\$0.00	\$0.00	\$0.00	01/01/2016	12/31/2016	\$0.00		Not Applicable
	\$0.00	\$0.00	\$0.00	01/01/2017	12/31/2017	\$0.00	0.0%	
	\$0.00	\$0.00	\$0.00	01/01/2018	12/31/2018	\$0.00	0.0%	
Buddy Black – Claims Engineer Engineer III	\$0.00	\$0.00	\$0.00	01/01/2016	12/31/2016	\$0.00		Not Applicable
	\$0.00	\$0.00	\$0.00	01/01/2017	12/31/2017	\$0.00	0.0%	
	\$0.00	\$0.00	\$0.00	01/01/2018	12/31/2018	\$0.00	0.0%	
Land Surveyor **	\$0.00	\$0.00	\$0.00	01/01/2016	12/31/2016	\$0.00		\$00 - \$00
	\$0.00	\$0.00	\$0.00	01/01/2017	12/31/2017	\$0.00	0.0%	\$00 - \$00
	\$0.00	\$0.00	\$0.00	01/01/2018	12/31/2018	\$0.00	0.0%	\$00 - \$00
Technician	\$0.00	\$0.00	\$0.00	01/01/2016	12/31/2016	\$0.00		\$00 - \$00
	\$0.00	\$0.00	\$0.00	01/01/2017	12/31/2017	\$0.00	0.0%	\$00 - \$00
	\$0.00	\$0.00	\$0.00	01/01/2018	12/31/2018	\$0.00	0.0%	\$00 - \$00

(Add pages as necessary)

Local Assistance Procedures Manual

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.

EXHIBIT 10-H2 COST PROPOSAL Page 2 of 3

SPECIFIC RATE OF COMPENSATION (USE FOR ON-CALL OR AS-NEEDED CONTRACTS)
(CONSTRUCTION ENGINEERING AND INSPECTION CONTRACTS)

Consultant _____ Prime Consultant Subconsultant

Project No. _____ Contract No. _____ Date _____

SCHEDULE OF OTHER DIRECT COST ITEMS (Add additional pages as necessary)				
Description of Item	Quantity	Unit	Unit Cost	Total
Mileage Costs			\$	\$
Equipment Rental and Supplies			\$	\$
Permit Fees			\$	\$
Plan Sheets			\$	\$
Test			\$	\$
Vehicle			\$	\$
Subconsultant 1:				\$
Subconsultant 2:				\$
Subconsultant 3:				\$
Subconsultant 4:				\$
Subconsultant 5:				\$

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 related 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.

EXHIBIT 10-H2 COST PROPOSAL Page 3 of 3

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.

Prime Consultant or Subconsultant Certifying:

Name: _____ Title *: _____

Signature: _____ Date of Certification (mm/dd/yyyy): _____

Email: _____ Phone Number: _____

Address: _____

* 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:

EXHIBIT 10-H3 COST PROPOSAL Page 1 of 2

COST PER UNIT OF WORK CONTRACTS
(GEOTECHNICAL AND MATERIAL TESTING)

Note: Mark-ups are Not Allowed Prime Consultant Subconsultant 2nd Tier Subconsultant

Consultant _____

Project No. _____ Contract No. _____ Date _____

Unit/Item of Work:

(Example: Log of Test Boring for Soils Report, or ADL Testing for Hazardous Waste Material Study)

Include as many Items as necessary.

DIRECT LABOR	Hours	Billing Hourly Rate (\$)	Total (\$)
Professional (Classification)*	_____	_____	_____
Sub-professional/Technical**	_____	_____	_____
EQUIPMENT 1 (with Operator)	_____	_____	_____
EQUIPMENT 2 (with Operator)	_____	_____	_____

Consultant's Other Direct Costs (ODC) – Itemize:

Description of Item	Quantity	Unit	Unit Cost	Total
ODC Example: Travel/Mileage Costs			\$	\$
ODC Example: Mobilization/De-mobilization			\$	\$
ODC Example: Supplies/Consumables			\$	\$
ODC Example: Report			\$	\$
ODC (List more ODCs as applicable)			\$	\$
Subconsultant 1:				\$
Subconsultant 2:				\$
Subconsultant 3:				\$
Subconsultant 4:				\$
Subconsultant 5:				\$

Note: Attach additional pages if necessary.

TOTAL COST PER UNIT OF WORK \$ _____

NOTES:

- 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. The cost proposal format shall not be amended.
- Hourly billing rates should include prevailing wage rates and be consistent with publicly advertised rates charged to all clients (Commercial, Private or Public).
- Mobilization/De-mobilization is based on site location and number and frequency of tests/items.
- ODC items shall be based on actual costs and supported by historical data and other documentation.
- ODC items that would be considered "tools of the trade" are not reimbursable.
- Billing Hourly Rates must be actual, allowable, and reasonable.

EXHIBIT 10-H3 COST PROPOSAL Page 2 of 2

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 Regulation 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.

Prime Consultant or Subconsultant Certifying:

Name: _____ Title*: _____

Signature: _____ Date of Certification (mm/dd/yyyy): _____

Email: _____ Phone Number: _____

Address: _____

* 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:

**EXHIBIT 10-K CONSULTANT ANNUAL CERTIFICATION OF
INDIRECT COSTS AND FINANCIAL MANAGEMENT SYSTEM**

(Note: If a Safe Harbor Indirect Cost Rate is approved, this form is not required.)

Consultant's Full Legal Name: _____

Important: Consultant means the individual or consultant providing engineering and design related services as a party of a contract with a recipient or sub-recipient of Federal assistance. Therefore, the Indirect Cost Rate(s) shall not be combined with its parent company or subsidiaries.

Indirect Cost Rate:

Combined Rate _____ % OR

Home Office Rate _____ % and Field Office Rate (if applicable) _____ %

Facilities Capital Cost of Money _____ % (if applicable)

Fiscal period * _____

* Fiscal period is annual one year applicable accounting period that the Indirect Cost Rate was developed (not the contract period). The Indirect Cost Rate is based on the consultant's one-year applicable accounting period for which financial statements are regularly prepared by the consultant.

I have reviewed the proposal to establish an Indirect Cost Rate(s) for the fiscal period as specified above and have determined to the best of my knowledge and belief that:

- All costs included in the cost proposal to establish the indirect cost rate(s) are allowable in accordance with the cost principles of the Federal Acquisition Regulation (FAR) 48, Code of Federal Regulations (CFR), Chapter 1, Part 31 (48 CFR Part 31);
- The cost proposal does not include any costs which are expressly unallowable under the cost principles of 48 CFR Part 31;
- The accounting treatment and billing of prevailing wage delta costs are consistent with our prevailing wage policy as either direct labor, indirect costs, or other direct costs on all federally-funded A&E Consultant Contracts.
- All known material transactions or events that have occurred subsequent to year-end affecting the consultant's ownership, organization, and indirect cost rates have been disclosed as of the date of this certification.

I am providing the required and applicable documents as instructed on Exhibit 10-A.

Financial Management System:

Our labor charging, job costing, and accounting systems meet the standards for financial reporting, accounting records, and internal control adequate to demonstrate that costs claimed have been incurred, appropriately accounted for, are allocable to the contract, and comply with the federal requirements as set forth in [Title 23 United States Code \(U.S.C.\) Section 112\(b\)\(2\)](#); [48 CFR Part 31.201-2\(d\)](#); [23 CFR, Chapter 1, Part 172.11\(a\)\(2\)](#); and all applicable state and federal rules and regulations.

Our financial management system has the following attributes:

- Account numbers identifying allowable direct, indirect, and unallowable cost accounts;
- Ability to accumulate and segregate allowable direct, indirect, and unallowable costs into separate cost

Consultant Annual Certification of Indirect Costs and Financial Management System

accounts;

- Ability to accumulate and segregate allowable direct costs by project, contract and type of cost;
- Internal controls to maintain integrity of financial management system;
- Ability to account and record costs consistently and to ensure costs billed are in compliance with FAR;
- Ability to ensure and demonstrate costs billed reconcile to general ledgers and job costing system; and
- Ability to ensure costs are in compliance with contract terms and federal and state requirement

Cost Reimbursements on Contracts:

I also understand that failure to comply with 48 CFR Part 16.301-3 or knowingly charge unallowable costs to Federal-Aid Highway Program (FAHP) contracts may result in possible penalties and sanctions as provided by the following:

- Sanctions and Penalties - [23 CFR Part 172.11\(c\)\(4\)](#)
- False Claims Act - [Title 31 U.S.C. Sections 3729-3733](#)
- Statements or entries generally - [Title 18 U.S.C. Section 1001](#)
- Major Fraud Act - [Title 18 U.S.C. Section 1031](#)

All A&E Contract Information:

- Total participation amount \$ _____ on all State and FAHP contracts for Architectural & Engineering services that the consultant received in the last three fiscal periods.
- The number of states in which the consultant does business is _____.
- Years of consultant's experience with 48 CFR Part 31 is _____.
- Audit history of the consultant's current and prior years (if applicable)

<input type="checkbox"/> Cognizant ICR Audit	<input type="checkbox"/> Local Gov't ICR Audit	<input type="checkbox"/> Caltrans ICR Audit
<input type="checkbox"/> CPA ICR Audit	<input type="checkbox"/> Federal Gov't ICR Audit	

I, the undersigned, certify all of the above to the best of my knowledge and belief and that I have reviewed the Indirect Cost Rate Schedule to determine that any costs which are expressly unallowable under the Federal cost principles have been removed and comply with [Title 23 U.S.C. Section 112\(b\)\(2\)](#), [48 CFR Part 31](#), [23 CFR Part 172](#), and all applicable state and federal rules and regulations. I also certify that I understand that all documentation of compliance must be retained by the consultant. I hereby acknowledge that costs that are noncompliant with the federal and state requirements are not eligible for reimbursement and must be returned to Caltrans.

Name**: _____ Title**: _____
 Signature: _____ Date of Certification (mm/dd/yyyy): _____
 Email**: _____ Phone Number**: _____

**An individual executive or financial officer of the consultant's or subconsultant's organization at a level no lower than a Vice President, a Chief Financial Officer, or equivalent, who has authority to represent the financial information used to establish the indirect cost rate.

Note: Both prime and subconsultants as parties of a contract must complete their own Exhibit 10-K forms. Caltrans will not process local agency's invoices until a complete Exhibit 10-K form is accepted and approved by Caltrans Audits and Investigations.

Distribution: 1) Original - Local Agency Project File
2) Copy - Consultant
3) Copy - Caltrans Audits and Investigations

Reset Form

EXHIBIT 10-01 CONSULTANT PROPOSAL DBE COMMITMENT

1. Local Agency: _____ 2. Contract DBE Goal: _____
 3. Project Description: _____
 4. Project Location: _____
 5. Consultant's Name: _____ 6. Prime Certified DBE:

7. Description of Work, Service, or Materials Supplied	8. DBE Certification Number	9. DBE Contact Information	10. DBE %
Local Agency to Complete this Section		11. TOTAL CLAIMED DBE PARTICIPATION	%
17. Local Agency Contract Number: _____ 18. Federal-Aid Project Number: _____ 19. Proposed Contract Execution Date: _____ 20. Consultant's Ranking after Evaluation: _____			
Local Agency certifies that all DBE certifications are valid and information on this form is complete and accurate.		IMPORTANT: Identify all DBE firms being claimed for credit, regardless of tier. Written confirmation of each listed DBE is required.	
_____		12. Preparer's Signature	13. Date
_____		14. Preparer's Name	15. Phone
_____		16. Preparer's Title	

DISTRIBUTION: Original – Included with consultant's proposal to local agency.

ADA Notice: For individuals with sensory disabilities, this document is available in alternate formats. For information call (916) 654-6410 or TDD (916) 654-3880 or write Records and Forms Management, 1120 N Street, MS-89, Sacramento, CA 95814.

INSTRUCTIONS – CONSULTANT PROPOSAL DBE COMMITMENT**CONSULTANT SECTION**

1. **Local Agency** - Enter the name of the local or regional agency that is funding the contract.
2. **Contract DBE Goal** - Enter the contract DBE goal percentage as it appears on the project advertisement.
3. **Project Location** - Enter the project location as it appears on the project advertisement.
4. **Project Description** - Enter the project description as it appears on the project advertisement (Bridge Rehab, Seismic Rehab, Overlay, Widening, etc.).
5. **Consultant's Name** - Enter the consultant's firm name.
6. **Prime Certified DBE** - Check box if prime contractor is a certified DBE.
7. **Description of Work, Services, or Materials Supplied** - Enter description of work, services, or materials to be provided. Indicate all work to be performed by DBEs including work performed by the prime consultant's own forces, if the prime is a DBE. If 100% of the item is not to be performed or furnished by the DBE, describe the exact portion to be performed or furnished by the DBE. See LAPM Chapter 9 to determine how to count the participation of DBE firms.
8. **DBE Certification Number** - Enter the DBE's Certification Identification Number. All DBEs must be certified on the date bids are opened.
9. **DBE Contact Information** - Enter the name, address, and phone number of all DBE subcontracted consultants. Also, enter the prime consultant's name and phone number, if the prime is a DBE.
10. **DBE %** - Percent participation of work to be performed or service provided by a DBE. Include the prime consultant if the prime is a DBE. See LAPM Chapter 9 for how to count full/partial participation.
11. **Total Claimed DBE Participation %** - Enter the total DBE participation claimed. If the total % claimed is less than item "Contract DBE Goal," an adequately documented Good Faith Effort (GFE) is required (see Exhibit 15-H DBE Information - Good Faith Efforts of the LAPM).
12. **Preparer's Signature** - The person completing the DBE commitment form on behalf of the consultant's firm must sign their name.
13. **Date** - Enter the date the DBE commitment form is signed by the consultant's preparer.
14. **Preparer's Name** - Enter the name of the person preparing and signing the consultant's DBE commitment form.
15. **Phone** - Enter the area code and phone number of the person signing the consultant's DBE commitment form.
16. **Preparer's Title** - Enter the position/title of the person signing the consultant's DBE commitment form.

LOCAL AGENCY SECTION

17. **Local Agency Contract Number** - Enter the Local Agency contract number or identifier.
18. **Federal-Aid Project Number** - Enter the Federal-Aid Project Number.
19. **Proposed Contract Execution Date** - Enter the proposed contract execution date.
20. **Consultant's Ranking after Evaluation** - Enter consultant's ranking after all submittals/consultants are evaluated. Use this as a quick comparison for evaluating most qualified consultant.
21. **Local Agency Representative's Signature** - The person completing this section of the form for the Local Agency must sign their name to certify that the information in this and the Consultant Section of this form is complete and accurate.
22. **Date** - Enter the date the DBE commitment form is signed by the Local Agency Representative.
23. **Local Agency Representative's Name** - Enter the name of the Local Agency Representative certifying the consultant's DBE commitment form.
24. **Phone** - Enter the area code and phone number of the person signing the consultant's DBE commitment form.
25. **Local Agency Representative Title** - Enter the position/title of the Local Agency Representative certifying the consultant's DBE commitment form.

EXHIBIT 10-O2 CONSULTANT CONTRACT DBE COMMITMENT

1. Local Agency: _____ 2. Contract DBE Goal: _____
 3. Project Description: _____
 4. Project Location: _____
 5. Consultant's Name: _____ 6. Prime Certified DBE: 7. Total Contract Award Amount: _____
 8. Total Dollar Amount for ALL Subconsultants: _____ 9. Total Number of ALL Subconsultants: _____

10. Description of Work, Service, or Materials Supplied	11. DBE Certification Number	12. DBE Contact Information	13. DBE Dollar Amount
Local Agency to Complete this Section			\$
20. Local Agency Contract Number: _____ 21. Federal-Aid Project Number: _____ 22. Contract Execution Date: _____	14. TOTAL CLAIMED DBE PARTICIPATION		%
Local Agency certifies that all DBE certifications are valid and information on this form is complete and accurate.			IMPORTANT: Identify all DBE firms being claimed for credit, regardless of tier. Written confirmation of each listed DBE is required.
23. Local Agency Representative's Signature _____	24. Date _____	15. Preparer's Signature _____	16. Date _____
25. Local Agency Representative's Name _____	26. Phone _____	17. Preparer's Name _____	18. Phone _____
27. Local Agency Representative's Title _____		19. Preparer's Title _____	

DISTRIBUTION: 1. Original – Local Agency
 2. Copy – Caltrans District Local Assistance Engineer (DLAE). Failure to submit to DLAE within 30 days of contract execution may result in de-obligation of federal funds on contract.

ADA Notice: For individuals with sensory disabilities, this document is available in alternate formats. For information call (916) 654-6410 or TDD (916) 654-3880 or write Records and Forms Management, 1120 N Street, MS-89, Sacramento, CA 95814.

INSTRUCTIONS – CONSULTANT CONTRACT DBE COMMITMENT

CONSULTANT SECTION

1. **Local Agency** - Enter the name of the local or regional agency that is funding the contract.
2. **Contract DBE Goal** - Enter the contract DBE goal percentage as it appears on the project advertisement.
3. **Project Description** - Enter the project description as it appears on the project advertisement (Bridge Rehab, Seismic Rehab, Overlay, Widening, etc).
4. **Project Location** - Enter the project location as it appears on the project advertisement.
5. **Consultant's Name** - Enter the consultant's firm name.
6. **Prime Certified DBE** - Check box if prime contractor is a certified DBE.
7. **Total Contract Award Amount** - Enter the total contract award dollar amount for the prime consultant.
8. **Total Dollar Amount for ALL Subconsultants** - Enter the total dollar amount for all subcontracted consultants. SUM = (DBEs + all Non-DBEs). Do not include the prime consultant information in this count.
9. **Total number of ALL subconsultants** - Enter the total number of all subcontracted consultants. SUM = (DBEs + all Non-DBEs). Do not include the prime consultant information in this count.
10. **Description of Work, Services, or Materials Supplied** - Enter description of work, services, or materials to be provided. Indicate all work to be performed by DBEs including work performed by the prime consultant's own forces, if the prime is a DBE. If 100% of the item is not to be performed or furnished by the DBE, describe the exact portion to be performed or furnished by the DBE. See LAPM Chapter 9 to determine how to count the participation of DBE firms.
11. **DBE Certification Number** - Enter the DBE's Certification Identification Number. All DBEs must be certified on the date bids are opened.
12. **DBE Contact Information** - Enter the name, address, and phone number of all DBE subcontracted consultants. Also, enter the prime consultant's name and phone number, if the prime is a DBE.
13. **DBE Dollar Amount** - Enter the subcontracted dollar amount of the work to be performed or service to be provided. Include the prime consultant if the prime is a DBE. See LAPM Chapter 9 for how to count full/partial participation.
14. **Total Claimed DBE Participation - \$:** Enter the total dollar amounts entered in the "DBE Dollar Amount" column. **%:** Enter the total DBE participation claimed ("Total Participation Dollars Claimed" divided by item "Total Contract Award Amount"). If the total % claimed is less than item "Contract DBE Goal," an adequately documented Good Faith Effort (GFE) is required (see Exhibit 15-H DBE Information - Good Faith Efforts of the LAPM).
15. **Preparer's Signature** - The person completing the DBE commitment form on behalf of the consultant's firm must sign their name.
16. **Date** - Enter the date the DBE commitment form is signed by the consultant's preparer.
17. **Preparer's Name** - Enter the name of the person preparing and signing the consultant's DBE commitment form.
18. **Phone** - Enter the area code and phone number of the person signing the consultant's DBE commitment form.
19. **Preparer's Title** - Enter the position/title of the person signing the consultant's DBE commitment form.

LOCAL AGENCY SECTION

20. **Local Agency Contract Number** - Enter the Local Agency contract number or identifier.
21. **Federal-Aid Project Number** - Enter the Federal-Aid Project Number.
22. **Contract Execution Date** - Enter the date the contract was executed.
23. **Local Agency Representative's Signature** - The person completing this section of the form for the Local Agency must sign their name to certify that the information in this and the Consultant Section of this form is complete and accurate.
24. **Date** - Enter the date the DBE commitment form is signed by the Local Agency Representative.
25. **Local Agency Representative's Name** - Enter the name of the Local Agency Representative certifying the consultant's DBE commitment form.
26. **Phone** - Enter the area code and phone number of the person signing the consultant's DBE commitment form.
27. **Local Agency Representative Title** - Enter the position/title of the Local Agency Representative certifying the consultant's DBE commitment form.

EXHIBIT 10-Q DISCLOSURE OF LOBBYING ACTIVITIES

COMPLETE THIS FORM TO DISCLOSE LOBBYING ACTIVITIES PURSUANT TO 31 U.S.C. 1352

<p>1. Type of Federal Action:</p> <p><input type="checkbox"/> a. contract <input type="checkbox"/> b. grant <input type="checkbox"/> c. cooperative agreement <input type="checkbox"/> d. loan <input type="checkbox"/> e. loan guarantee <input type="checkbox"/> f. loan insurance</p>	<p>2. Status of Federal Action:</p> <p><input type="checkbox"/> a. bid/offer/application <input type="checkbox"/> b. initial award <input type="checkbox"/> c. post-award</p>	<p>3. Report Type:</p> <p><input type="checkbox"/> a. initial <input type="checkbox"/> b. material change</p> <p>For Material Change Only: year _____ quarter _____ date of last report _____</p>
<p>4. Name and Address of Reporting Entity</p> <p><input type="checkbox"/> Prime <input type="checkbox"/> Subawardee Tier _____, if known</p> <p>Congressional District, if known _____</p>	<p>5. If Reporting Entity in No. 4 is Subawardee, Enter Name and Address of Prime:</p> <p>Congressional District, if known _____</p>	
<p>6. Federal Department/Agency:</p>	<p>7. Federal Program Name/Description:</p> <p>CFDA Number, if applicable _____</p>	
<p>8. Federal Action Number, if known:</p>	<p>9. Award Amount, if known:</p>	
<p>10. Name and Address of Lobby Entity (If individual, last name, first name, MI)</p> <p style="text-align: center;">(attach Continuation Sheet(s) if necessary)</p>	<p>11. Individuals Performing Services (including address if different from No. 10) (last name, first name, MI)</p> <p style="text-align: center;">(attach Continuation Sheet(s) if necessary)</p>	
<p>12. Amount of Payment (check all that apply)</p> <p>\$ _____ <input type="checkbox"/> actual <input type="checkbox"/> planned</p>	<p>14. Type of Payment (check all that apply)</p> <p><input type="checkbox"/> a. retainer <input type="checkbox"/> b. one-time fee <input type="checkbox"/> c. commission <input type="checkbox"/> d. contingent fee <input type="checkbox"/> e. deferred <input type="checkbox"/> f. other, specify _____</p>	
<p>13. Form of Payment (check all that apply):</p> <p><input type="checkbox"/> a. cash <input type="checkbox"/> b. in-kind; specify: nature _____ Value _____</p>		
<p>15. Brief Description of Services Performed or to be performed and Date(s) of Service, including officer(s), employee(s), or member(s) contacted, for Payment Indicated in Item 12:</p> <p style="text-align: center;">(attach Continuation Sheet(s) if necessary)</p>		
<p>16. Continuation Sheet(s) attached: Yes <input type="checkbox"/> No <input type="checkbox"/></p>		
<p>17. Information requested through this form is authorized by Title 31 U.S.C. Section 1352. This disclosure of lobbying reliance was placed by the tier above when his transaction was made or entered into. This disclosure is required pursuant to 31 U.S.C. 1352. This information will be reported to Congress semiannually and will be available for public inspection. Any person who fails to file the required disclosure shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.</p>		
		<p>Signature: _____ Print Name: _____ Title: _____ Telephone No.: _____ Date: _____</p>
<p>Federal Use Only:</p>		<p>Authorized for Local Reproduction Standard Form - LLL</p>

Standard Form LLL Rev. 04-28-06

Distribution: Orig- Local Agency Project Files

INSTRUCTIONS FOR COMPLETING EXHIBIT 10-Q DISCLOSURE OF LOBBYING ACTIVITIES

This disclosure form shall be completed by the reporting entity, whether subawardee or prime federal recipient at the initiation or receipt of covered federal action or a material change to previous filing pursuant to title 31 U.S.C. Section 1352. The filing of a form is required for such payment or agreement to make payment to lobbying entity 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 a covered federal action. Attach a continuation sheet for additional information if the space on the form is inadequate. Complete all items that apply for both the initial filing and material change report. Refer to the implementing guidance published by the Office of Management and Budget for additional information.

1. Identify the type of covered federal action for which lobbying activity is or has been secured to influence, the outcome of a covered federal action.
2. Identify the status of the covered federal action.
3. Identify the appropriate classification of this report. If this is a follow-up report caused by a material change to the information previously reported, enter the year and quarter in which the change occurred. Enter the date of the last, previously submitted report by this reporting entity for this covered federal action.
4. Enter the full name, address, city, state, and zip code of the reporting entity. Include Congressional District if known. Check the appropriate classification of the reporting entity that designates if it is or expects to be a prime or subaward recipient. Identify the tier of the subawardee, e.g., the first subawardee of the prime is the first tier. Subawards include but are not limited to: subcontracts, subgrants, and contract awards under grants.
5. If the organization filing the report in Item 4 checks "Subawardee" then enter the full name, address, city, state, and zip code of the prime federal recipient. Include Congressional District, if known.
6. Enter the name of the federal agency making the award or loan commitment. Include at least one organization level below agency name, if known. For example, Department of Transportation, United States Coast Guard.
7. Enter the federal program name or description for the covered federal action (item 1). If known, enter the full Catalog of Federal Domestic Assistance (CFDA) number for grants, cooperative agreements, loans and loan commitments.
8. Enter the most appropriate federal identifying number available for the federal action identification in item 1 (e.g., Request for Proposal (RFP) number, Invitation for Bid (IFB) number, grant announcement number, the contract grant, or loan award number, the application/proposal control number assigned by the federal agency). Include prefixes, e.g., "RFP-DE-90-001."
9. For a covered federal action where there has been an award or loan commitment by the Federal agency, enter the federal amount of the award/loan commitments for the prime entity identified in item 4 or 5.
10. Enter the full name, address, city, state, and zip code of the lobbying entity engaged by the reporting entity identified in Item 4 to influence the covered federal action.
11. Enter the full names of the individual(s) performing services and include full address if different from 10 (a). Enter Last Name, First Name and Middle Initial (MI).
12. Enter the amount of compensation paid or reasonably expected to be paid by the reporting entity (Item 4) to the lobbying entity (Item 10). Indicate whether the payment has been made (actual) or will be made (planned). Check all boxes that apply. If this is a material change report, enter the cumulative amount of payment made or planned to be made.
13. Check all boxes that apply. If payment is made through an in-kind contribution, specify the nature and value of the in-kind payment.
14. Check all boxes that apply. If other, specify nature.
15. Provide a specific and detailed description of the services that the lobbyist has performed or will be expected to perform and the date(s) of any services rendered. Include all preparatory and related activity not just time spent in actual contact with federal officials. Identify the federal officer(s) or employee(s) contacted or the officer(s) employee(s) or Member(s) of Congress that were contacted.
16. Check whether or not a continuation sheet(s) is attached.
17. The certifying official shall sign and date the form, and print his/her name title and telephone number.

Public reporting burden for this collection of information is estimated to average 30-minutes per response, including time for reviewing instruction, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding the burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden, to the Office of Management and Budget, Paperwork Reduction Project (0348-0046), Washington, D.C. 20503. SF-LLL-Instructions Rev. 06-04

**LOCAL ASSISTANCE PROCEDURES MANUAL
EXHIBIT 15-H: PROPOSER/CONTRACTOR GOOD FAITH EFFORTS**

Cost Proposal Due Date _____ PE/CE
Federal-aid Project No(s). _____ Bid Opening Date _____ CON

The County of Monterey established a Disadvantaged Business Enterprise (DBE) goal of _____% for this contract. The information provided herein shows the required good faith efforts to meet or exceed the DBE contract goal.

Proposers or bidders submit the following information to document their good faith efforts within five (5) calendar days from cost proposal due date or bid opening. Proposers and bidders are recommended to submit the following information even in the Exhibit 10-O1: Consultant Proposal DBE Commitments or Exhibit 15-G: Construction Contract DBE Commitment indicate that the proposer or bidder has met the DBE goal. This form protects the proposer’s or bidder’s eligibility for award of the contract if the administering agency determines that the bidder failed to meet the goal for various reasons, e.g., a DBE firm was not certified at bid opening, or the bidder made a mathematical error.

The following items are listed in the Section entitled “Submission of DBE Commitment” of the Special Provisions, **please attach additional sheets as needed:**

- A. The names and dates of each publication in which a request for DBE participation for this project was placed by the bidder (please attach copies of advertisements or proofs of publication):

Publications	Dates of Advertisement

- B. The names and dates of written notices sent to certified DBEs soliciting bids for this project and the dates and methods used for following up initial solicitations to determine with certainty whether the DBEs were interested (please attach copies of solicitations, telephone records, fax confirmations, etc.):

Names of DBEs Solicited	Date of Initial Solicitation	Follow Up Methods and Dates

C. The items of work made available to DBE firms including those unbundled contract work items into economically feasible units to facilitate DBE participation. It is the bidder's responsibility to demonstrate that sufficient work to facilitate DBE participation in order to meet or exceed the DBE contract goal.

Items of Work	Proposer or Bidder Normally Performs Item (Y/N)	Breakdown of Items	Amount (\$)	Percentage of Contract

D. The names, addresses and phone numbers of rejected DBE firms, the reasons for the bidder's rejection of the DBEs, the firms selected for that work (please attach copies of quotes from the firms involved), and the price difference for each DBE if the selected firm is not a DBE:

Names, addresses and phone numbers of rejected DBEs and the reasons for the bidder's rejection of the DBEs:

Names, addresses and phone numbers of firms selected for the work above:

E. Efforts (e.g. in advertisements and solicitations) made to assist interested DBEs in obtaining information related to the plans, specifications and requirements for the work which was provided to DBEs:

F. Efforts (e.g. in advertisements and solicitations) made to assist interested DBEs in obtaining bonding, lines of credit or insurance, necessary equipment, supplies, materials, or related assistance or services, excluding supplies and equipment the DBE subcontractor purchases or leases from the prime contractor or its affiliate:

**EXHIBIT C – INCORPORATION OF RFQ #10914, ADDENDUM NO. 1 TO RFQ #10914
AND STATEMENT OF QUALIFICATIONS DOCUMENTS**

The County of Monterey invited submittals to Request for Qualifications (RFQ) through RFQ #10914, On-Call Construction Management Services for Various Construction Projects located in the County of Monterey, California. Harris & Associates, Inc. submitted a responsive and responsible Statement of Qualifications to perform the services listed in RFQ #10914.

RFQ #10914, Addendum No. 1 to RFQ #10914, and the Statement of Qualifications submitted by Harris & Associates, Inc., on file with the Department of Public Works, Facilities and Parks, are hereby incorporated into the Agreement by this reference.

Attachment C

COUNTY OF MONTEREY AGREEMENT FOR PROFESSIONAL SERVICES WITH SURVEYORS, ARCHITECTS, ENGINEERS & DESIGN PROFESSIONALS

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This Professional Services Agreement ("Agreement") is made by and between the County of Monterey, a political subdivision of the State of California (hereinafter "County") and:

MNS Engineers, Inc.

(hereinafter "~~CONTRACTOR~~").

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10/30/2025 | 1:40 P

CONSULTANT Consultant's Initials

Date

Consultant's Initials

Date

In consideration of the mutual covenants and conditions set forth in this Agreement, the parties agree as follows:

- 1. **SERVICES TO BE PROVIDED.** The County hereby engages CONTRACTOR to perform, and CONTRACTOR hereby agrees to perform, the services described in **Exhibit A** in conformity with the terms of this Agreement. The services are generally described as follows:

Provide on-call construction management services for various construction projects located in the County of Monterey, Request for Qualifications (RFQ) #10914

- 2. **PAYMENTS BY COUNTY.** County shall pay the CONTRACTOR in accordance with the payment provisions set forth in **Exhibit A**, subject to the limitations set forth in this Agreement. The total amount payable by County to CONTRACTOR under this Agreement shall not exceed the sum of \$3,000,000.

- 3. **TERM OF AGREEMENT.** The term of this Agreement is from November 21, 2025 to November 20, 2030, unless sooner terminated pursuant to the terms of this Agreement. This Agreement is of no force or effect until signed by both CONTRACTOR and County and with County signing last, and CONTRACTOR may not commence work before County signs this Agreement.

- 4. **ADDITIONAL PROVISIONS/EXHIBITS.** The following attached exhibits are incorporated herein by reference and constitute a part of this Agreement:

Exhibit A Scope of Services/Payment Provisions

Exhibit B Federal Provisions

Exhibit C Incorporation of RFQ #10914, Addendum No. 1 to RFQ #10914, and Statement of Qualifications, on file with the County of Monterey, Department of Public Works, Facilities and Parks (PWFP)

- 5. **PERFORMANCE STANDARDS.**

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represents

Consultant's Initials

Date

Consultant's Initials

Date

- 5.01. ~~CONTRACTOR warrants that~~ CONTRACTOR and CONTRACTOR's agents, employees, and subcontractors performing services under this Agreement are ~~specialty trained, experienced, competent, and~~ appropriately licensed to perform the work and deliver the services required under this Agreement and are not employees ~~of the~~ County, or immediate family of an employee of the County.

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- 5.02. **CONTRACTOR**, its agents, employees, and subcontractors shall perform all work in a safe and skillful manner and in compliance with all applicable laws and regulations. All work performed

CONSULTANT represents that all services will be performed in a manner consistent with the level of care and skill ordinarily exercised by members of the profession currently practicing under similar conditions (the "Standard of Care").

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under this Agreement that is required by law to be performed or supervised by licensed personnel shall be performed in accordance with such licensing requirements.

- 5.03. CONTRACTOR shall furnish, at its own expense, all materials, equipment, and personnel necessary to carry out the terms of this Agreement, except as otherwise specified in this Agreement. CONTRACTOR shall not use County premises, property (including equipment, instruments, or supplies) or personnel for any purpose other than in the performance of its obligations under this Agreement.

6. PAYMENT CONDITIONS.

- 6.01. CONTRACTOR shall submit to the Contract Administrator an invoice on a form acceptable to County. If not otherwise specified, the CONTRACTOR may submit such invoice periodically or at the completion of services, but in any event, not later than 30 days after completion of services. The invoice shall set forth the amounts claimed by CONTRACTOR for the previous period, together with an itemized basis for the amounts claimed, and such other information pertinent to the invoice as the County may require. The Contract Administrator or his or her designee shall certify the invoice; either in the requested amount or in such other amount as the County approves in conformity with this Agreement, and shall promptly submit such invoice to the County Auditor-Controller for payment. The County Auditor-Controller shall pay the amount certified within 30 days of receiving the certified invoice.
- 6.02. CONTRACTOR shall not receive reimbursement for travel expenses unless set forth in this Agreement.

7. TERMINATION.

- 7.01. During the term of this Agreement, the County may terminate the Agreement for any reason by giving written notice of termination to the CONTRACTOR at least thirty (30) days prior to the effective date of termination. Such notice shall set forth the effective date of termination. In the event of such termination, the amount payable under this Agreement shall be reduced in proportion to the services provided prior to the date of termination.
- 7.02. The County may cancel and terminate this Agreement for good cause effective immediately upon written notice to CONTRACTOR. "Good cause" includes the failure of CONTRACTOR to perform the required services at the time and in the manner provided under this Agreement. If County terminates this Agreement for good cause, the County may be relieved of the payment of any consideration to CONTRACTOR, and the County may proceed with the work in any manner, which County deems proper. The cost to the County shall be deducted from any sum due the CONTRACTOR under this Agreement.

8. INDEMNIFICATION.

- 8.01 For purposes of the following indemnification provisions ("Indemnification Agreement"), "design professional" has the same meaning as set forth in California Civil Code section 2782.8. If any term, provision or application of this Indemnification Agreement is found to be invalid, in violation of public policy or unenforceable to any extent, such finding shall not invalidate any other term or provision of this Indemnification Agreement and such other terms and provisions

shall continue in full force and effect. If there is any conflict between the terms, provisions or application of this Indemnification Agreement and the provisions of California Civil Code Sections 2782 or 2782.8, the broadest indemnity protection for County under this Indemnity Agreement that is permitted by law shall be provided by CONTRACTOR.

8.02 Indemnification for Design Professional Services Claims:

CONTRACTOR shall indemnify, defend and hold harmless County, its governing board, directors, officers, employees, and agents against any claims that arise out of, or pertain to, or relate to the negligence, recklessness, or willful misconduct of CONTRACTOR, its employees, subcontractors, and agents in the performance of design professional services under this Agreement, excepting only liability arising from the sole negligence, active negligence or willful misconduct of County, or defect in a design furnished by County, but in no event shall the amount of such CONTRACTOR's liability exceed such CONTRACTOR's proportionate percentage of fault as determined by a court, arbitrator or mediator, or as set out in a settlement agreement. In the event one (1) or more defendants to any action involving such claim or claims against County is unable to pay its share of defense costs due to bankruptcy or dissolution of the business, such CONTRACTOR shall meet and confer with the other parties to such action regarding unpaid defense costs.

8.03 Indemnification for All Other Claims or Loss:

For any claim, loss, injury, damage, expense or liability other than claims arising out of CONTRACTOR's performance of design professional services under this Agreement, CONTRACTOR shall indemnify, defend and hold harmless County, its governing board, directors, officers, employees, and agents against any claim for loss, injury, damage, expense or liability resulting from or alleging injury to or death of any person or loss of use of or damage to property, arising from or related to the performance of services under this Agreement by CONTRACTOR, its employees, subcontractors or agents, excepting only liability arising from the sole negligence, active negligence or willful misconduct of County, or defect in a design furnished by County.

9. INSURANCE.

9.01 Evidence of Coverage:

Prior to commencement of this Agreement, the Contractor shall provide a "Certificate of Insurance" certifying that coverage as required herein has been obtained. Individual endorsements executed by the insurance carrier shall accompany the certificate. In addition, the Contractor upon request shall provide a certified copy of the policy or policies.

This verification of coverage shall be sent to the County's Contracts/Purchasing Division, unless otherwise directed. The CONTRACTOR shall not receive a "Notice to Proceed" with the work under this Agreement until it has obtained all insurance required and such, insurance has been approved by the County. This approval of insurance shall neither relieve nor decrease the liability of the CONTRACTOR.

9.02 Qualifying Insurers:

All coverages, except surety, shall be issued by companies which hold a current policy holder's alphabetic and financial size category rating of not less than A VII, according to the current A.M.

Best's Rating Guide or a company of equal financial stability that is approved by the County's Purchasing Agent.

9.03 Insurance Coverage Requirements: Without limiting CONTRACTOR's duty to indemnify, CONTRACTOR shall maintain in effect throughout the term of this Agreement a policy or policies of insurance with the following minimum limits of liability:

10/31/2025 | 8:20 AM PDT

Limited

Commercial General Liability Insurance: including but not limited to premises and operations, including coverage for Bodily Injury and Property Damage, Personal Injury, Contractual Liability, Broad form Property Damage, Independent Contractors, Products and Completed Operations, with a combined single limit for Bodily Injury and Property Damage of not less than \$1,000,000 per occurrence, and \$2,000,000 in the aggregate.

(Note: any proposed modifications to these general liability insurance requirements shall be attached as an Exhibit hereto, and the section(s) above that are proposed as not applicable shall be lined out in blue ink. All proposed modifications are subject to County approval.)

Auto Liability Coverage: must include motor vehicles, including scheduled, non-owned, and hired vehicles, used in providing services under this Agreement, with a combined single limit or Bodily Injury and Property Damage of not less than \$1,000,000 per occurrence.

(Note: any proposed modifications to these auto insurance requirements shall be attached as an Exhibit hereto, and the section(s) above that are proposed as not applicable shall be lined out in blue ink. All proposed modifications are subject to County approval.)

Workers' Compensation Insurance, if CONTRACTOR employs others in the performance of this Agreement, in accordance with California Labor Code section 3700 and with Employer's Liability limits not less than \$1,000,000 each person, \$1,000,000 each accident and \$1,000,000 each disease.

(Note: any proposed modifications to these workers' compensation insurance requirements shall be attached as an Exhibit hereto, and the section(s) above that are proposed as not applicable shall be lined out in blue ink. All proposed modifications are subject to County approval.)

Professional Liability Insurance: if required for the professional services being provided, (e.g., those persons authorized by a license to engage in a business or profession regulated by the California Business and Professions Code), in the amount of not less than \$1,000,000 per claim and \$2,000,000 in the aggregate, to cover liability for malpractice or errors or omissions made in the course of rendering professional services. If professional liability insurance is written on a "claims-made" basis rather than an occurrence basis, the CONTRACTOR shall, upon the expiration or earlier termination of this Agreement, obtain extended reporting coverage ("tail coverage") with the same liability limits. Any such tail coverage shall continue for at least three years following the expiration or earlier termination of this Agreement.

(Note: Professional liability insurance coverage is required if the contractor is providing a professional service regulated by the state. Examples of service providers regulated by the state are insurance agents, professional architects and engineers, doctors, certified public accountants, lawyers, etc. However, other professional Contractors, such as computer or software designers, technology services, and services providers such as claims administrators, should also have professional liability. If in doubt, consult with your risk or contract manager.)

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Date

If the contractor maintains broader coverage and/or higher limits than the minimums shown above, the County requires and shall be entitled to the broader coverage and/or higher limits maintained by the contractor.

9.04 Other Requirements:

a licensed

All insurance required by this Agreement shall be with a company acceptable to the County and issued and executed by an admitted insurer authorized to transact Insurance business in the State of California. Unless otherwise specified by this Agreement, all such insurance shall be written on an occurrence basis, or, if the policy is not written on an occurrence basis, such policy with the coverage required herein shall continue in effect for a period of three years following the date CONTRACTOR completes its performance of services under this Agreement.

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Each liability policy shall provide that the County shall be given notice in writing at least thirty days in advance of any endorsed reduction in coverage or limit, cancellation, or intended non-renewal thereof. Each policy shall provide coverage for Contractor and additional insureds with respect to claims arising from each subcontractor, if any, performing work under this Agreement, or be accompanied by a certificate of insurance from each subcontractor showing each subcontractor has identical insurance coverage to the above requirements.

, except for cancellation for non-payment of premium whereby a 10-day notice shall apply adhering to California law

Additional Insured Status:

The County of Monterey, its officers, officials, employees, agents, and volunteers are to be covered as additional insureds on the auto liability policy for liability arising out of automobiles owned, leased, hired or borrowed by or on behalf of the Contractor. Auto liability coverage shall be provided in the form of an endorsement to the CONTRACTOR'S insurance.

The County of Monterey, its officers, officials, employees, agents, and volunteers are to be covered as additional insureds on the commercial general liability policy with respect to liability arising out of work or operations performed by or on behalf of the CONTRACTOR including materials, parts, or equipment furnished in connection with such work or operations. General liability coverage shall be provided in the form of an endorsement to the CONTRACTOR'S insurance (at least as broad as ISO Form CG 20 10 11 85 or if not available, through the addition of both CG 20 10, CG 20 26, CG 20 33, or CG 20 38; and CG 20 37 if a later edition is used).

Primary Coverage:

For any claims related to this contract, the CONTRACTOR'S insurance coverage shall be primary and non-contributory and at least as broad as ISO CG 20 01 04 13 as respects the County, its officers, officials, employees, agents, and volunteers. Any insurance or self-insurance maintained by the County, its officers, officials, employees, agents, or volunteers shall be excess of the CONTRACTOR'S insurance and shall not contribute with it. This requirement shall also apply to any Excess or Umbrella liability policies.

Workers' Compensation Waiver of Subrogation:

The workers' compensation policy required hereunder shall be endorsed to state that the workers' compensation carrier waives its right of subrogation against COUNTY, its officers, officials, employees, agents, or volunteers, which might arise by reason of payment under such policy in connection with performance under this Agreement by CONTRACTOR. Should CONTRACTOR be self-insured for workers' compensation, CONTRACTOR hereby agrees to waive its right of subrogation against COUNTY, its officers, officials, employees, agents, or volunteers.

Prior to the execution of this Agreement by the County, CONTRACTOR shall file certificates of insurance and endorsements with the County's contract administrator and County's Contracts/Purchasing Division, showing that the CONTRACTOR has in effect the insurance required by this Agreement. The CONTRACTOR shall file a new or amended certificate of insurance within five calendar days after any change is made in any insurance policy, which would alter the information on the certificate then on file. Acceptance or approval of insurance shall in no way modify or change the indemnification clause in this Agreement, which shall continue in full force and effect. CONTRACTOR shall always during the term of this Agreement maintain in force the insurance coverage required under this Agreement and shall send, without demand by County, annual certificates to County's Contract Administrator and County's Contracts/Purchasing Division. If the certificate is not received by the expiration date, County shall notify CONTRACTOR and CONTRACTOR shall have five calendar days to send in the certificate, evidencing no lapse in coverage during the interim. Failure by CONTRACTOR to maintain such insurance is a default of this Agreement, which entitles County, at its sole discretion, to terminate this Agreement immediately.

10. RECORDS AND CONFIDENTIALITY.

- 10.01 Confidentiality. CONTRACTOR and its officers, employees, agents, and subcontractors shall comply with any and all federal, state, and local laws, which provide for the confidentiality of records and other information. CONTRACTOR shall not disclose any confidential records or other confidential information received from the County or prepared in connection with the performance of this Agreement, unless County specifically permits CONTRACTOR to disclose such records or information. CONTRACTOR shall promptly transmit to County any and all requests for disclosure of any such confidential records or information. CONTRACTOR shall not use any confidential information gained by CONTRACTOR in the performance of this Agreement except for the sole purpose of carrying out CONTRACTOR's obligations under this Agreement.
- 10.02 County Records. When this Agreement expires or terminates, CONTRACTOR shall return to County any County records which CONTRACTOR used or received from County to perform services under this Agreement.
- 10.03 Maintenance of Records. CONTRACTOR shall prepare, maintain, and preserve all reports and records that may be required by federal, state, and County rules and regulations related to services performed under this Agreement. CONTRACTOR shall maintain such records for a period of at least three years after receipt of final payment under this Agreement. If any litigation, claim, negotiation, audit exception, or other action relating to this Agreement is pending at the end of the three-year period, then CONTRACTOR shall retain said records until such action is resolved.
- 10.04 Access to and Audit of Records. The County shall have the right to examine, monitor and audit all records, documents, conditions, and activities of the CONTRACTOR and its subcontractors related to services provided under this Agreement. Pursuant to Government Code section 8546.7, if this Agreement involves the expenditure of public funds in excess of \$10,000, the parties to this Agreement may be subject, at the request of the County or as part of any audit of the County, to the examination and audit of the State Auditor pertaining to matters connected with the performance of this Agreement for a period of three years after final payment under the Agreement.

10.05 Royalties and Inventions. County shall have a royalty-free, exclusive and irrevocable license to reproduce, publish, and use, and authorize others to do so, all original computer programs, writings, sound recordings, pictorial reproductions, drawings, and other works of similar nature produced in the course of or under this Agreement. CONTRACTOR shall not publish any such material without the prior written approval of County.

10.06 Format of Deliverables: For this section, “Deliverables” shall mean all electronic documents CONTRACTOR provides to the County under this Agreement. CONTRACTOR shall ensure all Deliverables comply with the requirements of the Web Content Accessibility Guidelines (“WCAG”) 2.1, pursuant to the Americans with Disabilities Act (“ADA”). CONTRACTOR bears the burden to deliver Deliverables, such as Adobe Acrobat Portable Document Format (“PDF”) and Microsoft Office files, complying with WCAG 2.1. CONTRACTOR shall defend and indemnify the County against any breach of this Section. This Section shall survive the termination of this Agreement. Find more on Accessibility at this State website: <https://webstandards.ca.gov/accessibility/>.

11. NON-DISCRIMINATION. During the performance of this Agreement, CONTRACTOR, and its subcontractors, shall not unlawfully discriminate against any person because of race, religious creed, color, sex, national origin, ancestry, physical disability, mental disability, medical condition, marital status, age (over 40), sexual orientation, or any other characteristic set forth in California Government code § 12940(a), either in CONTRACTOR’s employment practices or in the furnishing of services to recipients. CONTRACTOR shall ensure that the evaluation and treatment of its employees and applicants for employment and all persons receiving and requesting services are free of such discrimination. CONTRACTOR and any subcontractor shall, in the performance of this Agreement, fully comply with all federal, state, and local laws and regulations which prohibit discrimination. The provision of services primarily or exclusively to such target population as may be designated in this Agreement shall not be deemed to be prohibited discrimination.

12. COMPLIANCE WITH TERMS OF STATE OR FEDERAL GRANT. If this Agreement has been or will be funded with monies received by the County pursuant to a contract with the state or federal government in which the County is the grantee, CONTRACTOR will comply with all the provisions of said contract, to the extent applicable to CONTRACTOR as a subgrantee under said contract, and said provisions shall be deemed a part of this Agreement, as though fully set forth herein. Upon request, County will deliver a copy of said contract to CONTRACTOR, at no cost to CONTRACTOR.

13. COMPLIANCE WITH APPLICABLE LAWS.

13.01 CONTRACTOR shall keep itself informed of and in compliance with all federal, state, and local laws, ordinances, regulations, and orders, including but not limited to all state and federal tax laws that may affect in any manner the Project or the performance of the Services or those engaged to perform Services under this Agreement as well as any privacy laws including, if applicable, Health Insurance Portability and Accountability Act (HIPAA). CONTRACTOR shall procure all permits and licenses, pay all charges and fees, and give all notices require by law in the performance of the Services.

13.02 CONTRACTOR shall report immediately to County’s Contracts/Purchasing Officer, in writing, any discrepancy or inconsistency it discovers in the laws, ordinances, regulations, orders, and/or guidelines in relation to the Project of the performance of the Services.

13.03 All documentation prepared by CONTRACTOR shall provide for a completed project that conforms to all applicable codes, rules, regulations, and guidelines that are in force at the time such documentation is prepared.

14. **INDEPENDENT CONTRACTOR.** In the performance of work, duties, and obligations under this Agreement, CONTRACTOR is at all times acting and performing as an independent contractor and not as an employee of the County. No offer or obligation of permanent employment with the County or particular County department or agency is intended in any manner, and CONTRACTOR shall not become entitled by virtue of this Agreement to receive from County any form of employee benefits including but not limited to sick leave, vacation, retirement benefits, workers’ compensation coverage, insurance or disability benefits. CONTRACTOR shall be solely liable for and obligated to pay directly all applicable taxes, including federal and state income taxes and social security, arising out of CONTRACTOR’s performance of this Agreement. In connection therewith, CONTRACTOR shall defend, indemnify, and hold County harmless from any and all liability, which County may incur because of CONTRACTOR’s failure to pay such taxes.

15. **NOTICES.** Notices required under this Agreement shall be delivered personally or by first-class, postage pre-paid mail to the County and CONTRACTOR’s Contract Administrators at the addresses listed below:

FOR COUNTY:	FOR CONTRACTOR:
Dalia Mariscal-Martinez, Management Analyst III Name and Title	Aaron Hilton, PE, QSD/QSP, Project Manager Name and Title
1441 Schilling Place, 2nd Floor Salinas, California 93901 Address	201 N. Calle Cesar Chavez, Suite 300 Santa Barbara, California 93103
(831) 755-8966 Phone	(805) 279-6864 Phone

16. **MISCELLANEOUS PROVISIONS.**

16.01 Conflict of Interest. CONTRACTOR represents that it presently has no interest and agrees not to acquire any interest during the term of this Agreement, which would directly or indirectly conflict in any manner or to any degree with the full and complete performance of the professional services required to be rendered under this Agreement.

16.02 Amendment. This Agreement may be amended or modified only by an instrument in writing signed by the County and the CONTRACTOR.

16.03 Waiver. Any waiver of any terms and conditions of this Agreement must be in writing and signed by the County and the CONTRACTOR. A waiver of any of the terms and conditions of this Agreement shall not be construed as a waiver of any other terms or conditions in this Agreement.

- 16.04 Contractor. The term “CONTRACTOR” as used in this Agreement includes CONTRACTOR’s officers, agents, and employees acting on CONTRACTOR’s behalf in the performance of this Agreement.
- 16.05 Disputes. CONTRACTOR shall continue to perform under this Agreement during any dispute.
- 16.06 Assignment and Subcontracting. The CONTRACTOR shall not assign, sell, or otherwise transfer its interest or obligations in this Agreement without the prior written consent of the County. None of the services covered by this Agreement shall be subcontracted without the prior written approval of the County. Notwithstanding any such subcontract, CONTRACTOR shall continue to be liable for the performance of all requirements of this Agreement.
- 16.07 Successors and Assigns. This Agreement and the rights, privileges, duties, and obligations of the County and CONTRACTOR under this Agreement, to the extent assignable or delegable, shall be binding upon and inure to the benefit of the parties and their respective successors, permitted assigns, and heirs.
- 16.08 Headings. The headings are for convenience only and shall not be used to interpret the terms of this Agreement.
- 16.09 Time is of the Essence. Time is of the essence in each and all of the provisions of this Agreement.
- 16.10 Governing Law. This Agreement shall be governed by and interpreted under the laws of the State of California.
- 16.11 Non-exclusive Agreement. This Agreement is non-exclusive and both County and CONTRACTOR expressly reserve the right to contract with other entities for the same or similar services.
- 16.12 Construction of Agreement. The County and CONTRACTOR agree that each party has fully participated in the review and revision of this Agreement and that any rule of construction to the effect that ambiguities are to be resolved against the drafting party shall not apply in the interpretation of this Agreement or any amendment to this Agreement.
- 16.13 Authority. Any individual executing this Agreement on behalf of the County or the CONTRACTOR represents and warrants hereby that he or she has the requisite authority to enter into this Agreement on behalf of such party and bind the party to the terms and conditions of this Agreement.
- 16.14 Integration. This Agreement, including the exhibits, represent the entire Agreement between the County and the CONTRACTOR with respect to the subject matter of this Agreement and shall supersede all prior negotiations, representations, or agreements, either written or oral, between the County and the CONTRACTOR as of the effective date of this Agreement, which is the date that the County signs the Agreement.

- 16.15 Interpretation of Conflicting Provisions. In the event of any conflict or inconsistency between the provisions of this Agreement and the Provisions of any exhibit or other attachment to this Agreement, the provisions of this Agreement shall prevail and control.
- 16.16 Independent Contractor Compliance with Government Code Section 1097.6 (c). This section applies to those situations when a contractor/consultant is awarded a Contract for a preliminary phase of a project, with future phases to be bid separately. This section does not apply to those situations when a Contract is awarded for multiple phases of a project under a single contract/proposal. When applicable, and as described below, contractor/consultant's duties and services under this agreement shall not include preparing or assisting the public entity with any portion of the public entity's preparation of a request for proposals, request for qualifications, or any other solicitation regarding a subsequent or additional contract with the public entity. The public entity entering this agreement shall at all times retain responsibility for public contracting, including with respect to any subsequent phase of this project. Contractor/consultant's participation in the planning, discussions, or drawing of project plans or specifications shall be limited to conceptual, preliminary, or initial plans or specifications. Contractor/consultant shall cooperate with the public entity to ensure that all bidders for a subsequent contract on any subsequent phase of this project have access to the same information, including all conceptual, preliminary, or initial plans or specifications prepared by contractor pursuant to this agreement.

17. CONSENT TO USE OF ELECTRONIC SIGNATURES.

- 17.01 The parties to this Agreement consent to the use of electronic signatures via DocuSign to execute this Agreement. The parties understand and agree that the legality of electronic signatures is governed by state and federal law, 15 USC Section 7001 *et seq.*; California Government Code Section 16.5; and, California Civil Code Section 1633.1 *et seq.* Pursuant to said state and federal law as may be amended from time to time, the parties to this Agreement hereby authenticate and execute this Agreement, and any and all Exhibits to this Agreement, with their respective electronic signatures, including any and all scanned signatures in portable document format (PDF).
- 17.02 Counterparts. The parties to this Agreement understand and agree that this Agreement can be executed in two (2) or more counterparts and transmitted electronically via facsimile transmission or by delivery of a scanned counterpart in PDF via email transmittal.
- 17.03 Form: Delivery by E-Mail or Facsimile. Executed counterparts of this Agreement may be delivered by facsimile transmission or by delivery of a scanned counterpart in PDF by e-mail transmittal, in either case with delivery confirmed. On such confirmed delivery, the signatures in the facsimile or PDF data file shall be deemed to have the same force and effect as if the manually signed counterpart or counterparts had been delivered to the other party in person.

***** THIS SECTION INTENTIONALLY LEFT BLANK *****

IN WITNESS WHEREOF, County and CONTRACTOR have executed this Agreement as of the day and year written below.

COUNTY OF MONTEREY

CONTRACTOR

By: Chief Contracts & Procurement Officer

Date:

By: Department Head (if applicable)

Date:

By: Board of Supervisors (if applicable)

Date:

Approved as to Form Office of the County Counsel¹

Susan K. Blitch, County Counsel

By: Mary Grace Perry, Deputy County Counsel County Counsel

Date: 10/30/2025 | 5:20 PM PDT

Approved as to Fiscal Provisions²

By: Patricia Ruiz Auditor/Controller

Date: 11/3/2025 | 9:50 AM PST

Reviewed as to Liability Provisions Office of the County Counsel-Risk Management³

By: David Bolton, Risk Manager

Date: 10/31/2025 | 8:20 AM PDT

MNS Engineers, Inc. Contractor's Business Name*

By: Greg Chelini (Signature of Chair, President, or Vice-President)*

Greg Chelini, Vice President Name and Title

Date: 10/29/2025 | 9:34 AM PDT

By: Miranda Patton (Signature of Secretary, Asst. Secretary, CFO, Treasurer or Asst. Treasurer)*

Miranda Patton, Secretary Name and Title

Date: 10/30/2025 | 1:40 PM PDT

County Board of Supervisors' Agreement Number: _____.

*INSTRUCTIONS: If CONTRACTOR is a corporation, including non-profit corporations, the full legal name of the corporation shall be set forth above together with the signatures of two (2) specified officers (California Corporations Code § 313). If CONTRACTOR is a Limited Liability Corporation (LLC), the full legal name of the LLC shall be set forth above together with the signatures of either 1) any member, or 2) two (2) managers (Corporations Code §17703.01, subds. (a) and (d)). If CONTRACTOR is a partnership, the full legal name of the partnership shall be set forth above together with the signature of a partner who has authority to execute on behalf of the partnership. If CONTRACTOR is contracting in an individual capacity, the individual shall set forth the name of the business, if any, and shall personally sign.

¹Approval by the Office of County Counsel is required.

²Approval by Auditor/Controller is required.

³Review by Risk Manager is required only if changes are made in the Indemnification or Insurance paragraphs.

EXHIBIT A - SCOPE OF SERVICES/PAYMENT PROVISIONS

**To Agreement by and between
County of Monterey, hereinafter referred to as “County”
and
MNS Engineers, Inc., hereinafter referred to as “CONTRACTOR”**

A. SCOPE OF SERVICES

A.1 CONTRACTOR shall provide services and staff, and otherwise do all things necessary for or incidental to the performance of work, as set forth below:

A.1.1 CONTRACTOR’s Minimum Work Performance Percentage: CONTRACTOR shall perform with their own organization Agreement work amounting to not less than fifty percent (50%) of the original total Agreement price. CONTRACTOR shall not assign, subcontract, sell, or otherwise transfer its interest or obligations in this Agreement without the prior written consent of County.

A.1.2 The scope of services includes in general construction management and engineering inspection services for various construction projects within the County. The construction projects include the repair and upgrade of existing roadways, drainage facilities, and traffic control devices.

A.1.3 The broad scope requires a diversity of expertise and the ability to deal with a number of specialized construction contract issues. Of particular concern are the qualifications and experience of the individual(s) who will be directly involved in the project(s), as they relate to the California Department of Transportation (Caltrans).

A.1.4 The construction management effort shall include, but not be limited to, the following services and requirements:

Contract Administration:

Provide overall coordination of construction management services, including supervision of contract administration, labor compliance, Disadvantaged Business Enterprise (DBE) programs, field observations and outside services. Attend regularly scheduled project meetings with County or CONTRACTOR representatives to review the progress of the work, resolve field problems as they occur, and perform project related public relations with the public and outside agencies such as the United States Army Corps of Engineers (USACE) and the California Department of Fish and Wildlife (CDFW).

General Inspection:

Provide daily inspections and supervision of the work of the construction contractor’s operations as construction progresses and promptly report and resolve problems regarding performance and/or conformity with the drawings and specifications, including contract administration and construction engineering of

EXHIBIT A - SCOPE OF SERVICES/PAYMENT PROVISIONS

the assigned project. Assist County Resident Engineer in managing construction operations. In accordance with the State Standard Specifications and Special Provisions, ensure that all utility work is coordinated with the appropriate utility company and that all the appropriate permits and inspections are obtained for all items of work.

Change Orders:

In accordance with State Standard Specifications, Special Provisions, and County format, prepare, process, and make recommendations on change orders. County will approve all change orders which are acceptable to County.

Surveying:

Coordinate and supervise construction surveying and staking. Construction staking is to be included in the services provided by CONTRACTOR.

Material Testing:

Coordinate, interpret, certify, and supervise all required soils and material tests in accordance with Caltrans test methods and Standard Specifications. CONTRACTOR shall provide County with a Caltrans certified material testing company to provide material testing services per Caltrans Standard Specifications.

Test Data:

Review and approve copies of certificates of compliance, independent testing laboratory reports, and manufacturer's shop or mill tests to ensure conformance with contract specifications.

Plan Interpretation:

With the assistance of County Resident Engineer, as needed, to interpret the intent of the plans and specifications to protect County against defects and deficiencies in construction on the part of the construction contractor.

Pre-Construction Conference:

Assist in the pre-construction meeting with construction contractor and other project participants. This discussion affords all the parties of the construction contract a common understanding of the proposed work and problems, and possible solutions that may be expected during the life of the construction contract. Labor compliance, equal employment opportunity, safety requirements, water pollution requirements, agreements, and permits shall also be discussed. Respond to questions construction contractor may have and address issues that need to be resolved before work commences.

Safety and Accidents:

Assume the duties of the Project Safety Coordinator. Ensure construction contractor complies with all safety orders, Federal and State, and permits through normal contract administration procedures. Document all incidents with

EXHIBIT A - SCOPE OF SERVICES/PAYMENT PROVISIONS

photographs and written reports. Manage safety precautions through construction contractor for the public in construction areas.

Approval Schedule:

Prepare a schedule (using Microsoft Project) indicating all items that will be submitted by construction contractor for review and approval requiring action by County. Furnish appropriate forms, as necessary, and monitor the construction contractor's adherence to the schedule.

False Work and Shop Drawings:

Keep records, provide timely engineering review, and prepare written recommendations certifying the adequacy of construction contractor's submittal for false work as well as construction of false work. Coordinate, document, and make engineering recommendations in writing on approval of shop drawings. Final submittal approvals shall be made in consultation with County.

Progress Statements:

Prepare and provide monthly progress statements meeting County requirements including the following: monthly estimates on all items of work with source documents to verify progress payments. Submit weekly copies of daily diaries to County. Submit a copy of the baseline progress schedule and monthly updates as required by the Special Provisions.

Final Walk-through and Final Inspection:

Conduct project walk-through prior to completion of construction. Minutes of this walk-through shall be completed by CONTRACTOR and a copy shall be sent to County. The final walk-through list of attendees shall be coordinated with County. CONTRACTOR shall complete a final inspection of the project and complete the required Final Report forms.

As-Built Plans:

Provide County with an electronic as-built plan file complete with redline changes or corrections. Such plans will be based upon information obtained from field measurements and observations made during project construction and approved contract change orders. The electronic signature and seal of the responsible Registered Resident Engineer or Construction Engineer will be placed in the file on Level 62 (refer to "Highway Design and Topography Information" on Page 2.5-2 of the *Caltrans Computer Aided Design & Drafting (CADD) User's Manual*).

Contract Records:

At the completion of the project, submit the original set of construction books to County cataloged in accordance with Chapter 5, Section 5-102, "Organization of Project Documents," of the *Caltrans Construction Manual* and as directed by County. These records shall include all correspondence, meeting minutes, photographs, agreements, hazardous waste material information and tests, labor

EXHIBIT A - SCOPE OF SERVICES/PAYMENT PROVISIONS

compliance, contract administration forms, bridge work, diaries, contract item quantity documents, contract change orders, project status sheets, project record-estimate and project status, disputes, project completion documents, etc.

- A.1.5 Services shall be provided on an on-call basis. County shall contact CONTRACTOR with regards to an individual task and/or project. CONTRACTOR shall then submit a detailed proposal that shall include at minimum assigned CONTRACTOR staff, relevant task, deliverables, schedule, and cost.
- A.1.6 The exact scope for construction management services will be determined prior to a notice to proceed for a specific task and/or project. County may negotiate the scope and cost of the proposal prior to issuance of the notice to proceed. County has the right to reject any submitted proposal.
- A.1.7 CONTRACTOR shall advocate for County and ensure the project produced is in the best interest of County. CONTRACTOR shall deliver products on or ahead of the required schedule and within budget.
- A.1.8 All work shall be performed in conformance with all applicable County, State and Federal laws relevant to the specific project scope.
- A.1.9 In compliance with RFQ #10914, if the project for which CONTRACTOR is ultimately hired for is funded with Federal Highway Administration (FHWA) funds, CONTRACTOR will be required to comply with Federal Provisions. Caltrans Local Assistance Procedures Manual (LAPM), Federal Provisions in Exhibit B, attached hereto and incorporated by reference, shall be completed separately for each individual project by CONTRACTOR and submitted to County for approval prior to County issuing CONTRACTOR with a notice to proceed for the project.
- A.1.10 County will issue CONTRACTOR a Delivery Order (DO) number for each individual task and/or project in the amount agreed upon by both parties and after County provides a notice to proceed. DO numbers for each task and/or project will close at the end of each fiscal year (July 1–June 30) and, if necessary, may be reissued at the start of the following fiscal year to allow completion of the task and/or project. The CONTRACTOR should note that County DO numbers change with each fiscal year; therefore, the DO number assigned to a task and/or project may differ from its start to its completion.
- A.2** CONTRACTOR shall produce all deliverables (e.g., written reports, installed products, etc.) associated with the assigned task(s) by the deadline specified by the County.

EXHIBIT A - SCOPE OF SERVICES/PAYMENT PROVISIONS

B. PAYMENT PROVISIONS

B.1 COMPENSATION/PAYMENT

County shall pay an amount not to exceed **\$3,000,000**, for the performance of all things necessary for or incidental to the performance of work as set forth in the Scope of Services. CONTRACTOR's compensation for services rendered shall be based on the rates as included in this Exhibit A and in accordance with the following terms:

County and CONTRACTOR agree that CONTRACTOR shall be reimbursed for travel expenses during this Agreement. CONTRACTOR shall receive compensation for travel expenses as per the “County Travel Policy”. A copy of the policy is available online at <https://www.countyofmonterey.gov/home/showdocument?id=69364>. To receive reimbursement, CONTRACTOR must provide a detailed breakdown of authorized expenses, identifying what was expended and when.

County and CONTRACTOR agree that CONTRACTOR and its subcontractors shall be reimbursed for mileage based upon the Internal Revenue Service (IRS) standard business mileage rate at the time of travel.

CONTRACTOR agrees that pursuant to Labor Code Section 1771, not less than general prevailing rate of per diem wages shall be paid to all workers employed on any public work projects in excess of one thousand dollars (\$1,000).

Under California Labor Code sections 1720 et seq., a contract for some or all of the work contemplated by RFQ #10914 may be considered a public work. If applicable, CONTRACTOR shall comply with provisions of the Labor Code (sections 1720 et seq.) governing public works, including payment of prevailing wages, payroll records, and employment of apprentices. Copies of the determination of the general prevailing rate of per diem wages are available to interested parties at: <http://www.dir.ca.gov/public-works/prevailing-wage.html>.

Travel expenses for federally funded projects shall be reimbursed in accordance with California Department of Human Resources’ (CalHR) rates <https://hrmanual.calhr.ca.gov/home/manualitem/1/2201>.

CONTRACTOR warrants that the cost charged for services under the terms of this Agreement are not in excess of those charged to any other client for the same services performed by the same individuals.

B.2 CONTRACTOR’S BILLING PROCEDURES

Invoices under this Agreement shall be submitted monthly and promptly, and in accordance with Section 6, “Payment Conditions”, of the Agreement. All invoices shall reference the Agreement’s Multi-Year Agreement (MYA) number and associated DO number, services and/or project name, County Project Manager, and an original hardcopy

EXHIBIT A - SCOPE OF SERVICES/PAYMENT PROVISIONS

shall be sent to the following address or via email to PWFP-Finance-AP@countyofmonterey.gov with a copy to goetzj@countyofmonterey.gov:

County of Monterey
Department of Public Works, Facilities and Parks (PWFP) – Finance Division
1441 Schilling Place, South 2nd Floor
Salinas, California 93901-4527

Any questions pertaining to invoices under this Agreement shall be directed to the PWFP Finance Division at (831) 755-4800 or via email to: PWFP-Finance-AP@countyofmonterey.gov.

County may, in its sole discretion, terminate the Agreement or withhold payments claimed by CONTRACTOR for services rendered if CONTRACTOR fails to satisfactorily comply with any term or condition of this Agreement.

No payments in advance or in anticipation of services or supplies to be provided under this Agreement shall be made by County.

County shall not pay any claims for payment for services submitted more than twelve (12) months after the calendar month in which the services were completed.

DISALLOWED COSTS: CONTRACTOR is responsible for any audit exceptions or disallowed costs incurred by its own organization or that of its subcontractors.

EXHIBIT A - SCOPE OF SERVICES/PAYMENT PROVISIONS

Local Assistance Procedures Manual

Exhibit 10-H2
Cost Proposal

EXHIBIT 10-H2 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)

Note: Mark-up are Not Allowed

County of Monterey On-Call Construction Management Services, RFQ #10914

Consultant: MNS Engineers, Inc. Prime Subconsultant 2nd Tier Subconsultant

Project No. _____ Contract No. _____ RFQ#10914 _____ Participation Amount % \$3,000,000 100% _____ Date: 10/24/2025

For Combined Rate	Fringe Benefit %	+	General & Administrative %	=	Combined ICR%
	61.02%		74.34%		135.36%
			0.00%		

	Fringe Benefit %		Overhead %	+	GA%	=	Combined %
For Home Office	60.71%		74.010%		0.000%		134.72%
For Field Office Rate	61.23%		74.550%	+	0.000%	=	135.78%

	=	Fee	=	10.00%
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BILLING INFORMATION				CALCULATION INFORMATION				
Name/Job Title/Classification ¹	Hourly Billing Rates ²			Effective Date of Hourly Rate		% Escalation Increase	Actual Hourly Rate and/or Average Hourly Rate ⁴	Hourly Range for Classifications Only
	Straight ³	Overtime (1.5x)	Overtime (2x)	From	To			
<i>*subject to prevailing wage</i>								
Aaron Hilton, PE*	\$302.10	N/A (Straight)	N/A (Straight)	11/1/2025	12/31/2025		\$116.48	
Project Manager	\$317.21	N/A (Straight)	N/A (Straight)	1/1/2026	12/31/2026	5.00%	\$122.30	
Exempt	\$333.07	N/A (Straight)	N/A (Straight)	1/1/2027	12/31/2027	5.00%	\$128.42	
	\$349.72	N/A (Straight)	N/A (Straight)	1/1/2028	12/31/2028	5.00%	\$134.84	
	\$367.20	N/A (Straight)	N/A (Straight)	1/1/2029	12/31/2029	5.00%	\$141.58	
	\$385.56	N/A (Straight)	N/A (Straight)	1/1/2030	12/31/2030	5.00%	\$148.66	
Dean Russu, PE*	\$283.40	N/A (Straight)	N/A (Straight)	11/1/2025	12/31/2025		\$109.27	
Project Manager	\$297.57	N/A (Straight)	N/A (Straight)	1/1/2026	12/31/2026	5.00%	\$114.73	
Exempt	\$312.45	N/A (Straight)	N/A (Straight)	1/1/2027	12/31/2027	5.00%	\$120.47	
	\$328.07	N/A (Straight)	N/A (Straight)	1/1/2028	12/31/2028	5.00%	\$126.49	
	\$344.48	N/A (Straight)	N/A (Straight)	1/1/2029	12/31/2029	5.00%	\$132.82	
	\$361.70	N/A (Straight)	N/A (Straight)	1/1/2030	12/31/2030	5.00%	\$139.46	
Andrew Borrelli, PE*	\$247.06	N/A (Straight)	N/A (Straight)	11/1/2025	12/31/2025		\$95.26	
Resident Engineer	\$259.42	N/A (Straight)	N/A (Straight)	1/1/2026	12/31/2026	5.00%	\$100.02	
Exempt	\$272.39	N/A (Straight)	N/A (Straight)	1/1/2027	12/31/2027	5.00%	\$105.02	
	\$286.01	N/A (Straight)	N/A (Straight)	1/1/2028	12/31/2028	5.00%	\$110.28	
	\$300.31	N/A (Straight)	N/A (Straight)	1/1/2029	12/31/2029	5.00%	\$115.79	
	\$315.32	N/A (Straight)	N/A (Straight)	1/1/2030	12/31/2030	5.00%	\$121.58	

EXHIBIT A - SCOPE OF SERVICES/PAYMENT PROVISIONS

Project Manager	\$313.82	N/A (Straight)	N/A (Straight)	11/1/2025	12/31/2025		\$121.00	100-155
	\$329.51	N/A (Straight)	N/A (Straight)	1/1/2026	12/31/2026	5.00%	\$127.05	
Exempt	\$345.99	N/A (Straight)	N/A (Straight)	1/1/2027	12/31/2027	5.00%	\$133.40	
	\$363.29	N/A (Straight)	N/A (Straight)	1/1/2028	12/31/2028	5.00%	\$140.07	
	\$381.45	N/A (Straight)	N/A (Straight)	1/1/2029	12/31/2029	5.00%	\$147.08	
	\$400.53	N/A (Straight)	N/A (Straight)	1/1/2030	12/31/2030	5.00%	\$154.43	
Sr. Construction Manager	\$298.26	N/A (Straight)	N/A (Straight)	11/1/2025	12/31/2025		\$115.00	95-145
	\$313.17	N/A (Straight)	N/A (Straight)	1/1/2026	12/31/2026	5.00%	\$120.75	
Exempt	\$328.83	N/A (Straight)	N/A (Straight)	1/1/2027	12/31/2027	5.00%	\$126.79	
	\$345.28	N/A (Straight)	N/A (Straight)	1/1/2028	12/31/2028	5.00%	\$133.13	
	\$362.54	N/A (Straight)	N/A (Straight)	1/1/2029	12/31/2029	5.00%	\$139.78	
	\$380.67	N/A (Straight)	N/A (Straight)	1/1/2030	12/31/2030	5.00%	\$146.77	
Resident Engineer	\$285.29	N/A (Straight)	N/A (Straight)	11/1/2025	12/31/2025		\$110.00	85-140
	\$299.56	N/A (Straight)	N/A (Straight)	1/1/2026	12/31/2026	5.00%	\$115.50	
Exempt	\$314.54	N/A (Straight)	N/A (Straight)	1/1/2027	12/31/2027	5.00%	\$121.28	
	\$330.26	N/A (Straight)	N/A (Straight)	1/1/2028	12/31/2028	5.00%	\$127.34	
	\$346.78	N/A (Straight)	N/A (Straight)	1/1/2029	12/31/2029	5.00%	\$133.71	
	\$364.12	N/A (Straight)	N/A (Straight)	1/1/2030	12/31/2030	5.00%	\$140.39	
Structures Representative	\$272.33	N/A (Straight)	N/A (Straight)	11/1/2025	12/31/2025		\$105.00	85-135
	\$285.94	N/A (Straight)	N/A (Straight)	1/1/2026	12/31/2026	5.00%	\$110.25	
Exempt	\$300.24	N/A (Straight)	N/A (Straight)	1/1/2027	12/31/2027	5.00%	\$115.76	
	\$315.25	N/A (Straight)	N/A (Straight)	1/1/2028	12/31/2028	5.00%	\$121.55	
	\$331.01	N/A (Straight)	N/A (Straight)	1/1/2029	12/31/2029	5.00%	\$127.63	
	\$347.56	N/A (Straight)	N/A (Straight)	1/1/2030	12/31/2030	5.00%	\$134.01	
Aassitant Resident Engineer**	\$233.42	\$350.13	\$466.84	11/1/2025	12/31/2025		\$90.00	70-115
	\$245.09	\$367.64	\$490.19	1/1/2026	12/31/2026	5.00%	\$94.50	
Non-Exempt	\$257.35	\$386.02	\$514.70	1/1/2027	12/31/2027	5.00%	\$99.23	
	\$270.22	\$405.32	\$540.43	1/1/2028	12/31/2028	5.00%	\$104.19	
	\$283.73	N/A (Straight)	N/A (Straight)	1/1/2029	12/31/2029	5.00%	\$109.40	
	\$297.91	N/A (Straight)	N/A (Straight)	1/1/2030	12/31/2030	5.00%	\$114.87	
Sr. Construction Inspector**	\$217.86	\$326.79	\$435.72	11/1/2025	12/31/2025		\$84.00	75-110
Inspector (PW)**	\$228.75	\$343.13	\$457.51	1/1/2026	12/31/2026	5.00%	\$88.20	
	\$240.19	\$360.29	\$480.38	1/1/2027	12/31/2027	5.00%	\$92.61	
	\$252.20	\$378.30	\$504.40	1/1/2028	12/31/2028	5.00%	\$97.24	
	\$264.81	\$397.22	\$529.62	1/1/2029	12/31/2029	5.00%	\$102.10	
	\$278.05	\$417.08	\$556.10	1/1/2030	12/31/2030	5.00%	\$107.21	

EXHIBIT A - SCOPE OF SERVICES/PAYMENT PROVISIONS

Construction Inspector (PW)**	\$194.52	\$291.78	\$389.04	11/1/2025	12/31/2025		\$75.00	65-95
	\$204.24	\$306.37	\$408.49	1/1/2026	12/31/2026	5.00%	\$78.75	
	\$214.46	\$321.68	\$428.91	1/1/2027	12/31/2027	5.00%	\$82.69	
	\$225.18	\$337.77	\$450.36	1/1/2028	12/31/2028	5.00%	\$86.82	
	\$236.44	\$354.66	\$472.88	1/1/2029	12/31/2029	5.00%	\$91.16	
	\$248.26	\$372.39	\$496.52	1/1/2030	12/31/2030	5.00%	\$95.72	
Office Administrator	\$129.68	\$194.52	\$259.36	11/1/2025	12/31/2025		\$50.00	35-70
	\$136.16	\$204.24	\$272.33	1/1/2026	12/31/2026	5.00%	\$52.50	
	\$142.97	\$214.46	\$285.94	1/1/2027	12/31/2027	5.00%	\$55.13	
	\$150.12	\$225.18	\$300.24	1/1/2028	12/31/2028	5.00%	\$57.88	
	\$157.63	\$236.44	\$315.25	1/1/2029	12/31/2029	5.00%	\$60.78	
	\$165.51	\$248.26	\$331.01	1/1/2030	12/31/2030	5.00%	\$63.81	
Principal Surveyor	\$272.33	\$408.49	\$544.65	11/1/2025	12/31/2025		\$105.00	85-115
	\$285.94	\$428.91	\$571.88	1/1/2026	12/31/2026	5.00%	\$110.25	
	\$300.24	\$450.36	\$600.48	1/1/2027	12/31/2027	5.00%	\$115.76	
	\$315.25	\$472.88	\$630.50	1/1/2028	12/31/2028	5.00%	\$121.55	
	\$331.01	\$496.52	\$662.03	1/1/2029	12/31/2029	5.00%	\$127.63	
	\$347.56	\$521.35	\$695.13	1/1/2030	12/31/2030	5.00%	\$134.01	
Supervising Surveyor	\$259.36	\$389.04	\$518.72	11/1/2025	12/31/2025		\$100.00	80-110
	\$272.33	\$408.49	\$544.65	1/1/2026	12/31/2026	5.00%	\$105.00	
	\$285.94	\$428.91	\$571.88	1/1/2027	12/31/2027	5.00%	\$110.25	
	\$300.24	\$450.36	\$600.48	1/1/2028	12/31/2028	5.00%	\$115.76	
	\$315.25	\$472.88	\$630.50	1/1/2029	12/31/2029	5.00%	\$121.55	
	\$331.01	\$496.52	\$662.03	1/1/2030	12/31/2030	5.00%	\$127.63	
Project Surveyor	\$194.52	\$291.78	\$389.04	11/1/2025	12/31/2025		\$75.00	65-85
	\$204.24	\$306.37	\$408.49	1/1/2026	12/31/2026	5.00%	\$78.75	
	\$214.46	\$321.68	\$428.91	1/1/2027	12/31/2027	5.00%	\$82.69	
	\$225.18	\$337.77	\$450.36	1/1/2028	12/31/2028	5.00%	\$86.82	
	\$236.44	\$354.66	\$472.88	1/1/2029	12/31/2029	5.00%	\$91.16	
	\$248.26	\$372.39	\$496.52	1/1/2030	12/31/2030	5.00%	\$95.72	
Assistant Project Surveyor	\$168.58	\$252.87	\$337.17	11/1/2025	12/31/2025		\$65.00	55-75
	\$177.01	\$265.52	\$354.02	1/1/2026	12/31/2026	5.00%	\$68.25	
	\$185.86	\$278.79	\$371.72	1/1/2027	12/31/2027	5.00%	\$71.66	
	\$195.16	\$292.73	\$390.31	1/1/2028	12/31/2028	5.00%	\$75.25	
	\$204.91	\$307.37	\$409.83	1/1/2029	12/31/2029	5.00%	\$79.01	
	\$215.16	\$322.74	\$430.32	1/1/2030	12/31/2030	5.00%	\$82.96	

EXHIBIT A - SCOPE OF SERVICES/PAYMENT PROVISIONS

Party Chief (PW)**	\$181.55	\$272.33	\$363.10	11/1/2025	12/31/2025		\$70.00	60-80
	\$190.63	\$285.94	\$381.26	1/1/2026	12/31/2026	5.00%	\$73.50	
	\$200.16	\$300.24	\$400.32	1/1/2027	12/31/2027	5.00%	\$77.18	
	\$210.17	\$315.25	\$420.34	1/1/2028	12/31/2028	5.00%	\$81.03	
	\$220.68	\$331.01	\$441.35	1/1/2029	12/31/2029	5.00%	\$85.09	
	\$231.71	\$347.56	\$463.42	1/1/2030	12/31/2030	5.00%	\$89.34	
Chainperson (PW)**	\$168.58	\$252.87	\$337.17	11/1/2025	12/31/2025		\$65.00	55-70
	\$177.01	\$265.52	\$354.02	1/1/2026	12/31/2026	5.00%	\$68.25	
	\$185.86	\$278.79	\$371.72	1/1/2027	12/31/2027	5.00%	\$71.66	
	\$195.16	\$292.73	\$390.31	1/1/2028	12/31/2028	5.00%	\$75.25	
	\$204.91	\$307.37	\$409.83	1/1/2029	12/31/2029	5.00%	\$79.01	
	\$215.16	\$322.74	\$430.32	1/1/2030	12/31/2030	5.00%	\$82.96	

NOTES:

1. Key personnel must be marked with an asterick (*) 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.

EXHIBIT A - SCOPE OF SERVICES/PAYMENT PROVISIONS

EXHIBIT 10-H2 COST PROPOSAL Page 2 of 3

**SPECIFIC RATE OF COMPENSATION (USE FOR ON-CALL OR AS-NEEDED CONTRACTS)
(CONSTRUCTION ENGINEERING AND INSPECTION CONTRACTS)**

County of Monterey On-Call Construction Management Services, RFQ #10914

Consultant: MNS Engineers, Inc.

Prime

Subconsultant

Project No. _____

Contract No. _____

RFQ#10914 _____

Participation Amount \$3,000,000

Date: October 24, 2025

SCHEDULE OF OTHER DIRECT COST ITEMS (Add additional pages as necessary)				
DESCRIPTION OF ITEMS	QUANTITY	UNIT	UNIT COST	TOTAL
Mileage Costs			Note 7	
Equipment Rental and Supplies				
Permit Fees				
Plans				
Vehicle				
A. Per diem per Caltrans guidelines		Note 2	Note 2	
Subconsultant 1: PCE				TBD
Subconsultant 2: ZTC				TBD
Subconsultant 3:				
Subconsultant 4:				
Subconsultant 5:				

NOTES:

- List other direct cost items with estimated costs. These costs should be competitive in their respective industries and supported with appropriate documentation.
- Pre-approved travel and Per Diem will be reimbursed in accordance with the current Caltrans Travel Guide for consultants, and detailed in executed Task Order Cost Estimates. No charge will be invoiced for employee relocation costs.
- Items, when incurred for the same purpose, in like circumstance, should not be included in any indirect cost pool or in the overhead rate.
- Items such as special tooling will be reimbursed at actual cost with supporting documentation (invoice).
- The items listed above that would be considered "tools of the trade" are not reimbursable as other direct cost.
- Travel related costs should be pre-approved by the contracting agency and shall not exceed the current State Department of Personnel Administration rules.
- 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.
- 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.
- The cost proposal format shall not be amended. All costs must comply with Federal cost principles.
- Add additional pages if necessary.
- Subconsultants must provide their own cost proposals.

EXHIBIT A - SCOPE OF SERVICES/PAYMENT PROVISIONS
EXHIBIT 10-H2 COST PROPOSAL Page 3 of 3

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:

- 7. Generally Accepted Accounting Principles (GAAP)
- 8. Terms and conditions of the contract
- 9. [Title 23 United States Code Section 112](#) - Letting of Contracts
- 10. [48 Code of Federal Regulations Part 31](#) - Contract Cost Principles and Procedures
- 11. [23 Code of Federal Regulations Part 172](#) - Procurement, Management, and Administration of Engineering and Design Related Service
- 12. [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 follow applicable federal and state requirements. Costs that are noncompliant with the federal and state requirements are not eligible for reimbursement.

Prime Consultant or Subconsultant Certifying:

Name: Greg Chelini _____ Title*: Vice President _____

Signature:  _____ Date of Certification (mm/dd/yy): 10/24/25 _____

Email: gchelini@mnsengineers.com _____ Phone Num: 805-896-9474 _____

Address: 201 N. Calle Cesar Chavez, Ste 300 _____

* 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:

Construction Management and Inspection Services

SPECIFIC RATE OF COMPENSATION (USE FOR ON-CALL OR AS-NEEDED CONTRACTS)

Note: Mark-ups are Not Allowed

(CONSTRUCTION ENGINEERING AND INSPECTION CONTRACTS)

Consultant ZT Consulting Group, Inc. Prime Consultant Subconsultant 2nd Tier Subconsultant

Project No. County of Monterey On-Call, RFQ #10914 Contract No. TBD Participation Amount \$ TBD Date # 10/24/25

For Combined Rate	Fringe Benefit % + General & Administrative %	=	143.41%	Combined ICR%
OR				
For Home Office Rate	Fringe Benefit % + General & Administrative %	=	143.41%	Home Office ICR%
For Field Office Rate	Fringe Benefit % + General & Administrative %	=	143.41%	Field Office ICR%
OH Rate Fee			=	10%

BILLING INFORMATION

CALCULATION INFORMATION

Name/Job Title/Classification ¹	Hourly Billing Rates ²			Effective Date of Hourly Rate		Actual or Avg. Hourly Rate ³	% or \$ Increase ^(a)	Hourly Range - for Classifications Only
	Straight	OT(1.5x)	OT(2x)	From	To			
Farzad Tasbihgoo, PE, CQA, CWI, PCI III Principal Engineer - Project Manager Exempt	\$267.75	\$267.75	\$267.75	11/01/2025	12/31/2025	\$100.00		
	\$277.12	\$277.12	\$277.12	01/01/2026	12/31/2026	\$103.50	3.5%	
	\$286.82	\$286.82	\$286.82	01/01/2027	12/31/2027	\$107.12	3.5%	
	\$296.86	\$296.86	\$296.86	01/01/2028	12/31/2028	\$110.87	3.5%	
	\$296.86	\$296.86	\$296.86	01/01/2029	12/31/2029	\$110.87	3.5%	
	\$307.25	\$307.25	\$307.25	01/01/2030	12/31/2030	\$114.75	3.5%	
Walter Steimle, PE Principal Quality Engineer - Fabrication Engineer Exempt	\$254.36	\$254.36	\$254.36	11/01/2025	12/31/2025	\$95.00		
	\$263.27	\$263.27	\$263.27	01/01/2026	12/31/2026	\$98.33	3.5%	
	\$272.48	\$272.48	\$272.48	01/01/2027	12/31/2027	\$101.77	3.5%	
	\$282.02	\$282.02	\$282.02	01/01/2028	12/31/2028	\$105.33	3.5%	
	\$282.02	\$282.02	\$282.02	01/01/2029	12/31/2029	\$105.33	3.5%	
	\$291.89	\$291.89	\$291.89	01/01/2030	12/31/2030	\$109.01	3.5%	
William Kent, CWI, NDT L2 MT/UT/RT Lead Inspector Exempt	\$224.91	\$224.91	\$224.91	11/01/2025	12/31/2025	\$84.00		
	\$232.78	\$232.78	\$232.78	01/01/2026	12/31/2026	\$86.94	3.5%	
	\$240.93	\$240.93	\$240.93	01/01/2027	12/31/2027	\$89.98	3.5%	
	\$249.36	\$249.36	\$249.36	01/01/2028	12/31/2028	\$93.13	3.5%	
	\$249.36	\$249.36	\$249.36	01/01/2029	12/31/2029	\$93.13	3.5%	
	\$258.09	\$258.09	\$258.09	01/01/2030	12/31/2030	\$96.39	3.5%	
Andrew Soria, ACI I, PCI III, CWI, NACE 2 QA Inspector Exempt	\$181.40	\$181.40	\$181.40	11/01/2025	12/31/2025	\$67.75		
	\$187.75	\$187.75	\$187.75	01/01/2026	12/31/2026	\$70.12	3.5%	
	\$194.32	\$194.32	\$194.32	01/01/2027	12/31/2027	\$72.58	3.5%	
	\$201.12	\$201.12	\$201.12	01/01/2028	12/31/2028	\$75.12	3.5%	
	\$201.12	\$201.12	\$201.12	01/01/2029	12/31/2029	\$75.12	3.5%	
	\$208.16	\$208.16	\$208.16	01/01/2030	12/31/2030	\$77.74	3.5%	
Nathan Liszewski, CWI, NDT UT/MT QA Inspector Non-Exempt	\$167.34	\$198.59	\$229.84	11/01/2025	12/31/2025	\$62.50		
	\$173.20	\$205.55	\$237.89	01/01/2029	12/31/2029	\$64.69	3.5%	
	\$179.26	\$212.74	\$246.22	01/01/2030	10/31/2030	\$66.95	3.5%	
	\$185.54	\$220.19	\$254.83	11/01/2025	12/31/2025	\$69.29	3.5%	
	\$192.03	\$227.89	\$263.75	01/01/2026	12/31/2026	\$71.72	3.5%	
	\$198.75	\$235.87	\$272.98	01/01/2030	12/31/2030	\$74.23	3.5%	

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.

NOTES:

- Denote all employees subject to prevailing wage with an asterisks (*)
- For "Other Direct Cost" listing, see page 7 of this Exhibit

SPECIFIC RATE OF COMPENSATION (USE FOR ON-CALL OR AS-NEEDED CONTRACTS)

Note: Mark-ups are Not Allowed

(CONSTRUCTION ENGINEERING AND INSPECTION CONTRACTS)

Consultant ZT Consulting Group, Inc. Prime Consultant Subconsultant 2nd Tier Subconsultant

Project No. County of Monterey On-Call, RFQ #10914 Contract No. TBD Participation Amount: TBD Date ## 10/24/25

For Combined Rate	Fringe Benefit % + General & Administrative %	= 143.41%	Combined ICR%
OR			
For Home Office Rate	Fringe Benefit % + General & Administrative %	= 143.41%	Home Office ICR%
For Field Office Rate	Fringe Benefit % + General & Administrative %	= 143.41%	Field Office ICR%

OH Rate Fee = 10%

BILLING INFORMATION

CALCULATION INFORMATION

Name/Job Title/Classification ¹	Hourly Billing Rates ²			Effective Date of Hourly Rate		Actual or Avg. Hourly Rate ³	% or \$ Increase ^(a)	Hourly Range - for Classifications Only
	Straight	OT(1.5x)	OT(2x)	From	To			
Eric Sanabria, CWI, NDT L2 MT/PT/UT, NACE 2 QA Steel & Coating Inspector Non-Exempt	\$156.63	\$185.88	\$215.13	11/01/2025	12/31/2025	\$58.50		
	\$162.12	\$192.39	\$222.66	01/01/2026	12/31/2026	\$60.55	3.5%	
	\$167.79	\$199.12	\$230.46	01/01/2027	12/31/2027	\$62.67	3.5%	
	\$173.66	\$206.09	\$238.52	01/01/2028	12/31/2028	\$64.86	3.5%	
	\$179.74	\$213.31	\$246.87	01/01/2029	12/31/2029	\$67.13	3.5%	
	\$186.03	\$220.77	\$255.51	01/01/2030	12/31/2030	\$69.48	3.5%	
Jerry Tso, CWI, NDT L2 UT/MT, ACI I QA Inspector Non-Exempt	\$141.91	\$168.41	\$194.91	11/01/2025	12/31/2025	\$53.00		
	\$146.87	\$174.30	\$201.73	01/01/2026	12/31/2026	\$54.86	3.5%	
	\$152.02	\$180.40	\$208.79	01/01/2027	12/31/2027	\$56.77	3.5%	
	\$157.34	\$186.72	\$216.10	01/01/2028	12/31/2028	\$58.76	3.5%	
	\$162.84	\$193.25	\$223.66	01/01/2029	12/31/2029	\$60.82	3.5%	
	\$168.54	\$200.02	\$231.49	01/01/2030	12/31/2030	\$62.95	3.5%	
Reid Gerritsen, CWI, ACI I, PCI II QA Inspector Non-Exempt	\$133.88	\$158.88	\$183.88	11/01/2025	12/31/2025	\$50.00		
	\$138.56	\$164.44	\$190.31	01/01/2026	12/31/2026	\$51.75	3.5%	
	\$143.41	\$170.19	\$196.97	01/01/2027	12/31/2027	\$53.56	3.5%	
	\$148.43	\$176.15	\$203.87	01/01/2028	12/31/2028	\$55.44	3.5%	
	\$153.63	\$182.31	\$211.00	01/01/2029	12/31/2029	\$57.38	3.5%	
	\$159.00	\$188.69	\$218.39	01/01/2030	12/31/2030	\$59.38	3.5%	
Russell Lynch, CWI, NDT L2 UT/MT/PT/RT, NACE 2, ACI I, PCI II QA Inspector Non-Exempt	\$187.43	\$222.43	\$257.43	11/01/2025	12/31/2025	\$70.00		
	\$193.99	\$230.21	\$266.44	01/01/2026	12/31/2026	\$72.45	3.5%	
	\$200.78	\$238.27	\$275.76	01/01/2027	12/31/2027	\$74.99	3.5%	
	\$207.80	\$246.61	\$285.41	01/01/2028	12/31/2028	\$77.61	3.5%	
	\$215.08	\$255.24	\$295.40	01/01/2029	12/31/2029	\$80.33	3.5%	
	\$222.60	\$264.17	\$305.74	01/01/2030	12/31/2030	\$83.14	3.5%	
Paul Mortsof, ACI I, PCI II, NACE 2 QA Inspector Non-Exempt	\$149.94	\$177.94	\$205.94	11/01/2025	12/31/2025	\$56.00		
	\$155.19	\$184.17	\$213.15	01/01/2026	12/31/2026	\$57.96	3.5%	
	\$160.62	\$190.61	\$220.61	01/01/2027	12/31/2027	\$59.99	3.5%	
	\$166.24	\$197.29	\$228.33	01/01/2028	12/31/2028	\$62.09	3.5%	
	\$172.06	\$204.19	\$236.32	01/01/2029	12/31/2029	\$64.26	3.5%	
	\$178.08	\$211.34	\$244.59	01/01/2030	12/31/2030	\$66.51	3.5%	

- Names and classifications of consultant (key staff) team members must be listed. Provide separate sheets for prime and all subconsultant firms.
- Billing rate = actual hourly rate * (1+ ICR) * (1+ Fee). Agreed upon billing rates are not adjustable for the term of contract.
- For named employees enter the actual hourly rate. For classifications only, enter the Average Hourly Rate for that classification.

NOTES:

- Denote all employees subject to prevailing wage with an asterisks (*)
- For "Other Direct Cost" listing, see page 7 of this Exhibit

EXHIBIT A - SCOPE OF SERVICES/PAYMENT PROVISIONS

EXHIBIT 10-H2 COST PROPOSAL Page 2 of 4

SPECIFIC RATE OF COMPENSATION (USE FOR ON-CALL OR AS-NEEDED CONTRACTS)

Note: Mark-ups are Not Allowed

(CONSTRUCTION ENGINEERING AND INSPECTION CONTRACTS)

Consultant ZT Consulting Group, Inc. Prime Consultant Subconsultant 2nd Tier Subconsultant

Project No. County of Monterey On-Call, RFQ #10914 Contract No. TBD Participation Amount \$ TBD Date ## 10/24/25

For Combined Rate	Fringe Benefit % + General & Administrative %	=	143.41%	Combined ICR%
OR				
For Home Office Rate	Fringe Benefit % + General & Administrative %	=	143.41%	Home Office ICR%
For Field Office Rate	Fringe Benefit % + General & Administrative %	=	143.41%	Field Office ICR%

OH Rate Fee = 10%

BILLING INFORMATION

CALCULATION INFORMATION

Name/Job Title/Classification ¹	Hourly Billing Rates ²			Effective Date of Hourly Rate		Actual or Avg. Hourly Rate ³	% or \$ Increase ^(a)	Hourly Range - for Classifications Only
	Straight	OT(1.5x)	OT(2x)	From	To			
Derick Hobbs, EIT, CQA, ACI I, PCI II Quality Fabrication Engineer Exempt	\$182.07	\$182.07	\$182.07	11/01/2025	12/31/2025	\$68.00		
	\$188.44	\$188.44	\$188.44	01/01/2026	12/31/2026	\$70.38	3.5%	
	\$195.04	\$195.04	\$195.04	01/01/2027	12/31/2027	\$72.84	3.5%	
	\$201.87	\$201.87	\$201.87	01/01/2028	12/31/2028	\$75.39	3.5%	
	\$208.93	\$208.93	\$208.93	01/01/2029	12/31/2029	\$78.03	3.5%	
	\$216.24	\$216.24	\$216.24	01/01/2030	12/31/2030	\$80.76	3.5%	
Cole Hofberg, EIT, CQA, ACI I, PCI II Quality Fabrication Engineer Exempt	\$157.97	\$187.47	\$216.97	11/01/2025	12/31/2025	\$59.00		
	\$163.50	\$194.03	\$224.57	01/01/2026	12/31/2026	\$61.07	3.5%	
	\$169.22	\$200.83	\$232.43	01/01/2027	12/31/2027	\$63.20	3.5%	
	\$175.15	\$207.85	\$240.56	01/01/2028	12/31/2028	\$65.41	3.5%	
	\$181.28	\$215.13	\$248.98	01/01/2029	12/31/2029	\$67.70	3.5%	
	\$187.62	\$222.66	\$257.70	01/01/2030	12/31/2030	\$70.07	3.5%	
	\$0.00	\$0.00	\$0.00	11/01/2025	12/31/2025	\$0.00		
	\$0.00	\$0.00	\$0.00	01/01/2026	12/31/2026	\$0.00	3.5%	
	\$0.00	\$0.00	\$0.00	01/01/2027	12/31/2027	\$0.00	3.5%	
	\$0.00	\$0.00	\$0.00	01/01/2028	12/31/2028	\$0.00	3.5%	
	\$0.00	\$0.00	\$0.00	01/01/2029	12/31/2029	\$0.00	3.5%	
	\$0.00	\$0.00	\$0.00	01/01/2030	12/31/2030	\$0.00 ³	3.5%	
	\$0.00	\$0.00	\$0.00	11/01/2025	12/31/2025	\$0.00		
	\$0.00	\$0.00	\$0.00	01/01/2026	12/31/2026	\$0.00	3.5%	
	\$0.00	\$0.00	\$0.00	01/01/2027	12/31/2027	\$0.00	3.5%	
	\$0.00	\$0.00	\$0.00	01/01/2028	12/31/2028	\$0.00	3.5%	
	\$0.00	\$0.00	\$0.00	01/01/2029	12/31/2029	\$0.00	3.5%	
	\$0.00	\$0.00	\$0.00	01/01/2030	12/31/2030	\$0.00	3.5%	

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.

NOTES:

- Denote all employees subject to prevailing wage with an asterisks (*)
- For "Other Direct Cost" listing, see page 7 of this Exhibit

EXHIBIT A - SCOPE OF SERVICES/PAYMENT PROVISIONS

EXHIBIT 10-H2 COST PROPOSAL Page 3 of 4
 SPECIFIC RATE OF COMPENSATION (USE FOR ON-CALL OR AS-NEEDED CONTRACTS)
 (CONSTRUCTION ENGINEERING AND INSPECTION CONTRACTS)

Consultant: ZT Consulting Group, Inc. Prime Consultant Subconsultant 2nd Tier Subconsultant

Project No.: County of Monterey On-Call, RFQ #10914 **Contract No.:** TBD **Participation Amount \$** TBD 0 **Date #** 10/24/25

SCHEDULE OF OTHER DIRECT COST ITEMS (Add additional pages as necessary)				
Description of Item	Quantity	Unit	Unit Cost	Total
Check Sample Testing	TBD	EA Test	\$ 350.00	TBD
Elastomer Seal	TBD	EA Test	\$ 1,200.00	TBD
Splices - Mechanical or Hoops	TBD	EA Test	\$ 180.00	TBD
Bearing Pads	TBD	EA Test	\$ 1,200.00	TBD
Fasteners - Anchor Bolts/Washers/Nuts	TBD	One Assembly	\$ 700.00	TBD
Fasteners - High Strength Bolts/Nuts/Washers	TBD	One Assembly	\$ 700.00	TBD
Strands	TBD	Per Strand	\$ 200.00	TBD
PT Anchorage	TBD	EA Test	\$ 350.00	TBD
Travel per Note 6	TBD	Per Trip	TBD	TBD
Mileage	TBD	Miles	\$ 0.70	TBD
ZT Consulting Group, Inc. ODCs=				TBD

IMPORTANT NOTES:

- List direct cost items with estimated costs. These costs should be competitive in their respective industries and supported with appropriate documentations.
- Proposed items should be consistently billed directly to all clients (Commercial entities, Federal Govt., State Govt., and Local Govt. Agency), and not just when the client will pay for them as a direct cost.
- Items when incurred for the same purpose, in like circumstance, should not be included in any indirect cost pool or in the overhead rate.
- Items such as special tooling, will be reimbursed at actual cost with supporting documentation (invoice).
- Items listed above that would be pre-considered "tools of the trade" are not reimbursable as other direct cost.
- Travel related costs should be pre-approved by the contracting agency per Caltrans Travel Policies.
- 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.
- If a consultant proposes rental costs for a vehicle, the company must demonstrate that this is their standard procedure for all of their contracts and that they do not own any vehicles purpose that could be used for the same purpose.

EXHIBIT A - SCOPE OF SERVICES/PAYMENT PROVISIONS

Local Assistance Procedures Manual

Exhibit 10-H2
Cost Proposal

Exhibit 10-H2 Cost Proposal Page 3 of 3

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:	Farzad Tasbihgoo	Title *:	Presidnet
Signature :		Date of Certification (mm/dd/yyyy):	05/05/2025
Email:	farzad@ztcgrp.com	Phone Number:	818-929-8162
Address:	1041 E Green St., Suite 204, Pasadena, CA 91106		

*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:

Providing Construction Support Services for Source Inspection, including sampling, testing, and releasing materials at source/fabrication such as Prestressing Strands, PT Coupons, Fasteners, High Strength Bolts, Hardware, Welded Hoops, Rebar Couplers, Headed Bars, Bearing Pads, Epoxy Coated bars, elastomer seals, and other structural materials.

Performing Source Inspection for Structural Components of Steel Bridge including NDT (UT/MT/RT) inspection, welding inspection, HSB bolting installation inspection, and coating inspection at fabricator. Expected source/fabricator location to be at Vancouver, WA; Coolidge, AZ; or Linton, UT.

Performing source inspection for bearings, including proof load testing, welding inspection, and coating inspection.

Performing source inspection for other key components such as signage, sign structures, poles, etc.



EXHIBIT A - SCOPE OF SERVICES/PAYMENT PROVISIONS

2025

ZT Consulting Group, Inc.

Material Testing Rate

ZTC Work Instruction	Sample Type	Components	Tests	Rate Cost	Lab Code	Unit
WI-720-001 (Fastener Procedure)	Anchor Bolt Assemblies	Anchor Bolts (ASTM F1554) (≤ 1-1/2")	Ultimate Tensile Strength	\$ 150.00	L001001	Per Bolt
			Coating Thickness (HDG)	\$ 50.00	L001003	Per Bolt
		Anchor Bolts (ASTM A449) (≤ 1-1/2")	Coating Thickness (MG)	\$ 50.00	L001003	Per Bolt
			Ultimate Tensile Strength	\$ 150.00	L001001	Per Bolt
			Hardness	\$ 80.00	L001004	Per Bolt
		Anchor Bolts (Machined 505 Specimen - ASTM F1554 & A449) (>1-1/2")	Coating Thickness (HDG)	\$ 50.00	L001003	Per Bolt
			Coating Thickness (MG)	\$ 50.00	L001003	Per Bolt
			Ultimate Tensile Strength	\$ 250.00	L001002	Per Bolt
			Elongation			
		Yield Strength				
		Reduction Of Area				
		Nuts (Grades O, A, B, C, D, DH, and DH3)	Proof Load	\$ 100.00	L001005	Per Nut
			Hardness	\$ 80.00	L001004	Per Nut
			Coating Thickness (HDG)	\$ 50.00	L001003	Per Nut
			Coating Thickness (MG)	\$ 50.00	L001003	Per Nut
		Nuts (Grade 2H)	Proof Load	\$ 100.00	L001005	Per Nut
			Hardness	\$ 80.00	L001004	Per Nut
			Coating Thickness (HDG)	\$ 50.00	L001003	Per Nut
			Coating Thickness (MG)	\$ 50.00	L001003	Per Nut
		Flat Washers (Hardened)	Hardness	\$ 80.00	L001004	Per Washer
Coating Thickness (HDG)	\$ 50.00		L001003	Per Washer		
Coating Thickness (MG)	\$ 50.00		L001003	Per Washer		
Flat Washers (Non-Hardened)	Coating Thickness (HDG)	\$ 50.00	L001003	Per Washer		
	Coating Thickness (MG)	\$ 50.00	L001003	Per Washer		
DTI Washers	Coating Thickness (HDG)	\$ 50.00	L001003	Per Washer		
	Coating Thickness (MG)	\$ 50.00	L001003	Per Washer		
WI-720-001 (Fastener Procedure)	High Strength Bolt Assemblies	High Strength Bolts (Minimum Tensile of 120 ksi)	Ultimate Tensile Strength *Shall be Wedge tensile tested (10 degree wedge up to 1" bolt / 6 degree wedge greater than 1" bolt) - See ASTM F3125/F606	\$ 150.00	L001010	Per Bolt
			Hardness	\$ 80.00	L001004	Per Bolt
			Coating Thickness (HDG)	\$ 50.00	L001003	Per Bolt
			Coating Thickness (MG)	\$ 50.00	L001003	Per Bolt
		High Strength Bolts (Minimum Tensile of 150 ksi)	Ultimate Tensile Strength	\$ 150.00	L001010	Per Bolt
			Hardness	\$ 80.00	L001004	Per Bolt
			Coating Thickness (HDG)	\$ 50.00	L001003	Per Bolt
		Nuts (Grades O, A, B, C, D, DH, and DH3)	Coating Thickness (MG)	\$ 50.00	L001003	Per Bolt
			Proof Load	\$ 100.00	L001005	Per Nut
			Hardness	\$ 80.00	L001004	Per Nut
		Nuts (Grade 2H)	Coating Thickness (HDG)	\$ 50.00	L001003	Per Nut
			Coating Thickness (MG)	\$ 50.00	L001003	Per Nut
			Proof Load	\$ 100.00	L001005	Per Nut
		Flat Washers (Hardened)	Hardness	\$ 80.00	L001004	Per Washer
			Coating Thickness (HDG)	\$ 50.00	L001003	Per Washer
			Coating Thickness (MG)	\$ 50.00	L001003	Per Washer
		DTI Washers	Coating Thickness (HDG)	\$ 50.00	L001003	Per Washer
			Coating Thickness (MG)	\$ 50.00	L001003	Per Washer



EXHIBIT A - SCOPE OF SERVICES/PAYMENT PROVISIONS

2025

ZT Consulting Group, Inc.

Material Testing Rate

ZTC Work Instruction	Sample Type	Components	Tests	Rate Cost	Lab Code	Unit
WI-720-002 (Prestressing Strand Procedure)	Strands	Strands	Breaking Strength	\$ 200.00	L002001	Per Strand
			Yield Strength			
			Elongation			
WI-720-003 (Spliced Reinforcing Steel Procedure)	Welded Hoops	Ultimate Butt Splice Welded Hoop	Ultimate Tensile Strength	\$ 140.00	L003001	Per Splice
			Visible Necking + Break outside HAZ			
			Strain			
WI-720-003 (Spliced Reinforcing Steel Procedure)	Couplers	Ultimate Butt Splice Couplers	Ultimate Tensile Strength & Strain	\$ 80 (≤#11)	L003002	Per Splice
				\$ 110 (#14)	L003003	
				\$ 165 (#18)	L003004	
		Service Splice Couplers	Slip	\$ 150.00	L003020	Per Splice
			Ultimate Tensile Strength	\$ 80 (≤#11)	L003005	Per Splice
				\$ 110 (#14)	L003006	
				\$ 165 (#18)	L003007	
Slip	\$ 150.00	L003020	Per Splice			
WI-720-003 (Spliced Reinforcing Steel Procedure)	Headed Bars	Headed Bars	Ultimate Tensile Strength Visible Necking + Break outside HAZ Strain	\$ 80 (≤#11)	L003008	Per Headed Bar
				\$ 110 (#14)	L003009	
				\$ 165 (#18)	L003010	
			Bend Test *Only required for welded headed bars (Sizes No. 3 to No. 10)	\$ 80.00	L003021	Per Headed Bar
WI-720-004 (Cast Iron and Steel Check Sample Procedure)	PT Anchorage Coupon	Casting Coupon	Ultimate Tensile Strength	\$ 350.00	L004001	Per Coupon
			Yield Strength			
			Elongation			
WI-720-005 (Epoxy Coating Evaluation Procedure)	Epoxy Coated Bars	Green/Purple Epoxy Reinforcement Bar	Coating Thickness Holiday Test Bend Test	\$ 250.00	L005001	Per Bar
		Dowel Bars / Soil Nail Bars	Coating Thickness Holiday Test	\$ 200.00	L005002	Ber Par
WI-720-006 (Threaded Bar/Rebar Procedure)	Threaded Bar Assemblies (ASTM A722)	Threaded Bars	Ultimate Tensile Strength	\$ 350.00	L006001	Per Bar
			Yield Strength			
			Elongation			
		Couplers	Proof Load	\$ 350.00	L006002	Per Coupler
Nuts	Proof Load	\$ 150.00	L006003	Per Nut		



EXHIBIT A - SCOPE OF SERVICES/PAYMENT PROVISIONS

2025

ZT Consulting Group, Inc.

Material Testing Rate

ZTC Work Instruction	Sample Type	Components	Tests	Rate Cost	Lab Code	Unit
WI-720-006 (Threaded Rebar Procedure)	DYWIDAG Threaded Bar	Threaded Bars	Ultimate Tensile Strength	\$ 350.00	L006001	Per Bar
			Yield Strength			
			Elongation			
		Couplers	Proof Load	\$ 350.00	L006002	Per Coupler
		Nuts	Proof Load	\$ 150.00	L006003	Per Nut
WI-720-007 (Reinforcing Steel Procedure)	Plain & Deformed Reinforcement (ASTM A615 & ASTM A706)	Rebar	Ultimate Tensile Strength	\$ 200.00	L007001	Per Rebar
			Yield Strength			
			Elongation			
WI-720-008 (Compressive Testing of Concrete Cylinders) 3rd Party	Concrete Cylinder	Concrete Cylinders (4 x 8)	Compressive Strength	\$ 50.00	L008001	Per Cylinder
		Concrete Cores	Compressive Strength	\$ 80.00	L008002	Per Core
WI-720-009 (Type B Seal) 3rd Party	Type B Seal	Joint Seals	Durometer Hardness	\$ 1,500.00	L009001	Per Seal
			Tensile Strength			
			Elongation			
			Oil Swell By Mass			
			Low Temperature Recovery			
			High Temperature Recovery			
WI-720-010 (Elastomer Bearing Pads) 3rd Party	Elastomeric Bearing Pads	Bearing Pads	Durometer Hardness	\$ 1,100.00	L10001	Per Bearing
			Tensile Strength			
			Ultimate Elongation			
			Tear Strength (Die C)			
			Peel (Adhesion) Strength			

Laboratory Sample Handling	
Weekdays Sample Pick-Up Trip (within 100 miles of ZTC Laboratory Flat Rate)	\$ 170.00
Saturday & Sunday Sample Pick-Up Trip (within 100 miles of ZTC Laboratory Flat Rate)	\$ 290.00
Sample Testing Turn Around Time	
10 days - excepted spliced rebars 3 days for first lot and an additional day for multiple lots	
Expedited Testing 1 Day Turnaround Time Surcharge	100%
Expedited Testing 5 Days Turnaround Time Surcharge	50%

Testing rates subject to annual escalation of 3.5% effective January 1st of each year

EXHIBIT A - SCOPE OF SERVICES/PAYMENT PROVISIONS

SAMPLE COST PROPOSAL

Sample Only - Required Cost Proposal Template To Be Determined By Agency

SAMPLE COST PROPOSAL 2

SPECIFIC RATE OF COMPENSATION (USE FOR ON-CALL OR AS-NEEDED CONTRACTS)
(CONSTRUCTION ENGINEERING AND INSPECTION CONTRACTS)

Note: Mark-ups are Not Allowed

Consultant Pacific Crest Engineering Inc. Prime Consultant Subconsultant 2nd Tier Subconsultant
 Project No. PR 25-073 Contract No. _____ Contract Amount _____ Date 5/28/2025

For Combined Rate	Fringe Benefit %	+	General & Administration %	=	Combined Indirect Cost Rate (ICR) %
					163.79%
OR					
For Home Office Rate	Fringe Benefit %	+	General & Administration %	=	Home Office ICR %
					0.00%
For Field Office Rate	Fringe Benefit %	+	General & Administration %	=	Field Office ICR %
					0.00%
FEE % =					10.00%

Name/Job Title/Classification ¹	Hourly Billing Rates ³			Effective date of hourly rate		Actual or Avg. hourly rate ⁴	% or \$ increase	Hourly range - for classifications only
	Straight	OT(1.5x)	OT(2x)	From	To			
Matt Maciel, Chris Johnson, & Erik Zinn	\$288.75	\$433.12	\$577.49	11/1/2025	12/31/2025	\$99.51		Not Applicable
	\$297.41	\$446.11	\$594.82	1/1/2026	12/31/2026	\$102.50	3.00%	
	\$306.33	\$459.50	\$612.66	1/1/2027	12/31/2027	\$105.57	3.00%	
	\$315.52	\$473.28	\$631.04	1/1/2028	12/31/2028	\$108.74	3.00%	
	\$324.99	\$487.48	\$649.97	1/1/2029	12/31/2029	\$112.00	3.00%	
Principal Engineer/Geologist	\$334.74	\$502.11	\$669.47	1/1/2030	12/31/2030	\$115.36	3.00%	Not Applicable
	\$233.47	\$350.20	\$466.94	11/1/2025	12/31/2025	\$80.46		
Elizabeth Mitchell	\$240.47	\$360.71	\$480.95	1/1/2026	12/31/2026	\$82.87	3.00%	Not Applicable
	\$247.69	\$371.53	\$495.38	1/1/2027	12/31/2027	\$85.36	3.00%	
	\$255.12	\$382.68	\$510.24	1/1/2028	12/31/2028	\$87.92	3.00%	
	\$262.77	\$394.16	\$525.55	1/1/2029	12/31/2029	\$90.56	3.00%	
	\$270.66	\$405.98	\$541.31	1/1/2030	12/31/2030	\$93.28	3.00%	
Associate Engineer	\$145.96	\$218.93	\$291.91	11/1/2025	12/31/2025	\$50.30		Not Applicable
	\$150.33	\$225.50	\$300.67	1/1/2026	12/31/2026	\$51.81	3.00%	
	\$154.84	\$232.27	\$309.69	1/1/2027	12/31/2027	\$53.36	3.00%	
	\$159.49	\$239.23	\$318.98	1/1/2028	12/31/2028	\$54.96	3.00%	
	\$164.27	\$246.41	\$328.55	1/1/2029	12/31/2029	\$56.61	3.00%	
Senior Engineer/Geologist	\$169.20	\$253.80	\$338.40	1/1/2030	12/31/2030	\$58.31	3.00%	Not Applicable
	\$126.96	\$190.44	\$253.92	11/1/2025	12/31/2025	\$43.75		
J. Ismael Pedraza, Lennin Naranjo, Marcos Rodriguez	\$130.77	\$196.15	\$261.53	1/1/2026	12/31/2026	\$45.07	3.00%	Not Applicable
	\$134.69	\$202.03	\$269.38	1/1/2027	12/31/2027	\$46.42	3.00%	
	\$138.73	\$208.10	\$277.46	1/1/2028	12/31/2028	\$47.81	3.00%	
	\$142.89	\$214.34	\$285.78	1/1/2029	12/31/2029	\$49.24	3.00%	
	\$147.18	\$220.77	\$294.36	1/1/2030	12/31/2030	\$50.72	3.00%	
Staff Engineer/Geologist	\$129.44	\$194.17	\$258.89	11/1/2025	12/31/2025	\$44.61		Not Applicable
	\$133.33	\$199.99	\$266.66	1/1/2026	12/31/2026	\$45.95	3.00%	
	\$137.33	\$205.99	\$274.66	1/1/2027	12/31/2027	\$47.33	3.00%	
	\$141.45	\$212.17	\$282.89	1/1/2028	12/31/2028	\$48.75	3.00%	
	\$145.69	\$218.54	\$291.38	1/1/2029	12/31/2029	\$50.21	3.00%	
Administration	\$150.06	\$225.09	\$300.12	1/1/2030	12/31/2030	\$51.72	3.00%	Not Applicable

(Add pages as necessary)

NOTES:

- 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.
- The cost proposal format shall not be amended.
- 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.
- For named employees and key personnel enter the actual hourly rate. For classifications only, enter the Average Hourly Rate for that classification.

EXHIBIT A - SCOPE OF SERVICES/PAYMENT PROVISIONS

SAMPLE COST PROPOSAL

Sample Only - Required Cost Proposal Template To Be Determined By Agency

SAMPLE COST PROPOSAL 2

SPECIFIC RATE OF COMPENSATION (USE FOR ON-CALL OR AS-NEEDED CONTRACTS)
(CONSTRUCTION ENGINEERING AND INSPECTION CONTRACTS)

Note: Mark-ups are Not Allowed

Consultant Pacific Crest Engineering Inc. Prime Consultant Subconsultant 2nd Tier Subconsultant
 Project Number PR 25-073 Contract No. 0 Participation Amount 0 Date 5/28/2025

For Combined Rate	Fringe Benefit %	+	General & Administration %	=	Combined Indirect Cost Rate (ICR) %
					163.79%
For Home Office Rate	Fringe Benefit %	+	General & Administration %	=	Home Office ICR %
					0.00%
For Field Office Rate	Fringe Benefit %	+	General & Administration %	=	Field Office ICR %
					0.00%
FEE % =					10.00%

BILLING INFORMATION				CALCULATION INFORMATION				
Name/Job Title/Classification ¹	Hourly Billing Rates ³			Effective date of hourly rate		Actual or Avg. hourly rate ⁴	% or \$ increase	Hourly range - for classifications only
	Straight	OT(1.5x)	OT(2x)	From	To			
Carlie Bonita & Brian Apolinario	\$115.35	\$173.02	\$230.70	11/1/2025	12/31/2025	\$39.75	3.00%	
	\$118.81	\$178.21	\$237.62	1/1/2026	12/31/2026	\$40.94	3.00%	
	\$122.37	\$183.56	\$244.74	1/1/2027	12/31/2027	\$42.17	3.00%	
	\$126.04	\$189.07	\$252.09	1/1/2028	12/31/2028	\$43.44	3.00%	
	\$129.82	\$194.74	\$259.65	1/1/2029	12/31/2029	\$44.74	3.00%	
Lab Technician	\$133.72	\$200.58	\$267.44	1/1/2030	12/31/2030	\$46.08	3.00%	
Chris Clary – Field Technician Supervisor	\$131.05	\$196.57	\$262.10	11/1/2025	12/31/2025	\$45.16	3.00%	
	\$134.98	\$202.47	\$269.96	1/1/2026	12/31/2026	\$46.52	3.00%	
	\$139.03	\$208.54	\$278.06	1/1/2027	12/31/2027	\$47.91	3.00%	
	\$143.20	\$214.80	\$286.40	1/1/2028	12/31/2028	\$49.35	3.00%	
	\$147.50	\$221.24	\$294.99	1/1/2029	12/31/2029	\$50.83	3.00%	
Technician - Regular Time	\$151.92	\$227.88	\$303.84	1/1/2030	12/31/2030	\$52.36	3.00%	
Ryan Legions – Field Technician	\$94.81	\$142.22	\$189.63	11/1/2025	12/31/2025	\$32.68	3.00%	
	\$97.66	\$146.49	\$195.32	1/1/2026	12/31/2026	\$33.66	3.00%	
	\$100.59	\$150.88	\$201.18	1/1/2027	12/31/2027	\$34.67	3.00%	
	\$103.61	\$155.41	\$207.21	1/1/2028	12/31/2028	\$35.71	3.00%	
	\$106.71	\$160.07	\$213.43	1/1/2029	12/31/2029	\$36.78	3.00%	
Technician - Regular Time	\$109.92	\$164.87	\$219.83	1/1/2030	12/31/2030	\$37.88	3.00%	
Edward Carrillo – Field Technician	\$120.83	\$181.24	\$241.65	11/1/2025	12/31/2025	\$41.64	3.00%	
	\$124.45	\$186.68	\$248.90	1/1/2026	12/31/2026	\$42.89	3.00%	
	\$128.19	\$192.28	\$256.37	1/1/2027	12/31/2027	\$44.18	3.00%	
	\$132.03	\$198.05	\$264.06	1/1/2028	12/31/2028	\$45.50	3.00%	
	\$135.99	\$203.99	\$271.98	1/1/2029	12/31/2029	\$46.87	3.00%	
Technician - Regular Time	\$140.07	\$210.11	\$280.14	1/1/2030	12/31/2030	\$48.27	3.00%	
Zachary Detter – Field Technician	\$101.86	\$152.80	\$203.73	11/1/2025	12/31/2025	\$35.11	3.00%	
	\$104.92	\$157.38	\$209.84	1/1/2026	12/31/2026	\$36.16	3.00%	
	\$108.07	\$162.10	\$216.14	1/1/2027	12/31/2027	\$37.24	3.00%	
	\$111.31	\$166.96	\$222.62	1/1/2028	12/31/2028	\$38.36	3.00%	
	\$114.65	\$171.97	\$229.30	1/1/2029	12/31/2029	\$39.51	3.00%	
Technician - Regular Time	\$118.09	\$177.13	\$236.18	1/1/2030	12/31/2030	\$40.70	3.00%	

(Add pages as necessary)

NOTES:

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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.

EXHIBIT A - SCOPE OF SERVICES/PAYMENT PROVISIONS

SAMPLE COST PROPOSAL

Sample Only - Required Cost Proposal Template To Be Determined By Agency

SAMPLE COST PROPOSAL 2

SPECIFIC RATE OF COMPENSATION (USE FOR ON-CALL OR AS-NEEDED CONTRACTS)
(CONSTRUCTION ENGINEERING AND INSPECTION CONTRACTS)

Note: Mark-ups are Not Allowed

Consultant Pacific Crest Engineering Inc. Prime Consultant Subconsultant 2nd Tier Subconsultant
 Project Number PR 25-073 Contract No. 0 Participation Amount 0 Date 10/24/2025

For Combined Rate	Fringe Benefit %	+	General & Administration %	=	Combined Indirect Cost Rate (ICR) %
					163.79%
For Home Office Rate	Fringe Benefit %	+	General & Administration %	=	Home Office ICR %
					0.00%
For Field Office Rate	Fringe Benefit %	+	General & Administration %	=	Field Office ICR %
					0.00%
FEE % =					10.00%

BILLING INFORMATION				CALCULATION INFORMATION				
Name/Job Title/Classification ¹	Hourly Billing Rates ³			Effective date of hourly rate		Actual or Avg. hourly rate ⁴	% or \$ increase	Hourly range - for classifications only
	Straight	OT(1.5x)	OT(2x)	From	To			
Brian Apolinario – Field Technician	\$107.53	\$161.29	\$215.06	11/1/2025	12/31/2025	\$37.06	3.00%	
	\$110.75	\$166.13	\$221.51	1/1/2026	12/31/2026	\$38.17	3.00%	
	\$114.08	\$171.12	\$228.15	1/1/2027	12/31/2027	\$39.31	3.00%	
	\$117.50	\$176.25	\$235.00	1/1/2028	12/31/2028	\$40.49	3.00%	
	\$121.02	\$181.54	\$242.05	1/1/2029	12/31/2029	\$41.71	3.00%	
	\$124.66	\$186.98	\$249.31	1/1/2030	12/31/2030	\$42.96	3.00%	
Technician - Regular Time								
Daniel Oliveira – Field Technician	\$92.63	\$138.94	\$185.26	11/1/2025	12/31/2025	\$31.92	3.00%	
	\$95.41	\$143.11	\$190.82	1/1/2026	12/31/2026	\$32.88	3.00%	
	\$98.27	\$147.41	\$196.54	1/1/2027	12/31/2027	\$33.87	3.00%	
	\$101.22	\$151.83	\$202.44	1/1/2028	12/31/2028	\$34.88	3.00%	
	\$104.25	\$156.38	\$208.51	1/1/2029	12/31/2029	\$35.93	3.00%	
	\$107.38	\$161.07	\$214.77	1/1/2030	12/31/2030	\$37.01	3.00%	
Technician - Regular Time								
J. Pedraza – Field Technician	\$117.90	\$176.85	\$235.81	11/1/2025	12/31/2025	\$40.63	3.00%	
	\$121.44	\$182.16	\$242.88	1/1/2026	12/31/2026	\$41.85	3.00%	
	\$125.08	\$187.62	\$250.17	1/1/2027	12/31/2027	\$43.11	3.00%	
	\$128.84	\$193.25	\$257.67	1/1/2028	12/31/2028	\$44.40	3.00%	
	\$132.70	\$199.05	\$265.40	1/1/2029	12/31/2029	\$45.73	3.00%	
	\$136.68	\$205.02	\$273.36	1/1/2030	12/31/2030	\$47.10	3.00%	
Technician - Regular Time								
Justin Hannah – Field Technician	\$98.51	\$147.76	\$197.02	11/1/2025	12/31/2025	\$33.95	3.00%	
	\$101.46	\$152.20	\$202.93	1/1/2026	12/31/2026	\$34.97	3.00%	
	\$104.51	\$156.76	\$209.02	1/1/2027	12/31/2027	\$36.02	3.00%	
	\$107.64	\$161.46	\$215.29	1/1/2028	12/31/2028	\$37.10	3.00%	
	\$110.87	\$166.31	\$221.75	1/1/2029	12/31/2029	\$38.21	3.00%	
	\$114.20	\$171.30	\$228.40	1/1/2030	12/31/2030	\$39.36	3.00%	
Technician - Regular Time								
Josh Silva – Field Technician	\$92.35	\$138.53	\$184.70	11/1/2025	12/31/2025	\$31.83	3.00%	
	\$95.12	\$142.68	\$190.25	1/1/2026	12/31/2026	\$32.78	3.00%	
	\$97.98	\$146.96	\$195.95	1/1/2027	12/31/2027	\$33.77	3.00%	
	\$100.92	\$151.37	\$201.83	1/1/2028	12/31/2028	\$34.78	3.00%	
	\$103.94	\$155.91	\$207.89	1/1/2029	12/31/2029	\$35.82	3.00%	
	\$107.06	\$160.59	\$214.12	1/1/2030	12/31/2030	\$36.90	3.00%	
Technician - Regular Time								

(Add pages as necessary)

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.
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4. For named employees and key personnel enter the actual hourly rate. For classifications only, enter the Average Hourly Rate for that classification.

EXHIBIT A - SCOPE OF SERVICES/PAYMENT PROVISIONS

SAMPLE COST PROPOSAL

Sample Only - Required Cost Proposal Template To Be Determined By Agency

SAMPLE COST PROPOSAL 2

SPECIFIC RATE OF COMPENSATION (USE FOR ON-CALL OR AS-NEEDED CONTRACTS)
(CONSTRUCTION ENGINEERING AND INSPECTION CONTRACTS)

Note: Mark-ups are Not Allowed

Consultant Pacific Crest Engineering Inc. Prime Consultant Subconsultant 2nd Tier Subconsultant
 Project Number PR 25-073 Contract No. 0 Participation Amount 0 Date 10/24/2025

For Combined Rate	Fringe Benefit %	+	General & Administration %	=	Combined Indirect Cost Rate (ICR) %
					163.79%
For Home Office Rate	Fringe Benefit %	+	General & Administration %	=	Home Office ICR %
					0.00%
For Field Office Rate	Fringe Benefit %	+	General & Administration %	=	Field Office ICR %
					0.00%
FEE % =					10.00%

BILLING INFORMATION				CALCULATION INFORMATION				
Name/Job Title/Classification ¹	Hourly Billing Rates ³			Effective date of hourly rate		Actual or Avg. hourly rate ⁴	% or \$ increase	Hourly range - for classifications only
	Straight	OT(1.5x)	OT(2x)	From	To			
Lennin Naranjo – Field Technician	\$95.43	\$143.15	\$190.86	11/1/2025	12/31/2025	\$32.89	3.00%	
	\$98.29	\$147.44	\$196.59	1/1/2026	12/31/2026	\$33.87	3.00%	
	\$101.24	\$151.86	\$202.48	1/1/2027	12/31/2027	\$34.89	3.00%	
	\$104.28	\$156.42	\$208.56	1/1/2028	12/31/2028	\$35.94	3.00%	
	\$107.41	\$161.11	\$214.82	1/1/2029	12/31/2029	\$37.02	3.00%	
Technician - Regular Time	\$110.63	\$165.95	\$221.26	1/1/2030	12/31/2030	\$38.13	3.00%	
Chris Clary – Field Technician Supervisor**	\$237.07	\$355.60	\$474.14	11/1/2025	12/31/2025	\$81.70	3.00%	
	\$244.18	\$366.27	\$488.36	1/1/2026	12/31/2026	\$84.15	3.00%	
	\$251.51	\$377.26	\$503.01	1/1/2027	12/31/2027	\$86.68	3.00%	
	\$259.05	\$388.58	\$518.10	1/1/2028	12/31/2028	\$89.28	3.00%	
Technician - PW Group 3	\$266.82	\$400.23	\$533.64	1/1/2029	12/31/2029	\$91.95	3.00%	
	\$274.83	\$412.24	\$549.65	1/1/2030	12/31/2030	\$94.71	3.00%	
	\$230.63	\$345.95	\$461.27	11/1/2025	12/31/2025	\$79.48	3.00%	
Ryan Legions – Field Technician**	\$237.55	\$356.33	\$475.11	1/1/2026	12/31/2026	\$81.87	3.00%	
	\$244.68	\$367.02	\$489.36	1/1/2027	12/31/2027	\$84.32	3.00%	
	\$252.02	\$378.03	\$504.04	1/1/2028	12/31/2028	\$86.85	3.00%	
	\$259.58	\$389.37	\$519.16	1/1/2029	12/31/2029	\$89.46	3.00%	
Technician - PW Group 3	\$267.37	\$401.05	\$534.74	1/1/2030	12/31/2030	\$92.14	3.00%	
Edward Carrillo - Field Technician**	\$238.70	\$358.05	\$477.40	11/1/2025	12/31/2025	\$82.26	3.00%	
	\$245.86	\$368.79	\$491.72	1/1/2026	12/31/2026	\$84.73	3.00%	
	\$253.24	\$379.85	\$506.47	1/1/2027	12/31/2027	\$87.27	3.00%	
	\$260.83	\$391.25	\$521.67	1/1/2028	12/31/2028	\$89.89	3.00%	
	\$268.66	\$402.99	\$537.32	1/1/2029	12/31/2029	\$92.59	3.00%	
Technician - PW Group 3	\$276.72	\$415.08	\$553.44	1/1/2030	12/31/2030	\$95.36	3.00%	
Zachary Dettler – Field Technician**	\$210.69	\$316.03	\$421.37	11/1/2025	12/31/2025	\$72.61	3.00%	
	\$217.01	\$325.51	\$434.01	1/1/2026	12/31/2026	\$74.79	3.00%	
	\$223.52	\$335.28	\$447.03	1/1/2027	12/31/2027	\$77.03	3.00%	
	\$230.22	\$345.33	\$460.44	1/1/2028	12/31/2028	\$79.34	3.00%	
	\$237.13	\$355.69	\$474.26	1/1/2029	12/31/2029	\$81.72	3.00%	
	\$244.24	\$366.36	\$488.49	1/1/2030	12/31/2030	\$84.17	3.00%	

(Add pages as necessary)

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EXHIBIT A - SCOPE OF SERVICES/PAYMENT PROVISIONS

SAMPLE COST PROPOSAL

Sample Only - Required Cost Proposal Template To Be Determined By Agency

SAMPLE COST PROPOSAL 2

SPECIFIC RATE OF COMPENSATION (USE FOR ON-CALL OR AS-NEEDED CONTRACTS)
(CONSTRUCTION ENGINEERING AND INSPECTION CONTRACTS)

Note: Mark-ups are Not Allowed

Consultant Pacific Crest Engineering Inc. Prime Consultant Subconsultant 2nd Tier Subconsultant
 Project Number PR 25-073 Contract No. 0 Participation Amount 0 Date 10/24/2025

For Combined Rate	Fringe Benefit %	+	General & Administration %	=	Combined Indirect Cost Rate (ICR) %
					163.79%
For Home Office Rate	Fringe Benefit %	+	General & Administration %	=	Home Office ICR %
					0.00%
For Field Office Rate	Fringe Benefit %	+	General & Administration %	=	Field Office ICR %
					0.00%
FEE % =					10.00%

BILLING INFORMATION				CALCULATION INFORMATION				
Name/Job Title/Classification ¹	Hourly Billing Rates ³			Effective date of hourly rate		Actual or Avg. hourly rate ⁴	% or \$ increase	Hourly range - for classifications only
	Straight	OT(1.5x)	OT(2x)	From	To			
Brian Apolinario – Field Technician**	\$225.12	\$337.69	\$450.25	11/1/2025	12/31/2025	\$77.58	3.00%	
	\$231.88	\$347.82	\$463.75	1/1/2026	12/31/2026	\$79.91	3.00%	
	\$238.83	\$358.25	\$477.67	1/1/2027	12/31/2027	\$82.31	3.00%	
	\$246.00	\$369.00	\$492.00	1/1/2028	12/31/2028	\$84.78	3.00%	
	\$253.38	\$380.07	\$506.76	1/1/2029	12/31/2029	\$87.32	3.00%	
Technician - PW Group 3	\$260.98	\$391.47	\$521.96	1/1/2030	12/31/2030	\$89.94	3.00%	
Daniel Oliveira – Field Technician**	\$222.14	\$333.21	\$444.28	11/1/2025	12/31/2025	\$76.55	3.00%	
	\$228.80	\$343.20	\$457.60	1/1/2026	12/31/2026	\$78.85	3.00%	
	\$235.67	\$353.50	\$471.33	1/1/2027	12/31/2027	\$81.22	3.00%	
	\$242.74	\$364.10	\$485.47	1/1/2028	12/31/2028	\$83.65	3.00%	
	\$250.02	\$375.03	\$500.04	1/1/2029	12/31/2029	\$86.16	3.00%	
Technician - PW Group 3	\$257.52	\$386.28	\$515.04	1/1/2030	12/31/2030	\$88.75	3.00%	
J. Pedraza – Field Technician**	\$225.74	\$338.61	\$451.48	11/1/2025	12/31/2025	\$77.80	3.00%	
	\$232.51	\$348.77	\$465.02	1/1/2026	12/31/2026	\$80.13	3.00%	
	\$239.49	\$359.23	\$478.97	1/1/2027	12/31/2027	\$82.53	3.00%	
	\$246.67	\$370.01	\$493.34	1/1/2028	12/31/2028	\$85.01	3.00%	
	\$254.07	\$381.11	\$508.14	1/1/2029	12/31/2029	\$87.56	3.00%	
Technician - PW Group 3	\$261.69	\$392.54	\$523.39	1/1/2030	12/31/2030	\$90.19	3.00%	
Justin Hannah – Field Technician**	\$252.18	\$378.27	\$504.37	11/1/2025	12/31/2025	\$86.91	3.00%	
	\$259.75	\$389.62	\$519.50	1/1/2026	12/31/2026	\$89.52	3.00%	
	\$267.54	\$401.31	\$535.08	1/1/2027	12/31/2027	\$92.20	3.00%	
	\$275.57	\$413.35	\$551.13	1/1/2028	12/31/2028	\$94.97	3.00%	
	\$283.83	\$425.75	\$567.67	1/1/2029	12/31/2029	\$97.82	3.00%	
Technician - PW Group 3	\$292.35	\$438.52	\$584.70	1/1/2030	12/31/2030	\$100.75	3.00%	
Josh Silva – Field Technician**	\$233.62	\$350.43	\$467.24	11/1/2025	12/31/2025	\$80.51	3.00%	
	\$240.63	\$360.94	\$481.26	1/1/2026	12/31/2026	\$82.93	3.00%	
	\$247.85	\$371.77	\$495.69	1/1/2027	12/31/2027	\$85.41	3.00%	
	\$255.28	\$382.92	\$510.57	1/1/2028	12/31/2028	\$87.98	3.00%	
	\$262.94	\$394.41	\$525.88	1/1/2029	12/31/2029	\$90.62	3.00%	
Technician - PW Group 3	\$270.83	\$406.24	\$541.66	1/1/2030	12/31/2030	\$93.34	3.00%	

(Add pages as necessary)

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EXHIBIT A - SCOPE OF SERVICES/PAYMENT PROVISIONS

SAMPLE COST PROPOSAL

Sample Only - Required Cost Proposal Template To Be Determined By Agency

SAMPLE COST PROPOSAL 2

SPECIFIC RATE OF COMPENSATION (USE FOR ON-CALL OR AS-NEEDED CONTRACTS)
(CONSTRUCTION ENGINEERING AND INSPECTION CONTRACTS)

Note: Mark-ups are Not Allowed

Consultant Pacific Crest Engineering Inc. Prime Consultant Subconsultant 2nd Tier Subconsultant
 Project Number PR 25-073 Contract No. 0 Participation Amount 0 Date 10/24/2025

For Combined Rate	Fringe Benefit %	+	General & Administration %	=	Combined Indirect Cost Rate (ICR) %
					163.79%
For Home Office Rate	Fringe Benefit %	+	General & Administration %	=	Home Office ICR %
					0.00%
For Field Office Rate	Fringe Benefit %	+	General & Administration %	=	Field Office ICR %
					0.00%
FEE % =					10.00%

BILLING INFORMATION				CALCULATION INFORMATION				
Name/Job Title/Classification ¹	Hourly Billing Rates ³			Effective date of hourly rate		Actual or Avg. hourly rate ⁴	% or \$ increase	Hourly range - for classifications only
	Straight	OT(1.5x)	OT(2x)	From	To			
Lennin Naranjo – Field Technician	\$233.62	\$350.43	\$467.24	11/1/2025	12/31/2025	\$80.51	3.00%	
	\$240.63	\$360.94	\$481.26	1/1/2026	12/31/2026	\$82.93	3.00%	
	\$247.85	\$371.77	\$495.69	1/1/2027	12/31/2027	\$85.41	3.00%	
	\$255.28	\$382.92	\$510.57	1/1/2028	12/31/2028	\$87.98	3.00%	
	\$262.94	\$394.41	\$525.88	1/1/2029	12/31/2029	\$90.62	3.00%	
Technician - PW Group 3	\$270.83	\$406.24	\$541.66	1/1/2030	12/31/2030	\$93.34	3.00%	
Chris Clary – Field Technician Supervisor**	\$218.69	\$328.03	\$437.38	11/1/2025	12/31/2025	\$75.37	3.00%	
	\$225.25	\$337.88	\$450.50	1/1/2026	12/31/2026	\$77.63	3.00%	
	\$232.01	\$348.01	\$464.02	1/1/2027	12/31/2027	\$79.96	3.00%	
	\$238.97	\$358.45	\$477.94	1/1/2028	12/31/2028	\$82.35	3.00%	
Technician - PW Group 4	\$246.14	\$369.21	\$492.27	1/1/2029	12/31/2029	\$84.83	3.00%	
	\$253.52	\$380.28	\$507.04	1/1/2030	12/31/2030	\$87.37	3.00%	
	Ryan Legions – Field Technician**	\$212.26	\$318.38	\$424.51	11/1/2025	12/31/2025	\$73.15	3.00%
Field Technician**	\$218.62	\$327.94	\$437.25	1/1/2026	12/31/2026	\$75.34	3.00%	
	\$225.18	\$337.77	\$450.36	1/1/2027	12/31/2027	\$77.60	3.00%	
	\$231.94	\$347.91	\$463.88	1/1/2028	12/31/2028	\$79.93	3.00%	
	\$238.90	\$358.34	\$477.79	1/1/2029	12/31/2029	\$82.33	3.00%	
Technician - PW Group 4	\$246.06	\$369.09	\$492.13	1/1/2030	12/31/2030	\$84.80	3.00%	
Edward Carrillo - Field Technician**	\$220.32	\$330.48	\$440.64	11/1/2025	12/31/2025	\$75.93	3.00%	
	\$226.93	\$340.40	\$453.86	1/1/2026	12/31/2026	\$78.21	3.00%	
	\$233.74	\$350.61	\$467.48	1/1/2027	12/31/2027	\$80.55	3.00%	
	\$240.75	\$361.13	\$481.50	1/1/2028	12/31/2028	\$82.97	3.00%	
	\$247.97	\$371.96	\$495.95	1/1/2029	12/31/2029	\$85.46	3.00%	
Technician - PW Group 4	\$255.41	\$383.12	\$510.83	1/1/2030	12/31/2030	\$88.02	3.00%	
Zachary Dettler – Field Technician**	\$192.31	\$288.46	\$384.62	11/1/2025	12/31/2025	\$66.27	3.00%	
	\$198.08	\$297.12	\$396.15	1/1/2026	12/31/2026	\$68.26	3.00%	
	\$204.02	\$306.03	\$408.04	1/1/2027	12/31/2027	\$70.31	3.00%	
	\$210.14	\$315.21	\$420.28	1/1/2028	12/31/2028	\$72.42	3.00%	
	\$216.44	\$324.67	\$432.89	1/1/2029	12/31/2029	\$74.59	3.00%	
	Technician - PW Group 4	\$222.94	\$334.41	\$445.87	1/1/2030	12/31/2030	\$76.83	3.00%

(Add pages as necessary)

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EXHIBIT A - SCOPE OF SERVICES/PAYMENT PROVISIONS

SAMPLE COST PROPOSAL

Sample Only - Required Cost Proposal Template To Be Determined By Agency

SAMPLE COST PROPOSAL 2

SPECIFIC RATE OF COMPENSATION (USE FOR ON-CALL OR AS-NEEDED CONTRACTS)
(CONSTRUCTION ENGINEERING AND INSPECTION CONTRACTS)

Note: Mark-ups are Not Allowed

Consultant Pacific Crest Engineering Inc. Prime Consultant Subconsultant 2nd Tier Subconsultant
 Project Number PR 25-073 Contract No. 0 Participation Amount 0 Date 10/24/2025

For Combined Rate	Fringe Benefit %	+	General & Administration %	=	Combined Indirect Cost Rate (ICR) %
					163.79%
For Home Office Rate	Fringe Benefit %	+	General & Administration %	=	Home Office ICR %
					0.00%
For Field Office Rate	Fringe Benefit %	+	General & Administration %	=	Field Office ICR %
					0.00%
FEE % =					10.00%

BILLING INFORMATION				CALCULATION INFORMATION				
Name/Job Title/Classification ¹	Hourly Billing Rates ³			Effective date of hourly rate		Actual or Avg. hourly rate ⁴	% or \$ increase	Hourly range - for classifications only
	Straight	OT(1.5x)	OT(2x)	From	To			
Brian Apolinario – Field Technician**	\$206.75	\$310.12	\$413.49	11/1/2025	12/31/2025	\$71.25	3.00%	
	\$212.95	\$319.42	\$425.90	1/1/2026	12/31/2026	\$73.39	3.00%	
	\$219.34	\$329.00	\$438.67	1/1/2027	12/31/2027	\$75.59	3.00%	
	\$225.92	\$338.87	\$451.83	1/1/2028	12/31/2028	\$77.86	3.00%	
	\$232.69	\$349.04	\$465.39	1/1/2029	12/31/2029	\$80.19	3.00%	
Technician - PW Group 4	\$239.67	\$359.51	\$479.35	1/1/2030	12/31/2030	\$82.60	3.00%	
Daniel Oliveira – Field Technician**	\$203.76	\$305.64	\$407.52	11/1/2025	12/31/2025	\$70.22	3.00%	
	\$209.87	\$314.81	\$419.74	1/1/2026	12/31/2026	\$72.33	3.00%	
	\$216.17	\$324.25	\$432.34	1/1/2027	12/31/2027	\$74.50	3.00%	
	\$222.65	\$333.98	\$445.31	1/1/2028	12/31/2028	\$76.73	3.00%	
	\$229.33	\$344.00	\$458.67	1/1/2029	12/31/2029	\$79.03	3.00%	
Technician - PW Group 4	\$236.21	\$354.32	\$472.43	1/1/2030	12/31/2030	\$81.41	3.00%	
J. Pedraza – Field Technician**	\$207.36	\$311.04	\$414.72	11/1/2025	12/31/2025	\$71.46	3.00%	
	\$213.58	\$320.37	\$427.16	1/1/2026	12/31/2026	\$73.61	3.00%	
	\$219.99	\$329.98	\$439.98	1/1/2027	12/31/2027	\$75.81	3.00%	
	\$226.59	\$339.88	\$453.18	1/1/2028	12/31/2028	\$78.09	3.00%	
	\$233.39	\$350.08	\$466.77	1/1/2029	12/31/2029	\$80.43	3.00%	
Technician - PW Group 4	\$240.39	\$360.58	\$480.78	1/1/2030	12/31/2030	\$82.84	3.00%	
Justin Hannah – Field Technician**	\$233.80	\$350.71	\$467.61	11/1/2025	12/31/2025	\$80.58	3.00%	
	\$240.82	\$361.23	\$481.64	1/1/2026	12/31/2026	\$82.99	3.00%	
	\$248.04	\$372.07	\$496.09	1/1/2027	12/31/2027	\$85.48	3.00%	
	\$255.48	\$383.23	\$510.97	1/1/2028	12/31/2028	\$88.05	3.00%	
	\$263.15	\$394.72	\$526.30	1/1/2029	12/31/2029	\$90.69	3.00%	
Technician - PW Group 4	\$271.04	\$406.57	\$542.09	1/1/2030	12/31/2030	\$93.41	3.00%	
Josh Silva – Field Technician**	\$215.52	\$323.28	\$431.04	11/1/2025	12/31/2025	\$74.27	3.00%	
	\$221.98	\$332.98	\$443.97	1/1/2026	12/31/2026	\$76.50	3.00%	
	\$228.64	\$342.97	\$457.29	1/1/2027	12/31/2027	\$78.80	3.00%	
	\$235.50	\$353.26	\$471.01	1/1/2028	12/31/2028	\$81.16	3.00%	
	\$242.57	\$363.85	\$485.14	1/1/2029	12/31/2029	\$83.60	3.00%	
Technician - PW Group 4	\$249.85	\$374.77	\$499.69	1/1/2030	12/31/2030	\$86.10	3.00%	

(Add pages as necessary)

NOTES:

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EXHIBIT A - SCOPE OF SERVICES/PAYMENT PROVISIONS

SAMPLE COST PROPOSAL

Sample Only - Required Cost Proposal Template To Be Determined By Agency

SAMPLE COST PROPOSAL 2

SPECIFIC RATE OF COMPENSATION (USE FOR ON-CALL OR AS-NEEDED CONTRACTS)

(CONSTRUCTION ENGINEERING AND INSPECTION CONTRACTS)

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Consultant Pacific Crest Engineering Inc. Prime Consultant Subconsultant 2nd Tier Subconsultant
 Project Number PR 25-073 Contract No. 0 Participation Amount 0 Date 10/24/2025

For Combined Rate	Fringe Benefit %	+	General & Administration %	=	Combined Indirect Cost Rate (ICR) %
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For Home Office Rate	Fringe Benefit %	+	General & Administration %	=	Home Office ICR %
					0.00%
For Field Office Rate	Fringe Benefit %	+	General & Administration %	=	Field Office ICR %
					0.00%
FEE % =					10.00%

BILLING INFORMATION

CALCULATION INFORMATION

Name/Job Title/Classification ¹	Hourly Billing Rates ³			Effective date of hourly rate		Actual or Avg. hourly rate ⁴	% or \$ increase	Hourly range - for classifications only
	Straight	OT(1.5x)	OT(2x)	From	To			
Lennin Naranjo – Field Technician	\$215.24	\$322.86	\$430.48	11/1/2025	12/31/2025	\$74.18	3.00%	
	\$221.70	\$332.55	\$443.40	1/1/2026	12/31/2026	\$76.40	3.00%	
	\$228.35	\$342.53	\$456.70	1/1/2027	12/31/2027	\$78.70	3.00%	
	\$235.20	\$352.80	\$470.40	1/1/2028	12/31/2028	\$81.06	3.00%	
	\$242.26	\$363.39	\$484.51	1/1/2029	12/31/2029	\$83.49	3.00%	
Technician - PW Group 4	\$249.52	\$374.29	\$499.05	1/1/2030	12/31/2030	\$85.99	3.00%	

(Add pages as necessary)

NOTES:

- 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.
- The cost proposal format shall not be amended.
- 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.
- For named employees and key personnel enter the actual hourly rate. For classifications only, enter the Average Hourly Rate for that classification.

EXHIBIT A - SCOPE OF SERVICES/PAYMENT PROVISIONS

SAMPLE COST PROPOSAL

Sample Only - Required Cost Proposal Template To Be Determined By Agency

SAMPLE COST PROPOSAL 2

SPECIFIC RATE OF COMPENSATION (USE FOR ON-CALL OR AS-NEEDED CONTRACTS)
 (CONSTRUCTION ENGINEERING AND INSPECTION CONTRACTS)

Note: Mark-ups are Not Allowed

Consultant Pacific Crest Engineering Inc. Prime Consultant Subconsultant 2nd Tier Subconsultant
 Project Number PR 25-073 Contract No. 0 10/24/2025

SCHEDULE OF OTHER DIRECT COST ITEMS (Add additional pages as necessary)

Description of Items	Quantity	Unit	Unit Cost	Total
Laboratory Test - Atterberg Limits (ASTM D4318)			\$230.00	
Laboratory Test - Gradation of Soil (ASTM D422 / CT 202)			\$150.00	
Laboratory Test - Material Finer Than #200 Sieve (ASTM D1140)			\$115.00	
Laboratory Test - Gradation of Aggregate (ASTM C136 / CT 202 / AASHTO T27)			\$180.00	
Laboratory Test - Moisture Determination (ASTM D-2216 / AASHTO T265 / CT 226)			\$35.00	
Laboratory Test - R-Value of Native Soil (ASTM D-2844 / AASHTO T190 / CT 301)			\$400.00	
Laboratory Test - Sand Equivalent (ASTM D-2419 / CT 217 / AASHTO T176)			\$165.00	
Laboratory Test - Cleanness Value of Coarse Aggregate (CT 227)			\$175.00	
Laboratory Test - Durability Index (CT 229)			\$185.00	
Laboratory Test - Abrasion, L.A. Rattler, 100 and 500 Revolutions, ASTM C131 (Small Aggregate)			\$375.00	
Laboratory Test - Abrasion, L.A. Rattler, 100 and 500 Revolutions, ASTM C535 (Large Aggregate)			\$690.00	
Laboratory Test - Absorption, Coarse Aggregate, CT 206			\$100.00	

Note: Add additional pages if necessary.

- NOTES:
- List direct cost items with estimated costs. These costs should be competitive in their respective industries and supported with appropriate documentation.
 - Proposed ODC items should be consistently billed regardless of client and contract type.
 - Items when incurred for the same purpose, in like circumstance, should not be included in any indirect cost pool or in the overhead rate.
 - Items such as special tooling, will be reimbursed at actual cost with supporting documentation (invoice).
 - Items listed above that would be considered "tools of the trade" are not reimbursable as other direct cost.
 - Travel related costs should be pre-approved by the contracting agency and shall not exceed current State Department of Personnel Administration rules.
 - 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.
 - 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.
 - The cost proposal format shall not be amended. All costs must comply with the Federal cost principles.
 - Add additional pages if necessary
 - Subconsultants must provide their own cost proposals.

Testing rates subject to annual escalation of 3% effective January 1st of each year

EXHIBIT A - SCOPE OF SERVICES/PAYMENT PROVISIONS

SAMPLE COST PROPOSAL

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SAMPLE COST PROPOSAL 2

SPECIFIC RATE OF COMPENSATION (USE FOR ON-CALL OR AS-NEEDED CONTRACTS)
 (CONSTRUCTION ENGINEERING AND INSPECTION CONTRACTS)

Note: Mark-ups are Not Allowed

Consultant Pacific Crest Engineering Inc. Prime Consultant Subconsultant 2nd Tier Subconsultant
 Project Number PR 25-073 Contract No. 0 10/24/2025

SCHEDULE OF OTHER DIRECT COST ITEMS (Add additional pages as necessary)

Description of Items	Quantity	Unit	Unit Cost	Total
Laboratory Test - Absorption, Fine Aggregate, CT 207			\$150.00	
Laboratory Test - Clay Lumps and Friable Particles in Aggregate, AASHTO T112			\$145.00	
Laboratory Test - Soundness, CT 214			\$425.00	
Laboratory Test - Percent Crushed Particles, CT 205			\$145.00	
Laboratory Test - Flat and Elongated Particles, ASTM D-4791			\$145.00	
Laboratory Test - Fine Aggregate Angularity, AASHTO T304, Method A			\$285.00	
Laboratory Test - Unit Weight of Aggregate			\$125.00	
Laboratory Test - CSS/FDR Mix Design (per sample)			\$2,700.00	
Laboratory Test - Compaction Curve for Soil Using Modified Effort, 4" Mold, ASTM D1557/AASHTO			\$300.00	
Laboratory Test - Compaction Curve for Soil Using Modified Effort, 6" Mold, ASTM D1557/AASHTO			\$325.00	
Laboratory Test - Cal-Impact Test - Performed In Lab, CT 216 <input type="checkbox"/>			\$325.00	
Laboratory Test - Cal-Impact Test - Performed In Field, CT 216 <input type="checkbox"/>			\$350.00	

Note: Add additional pages if necessary.

NOTES:

- List direct cost items with estimated costs. These costs should be competitive in their respective industries and supported with appropriate documentation.
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- Items when incurred for the same purpose, in like circumstance, should not be included in any indirect cost pool or in the overhead rate.
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- Subconsultants must provide their own cost proposals.

EXHIBIT A - SCOPE OF SERVICES/PAYMENT PROVISIONS

SAMPLE COST PROPOSAL

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SAMPLE COST PROPOSAL 2

**SPECIFIC RATE OF COMPENSATION (USE FOR ON-CALL OR AS-NEEDED CONTRACTS)
(CONSTRUCTION ENGINEERING AND INSPECTION CONTRACTS)**

Note: Mark-ups are Not Allowed

Consultant Pacific Crest Engineering Inc. Prime Consultant Subconsultant 2nd Tier Subconsultant
 Project Number PR 25-073 Contract No. 0 10/24/2025

SCHEDULE OF OTHER DIRECT COST ITEMS (Add additional pages as necessary)

Description of Items	Quantity	Unit	Unit Cost	Total
Laboratory Test - Compressive Strength of Concrete, ASTM C-39 (per cylinder)			\$75.00	
Laboratory Test - Compressive Strength of Concrete, ASTM C-39, CT 521 (capped, per cylinder)			\$85.00	
Laboratory Test - Compressive Strength of Shotcrete, ASTM C-1140 (per core, sulfur capped)			\$120.00	
Laboratory Test - Compressive Strength of Mortar, ASTM C-109 (per cube)			\$65.00	
Laboratory Test - Compressive Strength of Grout, ASTM C-1019 (per specimen)			\$70.00	
Laboratory Test - Compressive Strength of Slurry/CLSM, ASTM D-4832 (capped, per cylinder)			\$90.00	
Laboratory Test - Compressive Strength Testing of Cellular Concrete, ASTM C-495 (per cylinder)			\$115.00	
Laboratory Test - Compressive Strength of Lightweight Insulating Concrete, ASTM C-495			\$50.00	
Laboratory Test - Compressive Strength Testing/4-inch prism, ASTM C-39			\$75.00	
Laboratory Test - Flexural Strength of Concrete, CT 523			\$175.00	
Laboratory Test - Soundness of Aggregate, ASTM C-88/CT 214			\$195.00	
Laboratory Test - Measuring Thickness of Concrete Elements, ASTM C-174			\$80.00	

Note: Add additional pages if necessary.

NOTES:

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- Items when incurred for the same purpose, in like circumstance, should not be included in any indirect cost pool or in the overhead rate.
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EXHIBIT A - SCOPE OF SERVICES/PAYMENT PROVISIONS

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SPECIFIC RATE OF COMPENSATION (USE FOR ON-CALL OR AS-NEEDED CONTRACTS)
 (CONSTRUCTION ENGINEERING AND INSPECTION CONTRACTS)

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Consultant Pacific Crest Engineering Inc. Prime Consultant Subconsultant 2nd Tier Subconsultant
 Project Number PR 25-073 Contract No. 0 10/24/2025

SCHEDULE OF OTHER DIRECT COST ITEMS (Add additional pages as necessary)

Description of Items	Quantity	Unit	Unit Cost	Total
Laboratory Test - Evaporable Moisture Content, ASTM C-566			\$125.00	
Laboratory Test - Determining Density of Structural Lightweight Concrete, ASTM C-567			\$100.00	
Laboratory Test - Specific Gravity & Absorption of Coarse Aggregate, ASTM C127/AASHTO T84			\$200.00	
Laboratory Test - Specific Gravity & Absorption of Fine Aggregate, ASTM C128/AASHTO T85			\$220.00	
Laboratory Test - Bulk Density of Concrete (Unit Weight), ASTM C-29			\$150.00	
Laboratory Test - Organic Impurities in Fine Aggregate for Concrete, ASTM C-40			\$100.00	
Laboratory Test - Concrete Shrinkage, ASTM C-157, Set of 3			\$400.00	
Laboratory Test - Length Change of Concrete, CT 537 (set of 3)			\$400.00	
Laboratory Test - Concrete Storage Processing and Disposal			\$35.00	
Laboratory Test - Shotcrete Specimen Casting Boxes			\$65.00	
Laboratory Test - Bulk Specific Gravity of Compacted HMA, ASTM D-1188/AASHTO T275			\$85.00	
Laboratory Test - Moisture Content of HMA, AASHTO T329			\$50.00	

Note: Add additional pages if necessary.

NOTES:

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- Items when incurred for the same purpose, in like circumstance, should not be included in any indirect cost pool or in the overhead rate.
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- Add additional pages if necessary
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EXHIBIT A - SCOPE OF SERVICES/PAYMENT PROVISIONS

SAMPLE COST PROPOSAL

Sample Only - Required Cost Proposal Template To Be Determined By Agency

SAMPLE COST PROPOSAL 2

SPECIFIC RATE OF COMPENSATION (USE FOR ON-CALL OR AS-NEEDED CONTRACTS)
 (CONSTRUCTION ENGINEERING AND INSPECTION CONTRACTS)

Note: Mark-ups are Not Allowed

Consultant Pacific Crest Engineering Inc.
 Project Number PR 25-073 Contract No. _____

Prime Consultant Subconsultant 2nd Tier Subconsultant

0 10/24/2025

SCHEDULE OF OTHER DIRECT COST ITEMS (Add additional pages as necessary)

Description of Items	Quantity	Unit	Unit Cost	Total
Laboratory Test - Theoretical Maximum Density, ASTM D-2041/CT 309/T209			\$175.00	
Laboratory Test - Asphalt Binder Content, AASHTO T308			\$285.00	
Laboratory Test - Asphalt Binder Content Correction Value, Per Mix Design, Average of 3			\$825.00	
Laboratory Test - HMA Storage Processing and Disposal (per set, 1 year storage)			\$40.00	
Laboratory Test - Percent Air Voids, T269			\$40.00	

Note: Add additional pages if necessary.

NOTES:

- List direct cost items with estimated costs. These costs should be competitive in their respective industries and supported with appropriate documentation.
- Proposed ODC items should be consistently billed regardless of client and contract type.
- Items when incurred for the same purpose, in like circumstance, should not be included in any indirect cost pool or in the overhead rate.
- Items such as special tooling, will be reimbursed at actual cost with supporting documentation (invoice).
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- The cost proposal format shall not be amended. All costs must comply with the Federal cost principles.
- Add additional pages if necessary
- Subconsultants must provide their own cost proposals.

EXHIBIT A - SCOPE OF SERVICES/PAYMENT PROVISIONS

SAMPLE COST PROPOSAL

Sample Only - Required Cost Proposal Template To Be Determined By Agency

SAMPLE COST PROPOSAL 2

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.

Prime Consultant or Subconsultant Certifying:

Name:	Matt Maciel, PE, GE	Title:*	President/Principal Geotechnical Engineer
Signature:		Certification Date (mm/dd/yyyy):	05/28/2025
Email:	matt@pacengineering.net	Phone:	831-722-9446
Address:	444 Airport Blvd. Suite 106, Watsonville, CA 95076		

*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:

Geotechnical Engineering, Geology, Special Inspections, and Materials Testing

EXHIBIT B – FEDERAL PROVISIONS
CALTRANS LOCAL ASSISTANCE PROCEDURES MANUAL

In compliance with RFQ #10914, the CONTRACTOR (also referred to as “Consultant”) will be required to comply with Federal Provisions if the project uses Federal Highway Administration (FHWA) funds. Federal Provisions, Exhibit B, attached hereto, shall be completed by CONTRACTOR (Consultant) and submitted to COUNTY (also referred to as “Local Agency”) for approval prior to COUNTY (Local Agency) issuing a Notice to Proceed for the project to CONTRACTOR (Consultant).

**EXHIBIT B – FEDERAL PROVISIONS
CALTRANS LOCAL ASSISTANCE PROCEDURES MANUAL**

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CALTRANS LOCAL ASSISTANCE PROCEDURES MANUAL FORMS41

Article I - Introduction

- A. This AGREEMENT is between the following named, hereinafter referred to as, CONTRACTOR and the following named, hereinafter referred to as, COUNTY:

The name of the "CONTRACTOR" is as follows:

Incorporated in the State of California

The Project Manager for the "CONTRACTOR" will be:

The name of the COUNTY is as follows:

County of Monterey
Department of Public Works, Facilities and Parks
1441 Schilling Place, South 2nd Floor
Salinas, CA 93901-4527

The Project Manager for the COUNTY will be:

- B. The work to be performed under this AGREEMENT is described in Article III Statement of Work and the approved CONTRACTOR's Cost Proposal dated (month, date, year). The approved CONTRACTOR's Cost Proposal is attached hereto as (Exhibit _____) and incorporated by reference. If there is any conflict between the approved Cost Proposal and this AGREEMENT, this AGREEMENT shall take precedence.
- C. CONTRACTOR agrees to the fullest extent permitted by law, to indemnify, protect, defend, and hold harmless COUNTY, 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 CONTRACTOR, except such loss or damage which was caused by the sole negligence, or willful misconduct of COUNTY, as determined by a Court of competent jurisdiction. The provisions of this section shall survive termination or suspension of this AGREEMENT.
- D. CONTRACTOR in the performance of this AGREEMENT, shall act in an independent capacity. It is understood and agreed that CONTRACTOR (including CONTRACTOR's employees) is an independent contractor, and that no relationship of employer-employee exists between the parties hereto. CONTRACTOR's assigned personnel shall not be entitled to any benefits payable to employees of COUNTY.

-
- E. COUNTY is not required to make any deductions or withholdings from the compensation payable to CONTRACTOR under the provisions of the AGREEMENT and is not required to issue W-2 Forms for income and employment tax purposes for any of CONTRACTOR's assigned personnel. CONTRACTOR, in the performance of its obligation hereunder, is only subject to the control or direction of the COUNTY as to the designation of tasks to be performed and the results to be accomplished.
 - F. Any third-party person(s) employed by CONTRACTOR shall be entirely and exclusively under the direction, supervision, and control of CONTRACTOR. CONTRACTOR hereby indemnifies and holds COUNTY harmless from any and all claims that may be made against COUNTY 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, CONTRACTOR's obligations under this AGREEMENT are not assignable or transferable, and CONTRACTOR shall not subcontract any work, without the prior written approval of the COUNTY. However, claims for money due or which become due to CONTRACTOR from COUNTY 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 COUNTY.
 - H. CONTRACTOR shall be as fully responsible to the COUNTY for the negligent acts and omissions of its contractors and subconsultants or subcontractors, and of persons either directly or indirectly employed by them, in the same manner as persons directly employed by CONTRACTOR.
 - 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 CONTRACTOR as provided herein, shall be in compensation for all of CONTRACTOR's expenses incurred in the performance hereof, including travel and per diem, unless otherwise expressly so provided.

Article II Contractor's Reports or Meetings

(Choose either Option 1 or Option 2)

(Option 1 – Use Paragraphs A & B below for standard AGREEMENT)

- A. CONTRACTOR shall submit progress reports at least once a month. The report should be sufficiently detailed for the COUNTY's Contract Administrator to determine, if CONTRACTOR 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. CONTRACTOR's Project Manager shall meet with COUNTY's Contract Administrator, as needed, to discuss progress on the AGREEMENT.

(Option 2 – Use Paragraphs A & B below for ON-CALL AGREEMENTS)

- A. CONTRACTOR 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 COUNTY's Contract Administrator or Project Coordinator to determine, if CONTRACTOR 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. CONTRACTOR's Project Manager shall meet with COUNTY's Contract Administrator or Project Coordinator, as needed, to discuss progress on the project(s).

Article III Statement of Work

(Insert Appropriate Statement of Work including a Description of the Deliverables) *in the following sections. If a section does not apply to the AGREEMENT, state "Not Applicable to this AGREEMENT."*

- A. CONTRACTOR Services Not Applicable to this Agreement
 Detail based on the services to be furnished should be provided by CONTRACTOR. Nature and extent should be verified in the negotiations to make precise statements to eliminate subsequent uncertainties and misunderstandings. Reference to the appropriate standards for design or other standards for work performance stipulated in CONTRACTOR AGREEMENT should be included. Describe acceptance criteria, and if the responsible CONTRACTOR/engineer shall sign all Plans, Specifications and Estimate (PS&E) and engineering data furnished under the AGREEMENT including registration number.

 Environmental documents are not considered complete until a Caltrans District Senior Environmental Planner signs the Categorical Exclusion, a Caltrans Deputy District Director signs the Finding of No Significant Impact (FONSI), or the Caltrans District Director signs the Record of Decision (see LAPM Chapter 6: Environmental Procedures, and the Standard Environmental Reference).
- B. Right of Way Not Applicable to this Agreement
 State whether Right of Way requirements to be determined and shown by CONTRACTOR, whether land surveys and computations with metes and bounds descriptions are to be made, and whether Right of Way parcel maps are to be furnished.
- C. Surveys Not Applicable to this Agreement
 State whether or not the CONTRACTOR has the responsibility for performing preliminary or construction surveys.
- D. Subsurface Investigations Not Applicable to this Agreement
 State specifically whether or not CONTRACTOR has the responsibility for making subsurface investigations. If borings or other specialized services are to be made by others under the supervision of CONTRACTOR, appropriate provisions are to be incorporated. Archaeological testing and data recovery guidance can be found in the Standard Environmental Reference.
- E. COUNTY (LOCAL AGENCY) Obligations Not Applicable to this Agreement
 All data applicable to the project and in possession of COUNTY (local agency), another agency, or government agency that are to be made available to CONTRACTOR are referred to in the AGREEMENT. Any other assistance or services to be furnished to CONTRACTOR are to be stated clearly.
- F. Conferences, Site Visits, Inspection of Work Not Applicable to this Agreement
 This AGREEMENT provides for conferences as needed, visits to the site, and inspection of the

work by representatives of the COUNTY, State, and/or FHWA. Costs incurred by CONTRACTOR for meetings, subsequent to the initial meeting shall be included in the fee.

- G. Checking Shop Drawings Not Applicable to this Agreement
For AGREEMENTS requiring the preparation of construction drawings and make provision for checking shop drawings. Payment for checking shop drawings by CONTRACTOR is included in the AGREEMENT fee, or provision may be made for separate payment.
- H. CONTRACTOR Services During Construction Not Applicable to this Agreement
The extent, if any of CONTRACTOR'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 Not Applicable to this Agreement
AGREEMENTS where appropriate, shall provide that CONTRACTOR document the results of the work to the satisfaction of COUNTY, 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 Not Applicable to this Agreement
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 time must be set for beginning and ending the work under the AGREEMENT. The time allowed for performing the work is specified; it should be reasonable for the kind and amount of services contemplated; and it is written into the AGREEMENT. If it is desirable that Critical Path Method (CPM) networks, or other types of schedules be prepared by CONTRACTOR, they should be identified and incorporated into the AGREEMENT.

- A. This AGREEMENT shall go into effect on (month, date, year), contingent upon approval by COUNTY, and CONTRACTOR shall commence work after notification to proceed by COUNTY Contract Administrator. The AGREEMENT shall end on (month, date, year), unless extended by AGREEMENT amendment.
- B. CONTRACTOR is advised that any recommendation for AGREEMENT award is not binding on COUNTY until the AGREEMENT is fully executed and approved by COUNTY.

Use paragraph C below in addition to paragraphs A & B above for on-call AGREEMENTS. On-call AGREEMENTS shall be five (5) years maximum.

- 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 AGREEMENT 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

(Choose either Option 1, 2, 3, or 4)

(Option 1 - Use paragraphs A through K below for Cost-Plus-Fixed Fee AGREEMENTS. Use Exhibit10-H1: Cost Proposal Format)

- A. The method of payment for this AGREEMENT will be based on actual cost plus a fixed fee. COUNTY will reimburse CONTRACTOR for actual costs (including labor costs, employee benefits, travel, equipment rental costs, overhead and other direct costs) incurred by CONTRACTOR in performance of the work. CONTRACTOR will not be reimbursed for actual costs that exceed the estimated wage rates, employee benefits, travel, equipment rental, overhead, and other estimated costs set forth in the approved CONTRACTOR's Cost Proposal, unless additional reimbursement is provided for by AGREEMENT amendment. In no event, will CONTRACTOR be reimbursed for overhead costs at a rate that exceeds COUNTY's approved overhead rate set forth in the Cost Proposal. In the event, that COUNTY determines that a change to the work from that specified in the Cost Proposal and AGREEMENT is required, the AGREEMENT time or actual costs reimbursable by COUNTY shall be adjusted by AGREEMENT amendment to accommodate the changed work. The maximum total cost as specified in Paragraph "I" of this Article shall not be exceeded, unless authorized by AGREEMENT amendment.
- B. The indirect cost rate established for this AGREEMENT is extended through the duration of this specific AGREEMENT. CONTRACTOR's agreement to the extension of the one (1)-year applicable period shall not be a condition or qualification to be considered for the work or AGREEMENT award.
- C. In addition to the allowable incurred costs, COUNTY will pay CONTRACTOR a fixed fee of \$_____. The fixed fee is nonadjustable for the term of the AGREEMENT, except in the event of a significant change in the scope of work and such adjustment is made by AGREEMENT amendment.
- D. Reimbursement for transportation and subsistence costs shall not exceed the rates specified in the approved Cost Proposal.
- E. When milestone cost estimates are included in the approved Cost Proposal, CONTRACTOR shall obtain prior written approval for a revised milestone cost estimate from the Contract Administrator before exceeding such cost estimate.
- F. Progress payments will be made monthly in arrears based on services provided and allowable incurred costs. A pro rata portion of CONTRACTOR's fixed fee will be included in the monthly progress payments. If CONTRACTOR fails to submit the required deliverable items according to the schedule set forth in Article III Statement of Work, COUNTY shall have the right to delay payment or terminate this AGREEMENT.
- G. No payment will be made prior to approval of any work, nor for any work performed prior to approval of this AGREEMENT.
- H. CONTRACTOR will be reimbursed, promptly according to California Regulations upon receipt by COUNTY's Contract Administrator of itemized invoices in duplicate. Invoices shall be submitted no later than thirty (30) calendar days after the performance of work for which CONTRACTOR is billing. Invoices shall detail the work performed on each milestone and each project as applicable.

Invoices shall follow the format stipulated for the approved Cost Proposal and shall reference this AGREEMENT number and project title. Final invoice must contain the final cost and all credits due COUNTY including any equipment purchased under the provisions of Article XI Equipment Purchase. The final invoice should be submitted within sixty (60) calendar days after completion of CONTRACTOR's work. Invoices shall be mailed to COUNTY's Contract Administrator at the following address:

County of Monterey
 Department of Public Works, Facilities and Parks
 1441 Schilling Place, South 2nd Floor
 Salinas, CA 93901-4527
 Attn: Finance Division

- I. The total amount payable by COUNTY including the fixed fee shall not exceed \$_____.
- J. For personnel subject to prevailing wage rates as described in the California Labor Code, all salary increases, which are the direct result of changes in the prevailing wage rates are reimbursable.

(Option 2 - For Cost per Unit of Work AGREEMENTS, replace paragraphs A & B of Option 1 with the following paragraphs A, B, and C and re-letter the remaining paragraphs. Adjust as necessary for workspecific to your project. Use Exhibit 10-H3: Cost Proposal Format).

- A. The method of payment for the following items shall be at the rate specified for each item, as described in this Article. The specified rate shall include full compensation to CONTRACTOR for the item as described, including but not limited to, any repairs, maintenance, or insurance, and no further compensation will be allowed, therefore.
- B. The specified rate to be paid for vehicle expense for CONTRACTOR's field personnel shall be \$_____ per approved Cost Proposal. This rate shall be for a fully equipped vehicle(s) specified in Article III Statement of Work, as applicable the specified rate to be paid for equipment shall be, as listed in the approved Cost Proposal.
- C. The method of payment for this AGREEMENT, except those items to be paid for on a specified rate basis, will be based on cost per unit of work. COUNTY will reimburse CONTRACTOR for actual costs (including labor costs, employee benefits, travel, equipment-rental costs, overhead and other direct costs) incurred by CONTRACTOR in performance of the work. CONTRACTOR will not be reimbursed for actual costs that exceed the estimated wage rates, employee benefits, travel, equipment rental, overhead and other estimated costs set forth in the approved Cost Proposal, unless additional reimbursement is provided for, by AGREEMENT amendment. In no event, will CONTRACTOR be reimbursed for overhead costs at a rate that exceeds COUNTY approved overhead rate set forth in the approved Cost Proposal. In the event, COUNTY determines that changed work from that specified in the approved Cost Proposal and AGREEMENT is required; the actual costs reimbursable by COUNTY may be adjusted by AGREEMENT amendment to accommodate the changed work. The maximum total cost as specified in Paragraph "I," of this article shall not be exceeded unless authorized by AGREEMENT amendment.

(Option 3 - Use paragraphs A through P for Specific Rates of Compensation Agreements [such as on-call Agreements]. This payment method shall only be used when it is not possible at the time of

procurement to estimate the extent or duration of the work or to estimate costs with any reasonable degree of accuracy. The specific rates of compensation payment method should be limited to AGREEMENTS or components of AGREEMENTS for specialized or support type services where the CONTRACTOR is not in direct control of the number of hours worked, such as construction engineering and inspection. Use Exhibit 10-H2: Cost Proposal Format).

- A. CONTRACTOR will be reimbursed for hours worked at the hourly rates specified in CONTRACTOR'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. CONTRACTOR will be reimbursed within thirty (30) calendar days upon receipt by COUNTY's Contract Administrator of itemized invoices in duplicate.
- B. In addition, CONTRACTOR 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 CONTRACTOR through issuance of Task Orders
- D. After a project to be performed under this AGREEMENT is identified by COUNTY, COUNTY 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 COUNTY Project Coordinator. The draft Task Order will be delivered to CONTRACTOR for review. CONTRACTOR 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 COUNTY and CONTRACTOR.
- 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 CONTRACTOR's approved Cost Proposal.

CONTRACTOR 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. CONTRACTOR is responsible for paying the appropriate rate, including escalations that take place during the term of the AGREEMENT.

- F. (COUNTY to include either (a) or (b) below; delete the other one (1))
 - (a) Reimbursement for transportation and subsistence costs shall not exceed State rates.
 - (b) Reimbursement for transportation and subsistence costs shall not exceed the rates as specified in the approved Cost Proposal. CONTRACTOR will be responsible for transportation and subsistence costs in excess of State rates.
- G. When milestone cost estimates are included in the approved Cost Proposal, CONTRACTOR 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. CONTRACTOR shall not commence performance of work or services until this AGREEMENT has been approved by COUNTY, and notification to proceed has been issued by COUNTY'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 COUNTY and signed by an authorized representative of COUNTY. No expenditures are authorized on a project and work shall not commence until a Task Order for that project has been executed by COUNTY.
- K. CONTRACTOR will be reimbursed, within thirty (30) days upon receipt by COUNTY'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 CONTRACTOR 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 to COUNTY that include any equipment purchased under the provisions of Article XI Equipment Purchase, must be reimbursed by CONTRACTOR prior to the expiration or termination of this AGREEMENT. Invoices shall be mailed to COUNTY's Contract Administrator at the following address:

County of Monterey
 Department of Public Works, Facilities and Parks
 1441 Schilling Place, South 2nd Floor
 Salinas, CA 93901-4527
 Attn: Finance Division

- 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 COUNTY for an individual Task Order shall not exceed the amount agreed to in the Task Order, unless authorized by amendment.
- N. If CONTRACTOR 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 terms) of this AGREEMENT nor to exceed the scope of work under this AGREEMENT.
- P. The total amount payable by COUNTY for all Task Orders resulting from this AGREEMENT shall not exceed \$ 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.

(Option 4 - Use paragraphs A through E below for lump sum AGREEMENTS. Use Exhibit 10-H1: Cost Proposal Format).

- A. The method of payment for this AGREEMENT will be based on lump sum. The total lump sum price paid to CONTRACTOR will include compensation for all work and deliverables, including travel and equipment described in Article III Statement of Work. No additional compensation will

be paid to CONTRACTOR, unless there is a change in the scope of the work or the scope of the project. In the instance of a change in the scope of work or scope of the project, adjustment to the total lump sum compensation will be negotiated between CONTRACTOR and COUNTY. Adjustment in the total lump sum compensation will not be effective until authorized by contract amendment and approved by COUNTY.

- B. Progress payments may be made monthly in arrears based on the percentage of work completed by CONTRACTOR. If CONTRACTOR fails to submit the required deliverable items according to the schedule set forth in Article III Statement of Work, COUNTY shall have the right to delay payment or terminate this AGREEMENT in accordance with the provisions of Article VI Termination.
- C. CONTRACTOR shall not commence performance of work or services until this AGREEMENT has been approved by COUNTY and notification to proceed has been issued by COUNTY'S Contract Administrator. No payment will be made prior to approval of any work, or for any work performed prior to approval of this AGREEMENT.
- D. CONTRACTOR will be reimbursed within thirty (30) days upon receipt by County's Contract Administrator of itemized invoices in duplicate. Invoices shall be submitted no later than thirty (30) calendar days after the performance of work for which CONTRACTOR is billing. 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 and project title. Final invoice must contain the final cost and all credits due COUNTY that include any equipment purchased under the provisions of Article XI Equipment Purchase. The final invoice must be submitted within sixty (60) calendar days after completion of CONTRACTOR's work unless a later date is approved by County. Invoices shall be mailed to COUNTY's Contract Administrator at the following address:

County of Monterey
 Department of Public Works, Facilities and Parks
 1441 Schilling Place, South 2nd Floor
 Salinas, CA 93901-4527
 Attn: Finance Division

- E. The total amount payable by COUNTY shall not exceed \$ _____.

Article VI Termination

- A. This AGREEMENT may be terminated by COUNTY, provided that COUNTY gives not less than thirty (30) calendar days' written notice (delivered by certified mail, return receipt requested) of intent to terminate. Upon termination, COUNTY 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.
- B. COUNTY may temporarily suspend this AGREEMENT, at no additional cost to COUNTY, provided that CONTRACTOR is given written notice (delivered by certified mail, return receipt requested) of temporary suspension. If COUNTY gives such notice of temporary suspension, CONTRACTOR 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, CONTRACTOR shall not be relieved of liability to COUNTY for damages sustained by COUNTY by virtue of any breach of this AGREEMENT by CONTRACTOR, and COUNTY may withhold any payments due to CONTRACTOR until such time

as exact amount of damages, if any, due COUNTY from CONTRACTOR is determined.

- D. In the event of termination, CONTRACTOR shall be compensated as provided for in this AGREEMENT. Upon termination, COUNTY 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. CONTRACTOR agrees that 48 CFR Part 31, Contract Cost Principles and Procedures shall be used to determine the allowability of individual terms of cost.
- B. CONTRACTOR also agrees to comply with Federal procedures in accordance with 2 CFR, Part 200, Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards.
- C. Any costs for which payment has been made to CONTRACTOR that are determined by subsequent audit to be unallowable under 48 CFR Part 31 or 2 CFR Part 200 are subject to repayment by CONTRACTOR to COUNTY.
- D. When a CONTRACTOR or subcontractor is a Non-Profit Organization or an Institution of Higher Education, the Cost Principles for Title 2 CFR Part 200, Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards shall apply.

Article VIII Retention of Records/Audit

For the purpose of determining compliance with Government Code §8546.7, the CONTRACTOR, subcontractors, and COUNTY 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 CONTRACTOR'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. COUNTY, 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 CONTRACTOR, subcontractor and the CONTRACTOR'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 COUNTY'S Chief Financial Officer.
- B. Not later than thirty (30) calendar days after issuance of the final audit report, CONTRACTOR may request a review by COUNTY'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 COUNTY will excuse CONTRACTOR from full and timely performance, in accordance with the terms of this AGREEMENT.
- D. CONTRACTOR and subcontractor 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, Part 31 and other related laws and regulations. In the instances of a CPA ICR audit work paper review, it is CONTRACTOR's responsibility to ensure federal, state, COUNTY 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 CONTRACTOR and approved by COUNTY Contract Administrator to conform to the audit or review recommendations. CONTRACTOR agrees that individual terms of costs identified in the audit report shall be incorporated into the AGREEMENT by this reference if directed by COUNTY at its sole discretion. Refusal by CONTRACTOR to incorporate audit or review recommendations, or to ensure that the federal, COUNTY 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. CONTRACTOR'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 CONTRACTOR and approved by the COUNTY 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 CONTRACTOR 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 CONTRACTOR's independent CPA, IOAI will work with the CPA and/or CONTRACTOR 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, COUNTY will reimburse the CONTRACTOR at an accepted ICR until a FAR (Federal Acquisition Regulation) compliant ICR {e.g. 48 CFR, Part 31; GAGAS (Generally Accepted Government 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 CONTRACTOR 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 CONTRACTOR's and/or the independent CPA's revisions.

3. If the CONTRACTOR 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. CONTRACTOR may submit to COUNTY 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 COUNTY; and (3) IOAI has issued its final ICR review letter. The CONTRACTOR MUST SUBMIT ITS FINAL INVOICE TO COUNTY 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 COUNTY and the CONTRACTOR, either as a prime or subcontractor, with the same fiscal period ICR.

Article X Subcontracting

- A. Nothing contained in this AGREEMENT or otherwise, shall create any contractual relation between the COUNTY and any subcontractor(s), and no sub agreement shall relieve the CONTRACTOR of its responsibilities and obligations hereunder. The CONTRACTOR agrees to be as fully responsible to the COUNTY for the acts and omissions of its subcontractor(s) 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 CONTRACTOR. The CONTRACTOR's obligation to pay its subcontractor(s) is an independent obligation from the COUNTY's obligation to make payments to the CONTRACTOR.
- B. CONTRACTOR 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 COUNTY's Contract Administrator, except that, which is expressly identified in the CONTRACTOR's approved Cost Proposal.
- C. Any sub agreement entered into as a result of this AGREEMENT shall contain all the provisions stipulated in this entire AGREEMENT to be applicable to subcontractors unless otherwise noted.
- D. CONTRACTOR shall pay its subcontractors within fifteen (15) calendar days from receipt of each ~~payment~~ made to the CONTRACTOR by the COUNTY.
- E. Any substitution of subcontractor(s) must be approved in writing by COUNTY's Contract Administrator in advance of assigning work to a substitute subcontractor(s).
- F. Prompt Progress Payment
CONTRACTOR or subcontractor shall pay to any subcontractor, not later than fifteen (15) days after receipt of each progress payment, unless otherwise agreed to in writing, the respective amounts allowed CONTRACTOR on account of the work performed by the subcontractors, to the extent of each subcontractor'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 CONTRACTOR or subcontractor to a subcontractor, CONTRACTOR or subcontractor may withhold no more than one hundred fifty percent (150%) 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 subcontractor, of two percent (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 subcontractors.

G. Prompt Payment of Withheld Funds to subcontractors

The COUNTY may hold retainage from CONTRACTOR and shall make prompt and regular incremental acceptances of portions, as determined by the COUNTY, of the contract work, and pay retainage to CONTRACTOR based on these acceptances. The COUNTY shall designate one of the methods below in the contract to ensure prompt and full payment of any retainage kept by CONTRACTOR or subcontractor to a subcontractor. (Choose either Method 1, Method 2, or Method 3 below and delete the other two (2).)

Method 1: No retainage will be held by the COUNTY from progress payments due to CONTRACTOR. CONTRACTORS and subcontractors are prohibited from holding retainage from subcontractors. Any delay or postponement of payment may take place only for good cause and with the COUNTY's prior written approval. Any violation of these provisions shall subject the violating CONTRACTOR or subcontractor to the penalties, sanctions, and other 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 CONTRACTOR or subcontractor in the event of a dispute involving late payment or nonpayment by CONTRACTOR, deficient subcontractor performance and/or noncompliance by a subcontractor. This clause applies to both DBE and non-DBE subcontractors.

Method 2: No retainage will be held by the COUNTY from progress payments due to CONTRACTOR. Any retainage kept by CONTRACTOR or by a subcontractor must be paid in full to the earning subcontractor within fifteen (15) days after the subcontractor's work is satisfactorily completed. Any delay or postponement of payment may take place only for good cause and with the COUNTY's prior written approval. Any violation of these provisions shall subject the violating CONTRACTOR or subcontractor 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 CONTRACTOR or subcontractor in the event of a dispute involving late payment or nonpayment by CONTRACTOR, deficient subcontractor performance and/or noncompliance by a subcontractor. This clause applies to both DBE and non-DBE subcontractors.

Method 3: The COUNTY shall hold retainage from CONTRACTOR and shall make prompt and regular incremental acceptances of portions, as determined by the COUNTY of the contract work and pay retainage to CONTRACTOR based on these acceptances. CONTRACTOR or subcontractor shall return all monies withheld in retention from all subcontractors within fifteen (15) days after receiving payment for work satisfactorily completed and accepted including incremental acceptances of portions of the contract work by the COUNTY. Any delay or postponement of payment may take place only for good cause and with the COUNTY's prior written approval. Any violation of these provisions shall subject the violating CONTRACTOR or subcontractor to the penalties, sanctions, and other 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 CONTRACTOR or subcontractor in the event of a dispute involving late payment or nonpayment by CONTRACTOR; deficient subcontractor performance

and/or noncompliance by a subcontractor. This clause applies to both DBE and non-DBE subcontractors.

Any violation of these provisions shall subject the violating CONTRACTOR or subcontractor 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 CONTRACTOR or subcontractor in the event of a dispute involving late payment or nonpayment by CONTRACTOR, deficient subcontract performance, or noncompliance by a subcontractor.

Article XI Equipment Purchase and Other Capital Expenditures

- A. Prior authorization in writing, by COUNTY's Contract Administrator shall be required before CONTRACTOR enters into any unbudgeted purchase order, or subcontract exceeding five thousand dollars (\$5,000) for supplies, equipment, or CONTRACTOR services. CONTRACTOR 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 CONTRACTOR's approved Cost Proposal and exceeding five thousand dollars (\$5,000) with prior authorization by COUNTY'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. CONTRACTOR 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, COUNTY shall receive a proper refund or credit at the conclusion of the AGREEMENT, or if the AGREEMENT is terminated, CONTRACTOR may either keep the equipment and credit COUNTY 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 COUNTY procedures; and credit COUNTY in an amount equal to the sales price. If CONTRACTOR elects to keep the equipment, fair market value shall be determined at CONTRACTOR's expense, on the basis of a competent independent appraisal of such equipment. Appraisals shall be obtained from an appraiser mutually agreeable to by COUNTY and CONTRACTOR, if it is determined to sell the equipment, the terms and conditions of such sale must be approved in advance by COUNTY.
 2. Regulation 2 CFR Part 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 CONTRACTOR or subcontractor 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 CONTRACTOR 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 COUNTY construction sites, at COUNTY facilities and at off-site locations that are set up by the construction contractor or one of its subcontractors solely and specifically to serve COUNTY 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 CONTRACTOR and subcontractor 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 CONTRACTOR or subcontractor 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 CONTRACTOR under penalty of perjury. The payroll records and all supporting documents shall be made available for inspection and copying by COUNTY representatives at all reasonable hours at the principal office of the CONTRACTOR. The CONTRACTOR 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 COUNTY, the Division of Labor Standards Enforcement and the Division of Apprenticeship Standards of the Department of Industrial Relations. Certified payrolls submitted to COUNTY, the Division of Labor Standards Enforcement and the Division of Apprenticeship Standards shall not be altered or obliterated by the CONTRACTOR.
 - c. The public shall not be given access to certified payroll records by the CONTRACTOR. The CONTRACTOR is required to forward any requests for certified payrolls to the COUNTY Contract Administrator by both email and regular mail on

the business day following receipt of the request.

3. Each CONTRACTOR 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 COUNTY 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 CONTRACTOR or subcontractor performing the work shall not be marked or obliterated.
 5. The CONTRACTOR shall inform COUNTY 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 CONTRACTOR or subcontractor 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 CONTRACTOR or subcontractor fails to comply within the ten (10) day period, he or she shall, as a penalty to COUNTY, 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 COUNTY from payments then due. CONTRACTOR is not subject to a penalty assessment pursuant to this section due to the failure of a subcontractor to comply with this section.
- E. When prevailing wage rates apply, the CONTRACTOR is responsible for verifying compliance with certified payroll requirements. Invoice payment will not be made until the invoice is approved by the COUNTY Contract Administrator.

F. Penalty

1. The CONTRACTOR and any of its subcontractor shall comply with Labor Code §1774 and §1775. Pursuant to Labor Code §1775, the CONTRACTOR and any Subcontractor shall forfeit to the COUNTY 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 contract by the CONTRACTOR or by its subcontractor 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 CONTRACTOR or subcontractor in failing to pay the correct rate of prevailing wages, or the previous record of the CONTRACTOR or subcontractor in meeting their respective prevailing wage obligations, or the willful failure by the CONTRACTOR or subcontractor 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 CONTRACTOR or subcontractor had knowledge of the obligations under the Labor Code. The CONTRACTOR 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 CONTRACTOR or subcontractor.
4. If a worker employed by a subcontractor on a public works project is not paid the general prevailing per diem wages by the subcontractor, the prime CONTRACTOR of the project is not liable for the penalties described above unless the prime CONTRACTOR had knowledge of that failure of the subcontractor to pay the specified prevailing rate of wages to those workers or unless the prime CONTRACTOR fails to comply with all of the following requirements:
 - a. The AGREEMENT executed between the CONTRACTOR and the subcontractor 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 CONTRACTOR shall monitor the payment of the specified general prevailing rate of per diem wages by the subcontractor to the employees by periodic review of the certified payroll records of the subcontractor.
 - c. Upon becoming aware of the subcontractor's failure to pay the specified prevailing rate of wages to the subcontractor's workers, the CONTRACTOR shall diligently take corrective action to halt or rectify the failure, including but not limited to, retaining sufficient funds due the subcontractor for work performed on the public works project.
 - d. Prior to making final payment to the subcontractor for work performed on the public works project, the CONTRACTOR shall obtain an affidavit signed under penalty of perjury from the Subcontractor that the subcontractor had paid the specified general prevailing rate of per diem wages to the subcontractor's employees on the public works project and any amounts due pursuant to Labor Code §1813.
5. Pursuant to Labor Code §1775, COUNTY shall notify the CONTRACTOR on a public works project within fifteen (15) calendar days of receipt of a complaint that a subcontractor has failed to pay workers the general prevailing rate of per diem wages.
6. If COUNTY determines that employees of a subcontractor were not paid the general prevailing rate of per diem wages and if COUNTY 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 CONTRACTOR shall withhold an amount of moneys due the subcontractor sufficient to pay those employees the general prevailing rate of per diem wages if requested by COUNTY.

G. Hours of Labor

Eight (8) hours labor constitutes a legal day's work. The CONTRACTOR shall forfeit, as a penalty to the COUNTY, twenty-five dollars (\$25) for each worker employed in the execution of the AGREEMENT by the CONTRACTOR or any of its subcontractors 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 subcontract exceeds thirty thousand dollars (\$30,000), the CONTRACTOR and any subcontractors 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. CONTRACTORS and subcontractors 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, CONTRACTOR and subcontractors 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 CONTRACTOR is responsible for all subcontractors' 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 CONTRACTOR shall disclose any financial, business, or other relationship with COUNTY that may have an impact upon the outcome of this AGREEMENT, or any ensuing COUNTY construction project. The CONTRACTOR shall also list current clients who may have a financial interest in the outcome of this AGREEMENT, or any ensuing COUNTY construction project, which will follow.
- B. CONTRACTOR certifies that it has disclosed to COUNTY any actual, apparent, or potential conflicts of interest that may exist relative to the services to be provided pursuant to this AGREEMENT. CONTRACTOR agrees to advise COUNTY of any actual, apparent or potential conflicts of interest that may develop subsequent to the date of execution of this AGREEMENT.

CONTRACTOR further agrees to complete any statements of economic interest if required by either COUNTY ordinance or State law.

- C. The CONTRACTOR 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. CONTRACTOR hereby certifies that the CONTRACTOR or subcontractor, and any firm affiliated with CONTRACTOR or subcontractor that bids on any construction contract, or on any AGREEMENT to provide construction inspection for any construction project resulting from this AGREEMENT. An affiliated firm is one, which is subject to the control of the same persons through joint ownership, 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 CONTRACTOR warrants that this AGREEMENT was not obtained or secured through rebates

kickbacks or other unlawful consideration, either promised or paid to any COUNTY employee. For breach or violation of this warranty, COUNTY 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 County, State, or Federal Funds for Lobbying

(Include this article in all AGREEMENTS where federal funding will exceed \$150,000. If less than \$150,000 in federal funds will be expended on the AGREEMENT; delete this article and re-number subsequent articles.)

A. CONTRACTOR certifies to the best of his or her knowledge and belief that:

1. No State, Federal, or County appropriated funds have been paid or will be paid, by-or-on behalf of CONTRACTOR, 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 CONTRACTOR 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 CONTRACTOR also agrees by signing this document that he or she shall require that the language of this certification be included in all lower-tier sub agreements, 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 CONTRACTOR's signature affixed herein and dated shall constitute a certification under penalty of perjury under the laws of the State of California that the CONTRACTOR has, unless exempt, complied with, the nondiscrimination program requirements of Government Code § 12990 and 2 CCR §8103.

B. During the performance of this AGREEMENT, Contractor and its subcontractors 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. Contractor and subcontractors shall insure that the evaluation and treatment of their employees and applicants for employment are free from such discrimination and harassment.

- C. Contractor and subcontractors 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 COUNTY to implement such article. The applicable regulations of the Fair Employment and Housing Commission implementing Government 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. CONTRACTOR shall permit access by representatives of the Department of Fair Employment and Housing and the COUNTY 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 COUNTY shall require to ascertain compliance with this clause.
- E. CONTRACTOR and its subcontractors shall give written notice of their obligations under this clause to labor organizations with which they have a collective bargaining or other Agreement.
- F. CONTRACTOR shall include the nondiscrimination and compliance provisions of this clause in all subcontracts to perform work under this AGREEMENT.
- G. The CONTRACTOR, 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 CONTRACTOR shall comply with regulations relative to non-discrimination in federally-assisted programs of the United States Department of Transportation (49 CFR Part 21 - Effectuation of Title VI of the Civil Rights Act of 1964). Specifically, the CONTRACTOR 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 subcontractors.
- I. CONTRACTOR, subrecipient or subcontractor 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 COUNTY components of the DBE Program Plan, CONTRACTOR, subrecipient or subcontractor 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 CONTRACTOR's signature affixed herein shall constitute a certification under penalty of perjury under the laws of the State of California, that the CONTRACTOR 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 COUNTY. 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 List System (<https://sam.gov/content/home>) maintained by the United States General Services Administration are to be determined by FHWA.

Article XVIII Disadvantaged Business Enterprises (DBE) Participation

A. CONTRACTOR, subrecipient (COUNTY), or subcontractor 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 COUNTY shows a contract goal for DBEs. CONTRACTOR shall make work available to DBEs and select work parts consistent with available DBE subcontractors and suppliers.

CONTRACTOR 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 CONTRACTOR's responsibility to verify at the date of proposal opening that the DBE firm is certified as 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 Agreement. Additionally, the CONTRACTOR 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 CONTRACTOR purchases from DBEs counts towards the goal in the following manner:

- One hundred percent (100 %) counts if the materials or supplies are obtained from a DBE manufacturer.

- Sixty percent (60%) 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. 49CFR26.55 defines "manufacturer" and "regular dealer."

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

- B. The goal for DBE participation for this AGREEMENT is _____%. Participation by DBE contractor or subcontractors shall be in accordance with information contained in Exhibit 10-02: Consultant Contract DBE Commitment attached hereto and incorporated as part of the AGREEMENT. If a DBE subcontractor is unable to perform, CONTRACTOR must make a good faith effort to replace him/her with another DBE subcontractor, if the goal is not otherwise met.
- C. CONTRACTOR 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 CONTRACTOR 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 CONTRACTOR has not met the DBE goal, complete and submit Exhibit 15-H: DBE Information – Good Faith Efforts to document efforts to meet the goal. Refer to 49 CFR Part 26 for guidance regarding evaluation of good faith efforts to meet the DBE goal.
- D. Contract Assurance Under 49 CFR 26.13(b)
CONTRACTOR, subrecipient or subcontractor shall not discriminate on the basis of race, color, national origin, or sex in the performance of this AGREEMENT. CONTRACTOR shall carry out applicable requirements of 49 CFR 26 in the award and administration of federal-aid contracts.

Failure by the CONTRACTOR 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 the CONTRACTOR from future proposing as non-responsible

- E. Termination and Replacement of DBE Subcontractors
CONTRACTOR shall utilize the specific DBEs listed to perform the work and supply the materials for which each is listed unless CONTRACTOR or DBE Subcontractor obtains the COUNTY's written consent. CONTRACTOR 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 COUNTY. Unless the COUNTY's consent is provided, the CONTRACTOR 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 COUNTY:

1. Listed DBE fails or refuses to execute a written contract based on plans and specifications for the project.
2. The COUNTY stipulated that a bond is a condition of executing the subcontract and the listed DBE fails to meet the COUNTY's bond requirements.
3. Work requires a contractor'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 AGREEMENT.
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 AGREEMENT.
11. The COUNTY determines other documented good cause.

CONTRACTOR 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 CONTRACTOR'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 COUNTY. The written notice to the DBE must request they provide any response within five (5) business days to both the CONTRACTOR and the COUNTY 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, CONTRACTOR may move forward with the request as if the DBE had agreed to CONTRACTOR's written notice.
3. Submit CONTRACTOR's DBE termination request by written letter to the COUNTY and include:
 - One or more above listed justifiable reasons along with supporting documentation.
 - CONTRACTOR's written notice to the DBE regarding the request, including proof of transmission and tracking documentation of CONTRACTOR's written notice.

- The DBE's response to CONTRACTOR's written notice, if received. If a written response was not provided, provide a statement to that effect.

The COUNTY shall respond in writing to CONTRACTOR's DBE termination request within five (5) business days.

Replacement of DBE Subcontractors

After receiving the COUNTY'S written authorization of DBE termination request, CONTRACTOR must obtain the COUNTY'S written agreement for DBE replacement. CONTRACTOR 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 COUNTY 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 CONTRACTOR has not identified a DBE replacement firm, submits documentation of CONTRACTOR's GFEs to use DBE replacement firms within seven (7) days of COUNTY's authorization to terminate the DBE. CONTRACTOR may request the COUNTY'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 CONTRACTOR 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 COUNTY may contact the firms to verify solicitation efforts and determine if the DBE quotes are substantially higher
 - Additional documentation that supports CONTRACTOR's GFE

The COUNTY shall respond in writing to CONTRACTOR's DBE replacement request within five (5) business days.

F. Commitment and Utilization

The COUNTY's DBE program must include a monitoring and enforcement mechanism to ensure that DBE commitments reconcile to DBE utilization. The COUNTY shall request CONTRACTOR to:

1. Notify the COUNTY'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 First-Tier subcontractor
 - Name and business address of each DBE subcontractor, 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 CONTRACTOR is a DBE CONTRACTOR, 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 CONTRACTOR in writing of the decertification date. If a business becomes a certified DBE before completing its work, the business must notify CONTRACTOR in writing of the certification date. CONTRACTOR shall submit the notifications to the COUNTY. On work completion, CONTRACTOR shall complete a Disadvantaged Business Enterprises (DBE) Certification Status Change, Exhibit 17-O, form and submit the form to the COUNTY within thirty (30) days of contract acceptance.

Upon work completion, CONTRACTOR shall complete Exhibit 17-F Final Report – Utilization of Disadvantaged Business Enterprises (DBE), First-Tier Subcontractors and submit it to the COUNTY within ninety (90) days of AGREEMENT acceptance. The COUNTY will withhold ten thousand dollars (\$10,000) until the form is submitted. The COUNTY will release the withhold upon submission of the completed form.

In the COUNTY's reports of DBE participation to Caltrans, the COUNTY 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.

CONTRACTOR 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.

CONTRACTOR must provide written notification to the COUNTY at least 15 days in advance of each DBE's initial performance of work or supplying materials for the AGREEMENT. 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 AGREEMENT, CONTRACTOR 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

CONTRACTOR must monitor all DBE's performance of CUF by conducting quarterly evaluations and validations throughout their duration of work on the AGREEMENT t using the LAPM 9-J: DBE Commercially Useful Function Evaluation. CONTRACTOR must submit to the COUNTY these quarterly evaluations and validations by the 5th of the month for the previous three months of work.

CONTRACTOR must notify the COUNTY immediately if they believe the DBE may not be performing a CUF.

The COUNTY 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 COUNTY evaluations. The COUNTY must evaluate DBEs and their CUF performance throughout the duration of the AGREEMENT. The COUNTY will provide written notice to the CONTRACTOR and the DBE at least two (2) business days prior to any evaluation. The CONTRACTOR and the DBE must participate in the evaluation. Upon completing the evaluation, the COUNTY must share the evaluation results with the CONTRACTOR and the DBE. An evaluation could include items that must be remedied upon receipt. If the COUNTY determines the DBE is not performing a CUF, the CONTRACTOR must suspend performance of the noncompliant work.

CONTRACTOR and DBEs must submit any additional CUF related records and documents within five (5) business days of COUNTY'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 CONTRACTOR and/or the COUNTY determine that a listed DBE is not performing a CUF in performance of their DBE committed work, CONTRACTOR must immediately suspend performance of the noncompliant portion of the work. COUNTY may deny payment for the noncompliant portion of the work. COUNTY will ask the CONTRACTOR to submit a Corrective Action Plan (CAP) to the COUNTY within five (5) days of the noncompliant CUF determination. The CAP must identify how the CONTRACTOR will correct the noncompliance findings for the remaining portion of the DBE's work. COUNTY has five (5) days to review the CAP in conjunction with the CONTRACTOR's review. The CONTRACTOR must implement the CAP within five (5) days

of the COUNTY's approval. The COUNTY 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 AGREEMENT, CONTRACTOR 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. CONTRACTOR 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 contractors 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 subcontractor is decertified during the life of the AGREEMENT, the decertified subcontractor shall notify CONTRACTOR in writing with the date of decertification. If a subcontractor becomes a certified DBE during the life of the AGREEMENT, the subcontractor shall notify CONTRACTOR in writing with the date of certification. Any changes should be reported to COUNTY'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 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 CONTRACTOR must now submit Exhibit 9-P to the COUNTY administering the contract. If the CONTRACTOR does not make any payments to subcontractors, 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

(Choose either Option 1 or Option 2)

- (Option 1 – For AGREEMENT with a scope of services that may require the CONTRACTOR or subcontractor to work within the operating state or County Highway Right of Way; where there would be exposure to public traffic or construction operations.)

-
- A. Prior to commencement of the work described herein, CONTRACTOR shall furnish COUNTY a Certificate of Insurance stating that there is general comprehensive liability insurance presently in effect for CONTRACTOR 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 COUNTY.
 2. That COUNTY, its officers, agents, employees, and servants are included as additional insureds, but only insofar as the operations under this AGREEMENT are concerned.
 3. That COUNTY will not be responsible for any premiums or assessments on the policy.
- C. CONTRACTOR 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, CONTRACTOR 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 COUNTY. In the event CONTRACTOR fails to keep in effect at all times insurance coverage as herein provided, COUNTY may, in addition to any other remedies it may have, terminate this AGREEMENT upon occurrence of such event.

(Option 2 – For AGREEMENTS with a scope of services that will not require the Contractor or subcontractor to work within the operating State or County Highway Right of Way where there would be exposure to public traffic or construction Contractor operations.)
 CONTRACTOR is not required to show evidence of general comprehensive liability insurance.

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 AGREEMENTS were executed after that determination was made.
- B. This AGREEMENT is valid and enforceable only if sufficient funds are made available to COUNTY 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 COUNTY 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. COUNTY 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. CONTRACTOR shall only commence work covered by an amendment after the amendment is

executed and notification to proceed has been provided by COUNTY's Contract Administrator.

- C. There shall be no change in CONTRACTOR'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 COUNTY's Contract Administrator.

Article XXI Contingent Fee

CONTRACTOR 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 CONTRACTOR for the purpose of securing business. For breach or violation of this warranty, COUNTY 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 XXII 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.

(Choose either Option 1 or Option 2)

(Option 1- Use paragraphs A through C below for all AGREEMENTs without PS&E submittal)

- A. Any dispute, other than audit, concerning a question of fact arising under this AGREEMENT that is not disposed of by agreement shall be decided by a committee consisting of COUNTY's Contract Administrator and _____, who may consider written or verbal information submitted by CONTRACTOR.
- B. Not later than thirty (30) calendar days after completion of all work under the contract, CONTRACTOR may request review by COUNTY Governing Board of unresolved claims or disputes, other than audit. The request for review will be submitted in writing.
- C. Neither the pendency of a dispute, nor its consideration by the committee will excuse CONTRACTOR from full and timely performance in accordance with the terms of this AGREEMENT.

(Option 2 – Replace Paragraph B, above, with the following for AGREEMENTS requiring the submission of PS&E)

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

Article XXIV Inspection of Work

CONTRACTOR and any subcontractor shall permit COUNTY, 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. CONTRACTOR shall comply with OSHA regulations applicable to CONTRACTOR regarding necessary safety equipment or procedures. CONTRACTOR shall comply with safety instructions issued by COUNTY Safety Officer and other COUNTY representatives. CONTRACTOR 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, COUNTY has determined that such areas are within the limits of the project and are open to public traffic. CONTRACTOR shall comply with all of the requirements set forth in Divisions 11, 12, 13, 14, and 15 of the Vehicle Code. CONTRACTOR 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.

(Add the following paragraph to all AGREEMENTS which may require trenching of five (5) feet or deeper)

- D. CONTRACTOR 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 CONTRACTOR under this AGREEMENT shall become the property of COUNTY, and CONTRACTOR shall have no property right therein whatsoever. Immediately upon termination, COUNTY shall be entitled to, and CONTRACTOR shall deliver to COUNTY, 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 CONTRACTOR in performing this AGREEMENT which is not CONTRACTOR's privileged information, as defined by law, or CONTRACTOR's personnel information, along with all other property belonging exclusively to COUNTY which is in CONTRACTOR'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 COUNTY.
- 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 CONTRACTOR hereunder to be work made for hire. CONTRACTOR 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 COUNTY without restriction or limitation upon its use or dissemination by COUNTY.
- C. Nothing herein shall constitute or be construed to be any representation by CONTRACTOR that the work product is suitable in any way for any other project except the one detailed in this AGREEMENT. Any reuse by COUNTY for another project or project location shall be at COUNTY'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. COUNTY 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 County's Construction Contractor

- A. If claims are filed by COUNTY's construction contractor relating to work performed by CONTRACTOR's personnel, and additional information or assistance from CONTRACTOR's personnel is required in order to evaluate or defend against such claims; CONTRACTOR agrees to make its personnel available for consultation with COUNTY'S construction contract administration and legal staff and for testimony, if necessary, at depositions and at trial or arbitration proceedings.
- B. CONTRACTOR's personnel that COUNTY considers essential to assist in defending against construction contractor claims will be made available on reasonable notice from COUNTY. Consultation or testimony will be reimbursed at the same rates, including travel costs that are being paid for CONTRACTOR's personnel services under this AGREEMENT.
- C. Services of CONTRACTOR's personnel in connection with COUNTY'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 COUNTY's operations, which are designated confidential by COUNTY and made available to CONTRACTOR in order to carry out this AGREEMENT, shall be protected by CONTRACTOR from unauthorized use and disclosure.
- B. Permission to disclose information on one occasion, or public hearing held by COUNTY relating to the AGREEMENT, shall not authorize CONTRACTOR to further disclose such information, or disseminate the same on any other occasion.
- C. CONTRACTOR shall not comment publicly to the press or any other media regarding the contract or COUNTY's actions on the same, except to COUNTY's staff, CONTRACTOR's own personnel involved in the performance of this AGREEMENT, at public hearings or in response to questions from a Legislative committee.
- D. CONTRACTOR shall not issue any news release or public relations item of any nature, whatsoever, regarding work performed or to be performed under this contract without prior review of the contents thereof by COUNTY, and receipt of COUNTY's written permission.
- E. Any sub agreement entered into as a result of this AGREEMENT shall contain all of the provisions of this Article.

(For PS&E contracts, add paragraph F below, to paragraphs A through E above)

- F. All information related to the construction estimate is confidential and shall not be disclosed by CONTRACTOR to any entity other than COUNTY, Caltrans, and/or FHWA. All of the materials prepared or assembled by CONTRACTOR pursuant to performance of this AGREEMENT are

confidential and CONTRACTOR agrees that they shall not be made available to any individual or organization without the prior written approval of COUNTY or except by court order. If CONTRACTOR or any of its officers, employees, or subcontractors does voluntarily provide information in violation of this AGREEMENT, COUNTY has the right to reimbursement and indemnity from CONTRACTOR for any damages caused by CONTRACTOR 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 Section 10296, CONTRACTOR 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 CONTRACTOR within the immediately preceding two (2)-year period, because of CONTRACTOR's failure to comply with an order of a federal court that orders CONTRACTOR to comply with an order of the National Labor Relations Board.

Article XXX Evaluation of Contractor

CONTRACTOR's performance will be evaluated by COUNTY. A copy of the evaluation will be sent to CONTRACTOR 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 CONTRACTOR

The COUNTY shall make all project progress payments within 30 days after receipt of an undisputed and properly submitted payment request from CONTRACTOR. If COUNTY fails to pay promptly, the COUNTY shall pay interest to the CONTRACTOR, 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 COUNTY shall act in accordance with both of the following:

- (1) The COUNTY shall review each payment request as soon as feasible after receipt to verify it is a proper payment request.
- (2) The COUNTY must return any payment request deemed improper by the COUNTY to the CONTRACTOR 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 CONTRACTOR must now submit Exhibit 9-P to the COUNTY administering the AGREEMENT by the 15th of the month following the month of any payment(s). If the CONTRACTOR 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 COUNTY 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 COUNTY 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 CONTRACTOR.

ARTICLE XXXII TITLE VI ASSURANCES

APPENDICES A-E of the TITLE VI ASSURANCES

[The United States (US) Department of Transportation (DOT) Order No. 1050.2A requires all federal-aid DOT contracts between an agency and a CONTRACTOR to contain Appendices A and E of the Title VI Assurances. Include Appendices B, C, and D if applicable as shown below. In addition, the CONTRACTOR 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 AGREEMENT.

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

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 COUNTY 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 CONTRACTOR) agrees as follows:

- a. Compliance with Regulations: CONTRACTOR 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: CONTRACTOR, 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. CONTRACTOR 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 CONTRACTOR 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 CONTRACTOR of the CONTRACTOR's obligations under this Agreement and the Regulations relative to nondiscrimination on the grounds of race, color, or national origin.

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- d. Information and Reports: CONTRACTOR 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 CONTRACTOR is in the exclusive possession of another who fails or refuses to furnish this information, CONTRACTOR shall so certify to the recipient or FHWA as appropriate and shall set forth what efforts CONTRACTOR has made to obtain the information.
 - e. Sanctions for Noncompliance: In the event of CONTRACTOR'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 CONTRACTOR 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: CONTRACTOR 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.

CONTRACTOR 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 CONTRACTOR becomes involved in, or is threatened with, litigation with a sub-applicant or supplier as a result of such direction, CONTRACTOR may request the recipient enter into such litigation to protect the interests of the State, and, in addition, CONTRACTOR 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 US DOT 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 US DOT in accordance and in compliance with all requirements imposed by Title 49, Code of Federal Regulations, US DOT, Subtitle A, Office of the Secretary, Part 21, Non-discrimination in Federally-assisted programs of the US DOT 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 US DOT 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, US DOT, Subtitle A, Office of the Secretary, Part 21, Non-discrimination in Federally-assisted programs of the US DOT, 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 US DOT 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 US DOT 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 THEACTIVITY, 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 AGREEMENT, the CONTRACTOR, for itself, its assignees, and successors in interest (hereinafter referred to as the “CONTRACTOR”) agrees to comply with the following nondiscrimination 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:

CONTRACTOR: _____
 _____, Project Manager

COUNTY: _____
 _____, Contract Administrator

ARTICLE XXXIII AGREEMENT

The two (2) parties to this AGREEMENT, who are the before named CONTRACTOR and the COUNTY, hereby agree that this AGREEMENT constitutes the entire AGREEMENT which is made and concluded in duplicate between the two (2) 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 XXXIV SIGNATURES

COUNTY

CONTRACTOR

(Signature)

(Signature)

(Print Name and Title)

(Print Name and Title)

Date

Date

CALTRANS LOCAL ASSISTANCE PROCEDURES MANUAL FORMS

The following forms can be viewed and downloaded in fillable format at:
<https://dot.ca.gov/programs/local-assistance/forms/local-assistance-procedures-manual-forms>.

EXHIBIT 10-H1 COST PROPOSAL Page 1 of 3

COST-PLUS-FIXED FEE OR LUMP SUM OR FIRM FIXED PRICE CONTRACTS

(DESIGN, ENGINEERING AND ENVIRONMENTAL STUDIES)

Note: Mark-ups are Not Allowed Prime Consultant Subconsultant 2nd Tier Subconsultant

Consultant _____

Project No. _____ Contract No. _____ Date _____

DIRECT LABOR

Classification/Title	Name	Hours	Actual Hourly Rate	Total
(Project Manager)*	_____	_____	\$ _____	\$ _____
(Sr. Civil Engineer)	_____	_____	\$ _____	\$ _____
(Envir. Scientist)	_____	_____	\$ _____	\$ _____
(Inspector)**	_____	_____	\$ _____	\$ _____

LABOR COSTS

- a) Subtotal Direct Labor Costs \$ _____
- b) Anticipated Salary Increases (see page 2 for calculation) \$ _____
- c) **TOTAL DIRECT LABOR COSTS [(a) + (b)]** \$ _____

INDIRECT COSTS

- d) Fringe Benefits (Rate: _____%) e) Total Fringe Benefits [(c) x (d)] \$ _____
- f) Overhead (Rate: _____%) g) Overhead [(c) x (f)] \$ _____
- h) General and Administrative (Rate: _____%) i) Gen & Admin [(c) x (h)] \$ _____
- j) **TOTAL INDIRECT COSTS [(e) + (g) + (i)]** \$ _____

FIXED FEE

- k) **TOTAL FIXED FEE [(c) + (j)] x fixed fee _____%** \$ _____

l) CONSULTANT'S OTHER DIRECT COSTS (ODC) – ITEMIZE (Add additional pages if necessary)

Description of Item	Quantity	Unit	Unit Cost	Total
Mileage Costs			\$	\$
Equipment Rental and Supplies			\$	\$
Permit Fees			\$	\$
Plan Sheets			\$	\$
Test			\$	\$

- l) **TOTAL OTHER DIRECT COSTS** \$ _____

m) SUBCONSULTANTS' COSTS (Add additional pages if necessary)

Subconsultant 1:	_____	\$ _____
Subconsultant 2:	_____	\$ _____
Subconsultant 3:	_____	\$ _____
Subconsultant 4:	_____	\$ _____

- m) **TOTAL SUBCONSULTANTS' COSTS** \$ _____

- n) **TOTAL OTHER DIRECT COSTS INCLUDING SUBCONSULTANTS [(l)+(m)]** \$ _____

TOTAL COST [(c) + (j) + (k) + (n)] \$ _____

NOTES:

- 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.
- The cost proposal format shall not be amended. 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.
- Anticipated salary increases calculation (page 2) must accompany.

EXHIBIT 10-H1 COST PROPOSAL Page 2 of 3

COST-PLUS-FIXED FEE OR LUMP SUM OR FIRM FIXED PRICE CONTRACTS

(CALCULATIONS FOR ANTICIPATED SALARY INCREASES)

1. Calculate Average Hourly Rate for 1st year of the contract (Direct Labor Subtotal divided by total hours)

Direct Labor <u>Subtotal</u> per Cost Proposal	Total Hours per Cost Proposal	=	Avg Hourly Rate	5 Year Contract Duration
\$250,000.00	5000		\$50.00	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	\$50.00	+	2%	=	\$51.00	Year 2 Avg Hourly Rate
Year 2	\$51.00	+	2%	=	\$52.02	Year 3 Avg Hourly Rate
Year 3	\$52.02	+	2%	=	\$53.06	Year 4 Avg Hourly Rate
Year 4	\$53.06	+	2%	=	\$54.12	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	20.0%	*	5000	=	1000	Estimated Hours Year 1
Year 2	40.0%	*	5000	=	2000	Estimated Hours Year 2
Year 3	15.0%	*	5000	=	750	Estimated Hours Year 3
Year 4	15.0%	*	5000	=	750	Estimated Hours Year 4
Year 5	10.0%	*	5000	=	500	Estimated Hours Year 5
Total	100%		Total	=	5000	

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	\$50.00	*	1000	=	\$50,000.00	Estimated Hours Year 1
Year 2	\$51.00	*	2000	=	\$102,000.00	Estimated Hours Year 2
Year 3	\$52.02	*	750	=	\$39,015.00	Estimated Hours Year 3
Year 4	\$53.06	*	750	=	\$39,795.30	Estimated Hours Year 4
Year 5	\$54.12	*	500	=	\$27,060.80	Estimated Hours Year 5
	Total Direct Labor Cost with Escalation			=	\$257,871.10	
	Direct Labor Subtotal before Escalation			=	\$250,000.00	
	Estimated total of Direct Labor Salary Increase			=	\$7,871.10	Transfer to Page 1

NOTES:

1. This is not the only way to estimate salary increases. Other methods will be accepted if they clearly indicate the % increase, the # of years of the contract, and a breakdown of the labor to be performed each year.
2. An estimation that is based on direct labor multiplied by salary increase % multiplied by the # of years is not acceptable. (i.e. \$250,000 x 2% x 5 yrs = \$25,000 is not an acceptable methodology)
3. This assumes that one year will be worked at the rate on the cost proposal before salary increases are granted.
4. Calculations for anticipated salary escalation must be provided.

EXHIBIT 10-H1 COST PROPOSAL Page 3 of 3

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: _____ Title *: _____

Signature: _____ Date of Certification (mm/dd/yyyy): _____

Email: _____ Phone Number: _____

Address: _____

*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:

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 _____ Prime Consultant Subconsultant 2nd Tier Subconsultant

Project No. _____ Contract No. _____ Participation Amount \$ _____ Date _____

For Combined Rate	Fringe Benefit % + General & Administrative %	=	Combined ICR%
OR			
For Home Office Rate	Fringe Benefit % + General & Administrative %	=	Home Office ICR%
For Field Office Rate	Fringe Benefit % + General & Administrative %	=	Field Office ICR%

Fee	=	%
-----	---	---

BILLING INFORMATION

CALCULATION INFORMATION

Name/Job Title/Classification ¹	Hourly Billing Rates ²			Effective Date of Hourly Rate		Actual or Avg. Hourly Rate ⁴	% or \$ Increase	Hourly Range - for Classifications Only
	Straight ³	OT (1.5x)	OT(2x)	From	To			
John Doe – Project Manager * Civil Engineer II	\$0.00	\$0.00	\$0.00	01/01/2016	12/31/2016	\$0.00		Not Applicable
	\$0.00	\$0.00	\$0.00	01/01/2017	12/31/2017	\$0.00	0.0%	
	\$0.00	\$0.00	\$0.00	01/01/2018	12/31/2018	\$0.00	0.0%	
Sue Jones – Construction Engineer/Inspector Engineer I	\$0.00	\$0.00	\$0.00	01/01/2016	12/31/2016	\$0.00		Not Applicable
	\$0.00	\$0.00	\$0.00	01/01/2017	12/31/2017	\$0.00	0.0%	
	\$0.00	\$0.00	\$0.00	01/01/2018	12/31/2018	\$0.00	0.0%	
Buddy Black – Claims Engineer Engineer III	\$0.00	\$0.00	\$0.00	01/01/2016	12/31/2016	\$0.00		Not Applicable
	\$0.00	\$0.00	\$0.00	01/01/2017	12/31/2017	\$0.00	0.0%	
	\$0.00	\$0.00	\$0.00	01/01/2018	12/31/2018	\$0.00	0.0%	
Land Surveyor **	\$0.00	\$0.00	\$0.00	01/01/2016	12/31/2016	\$0.00		\$00 - \$00
	\$0.00	\$0.00	\$0.00	01/01/2017	12/31/2017	\$0.00	0.0%	\$00 - \$00
	\$0.00	\$0.00	\$0.00	01/01/2018	12/31/2018	\$0.00	0.0%	\$00 - \$00
Technician	\$0.00	\$0.00	\$0.00	01/01/2016	12/31/2016	\$0.00		\$00 - \$00
	\$0.00	\$0.00	\$0.00	01/01/2017	12/31/2017	\$0.00	0.0%	\$00 - \$00
	\$0.00	\$0.00	\$0.00	01/01/2018	12/31/2018	\$0.00	0.0%	\$00 - \$00

(Add pages as necessary)

Local Assistance Procedures Manual

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.

EXHIBIT 10-H2 COST PROPOSAL Page 2 of 3

SPECIFIC RATE OF COMPENSATION (USE FOR ON-CALL OR AS-NEEDED CONTRACTS)
(CONSTRUCTION ENGINEERING AND INSPECTION CONTRACTS)

Consultant _____ Prime Consultant Subconsultant

Project No. _____ Contract No. _____ Date _____

SCHEDULE OF OTHER DIRECT COST ITEMS (Add additional pages as necessary)				
Description of Item	Quantity	Unit	Unit Cost	Total
Mileage Costs			\$	\$
Equipment Rental and Supplies			\$	\$
Permit Fees			\$	\$
Plan Sheets			\$	\$
Test			\$	\$
Vehicle			\$	\$
Subconsultant 1:				\$
Subconsultant 2:				\$
Subconsultant 3:				\$
Subconsultant 4:				\$
Subconsultant 5:				\$

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 related 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.

EXHIBIT 10-H2 COST PROPOSAL Page 3 of 3

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.

Prime Consultant or Subconsultant Certifying:

Name: _____ Title *: _____

Signature: _____ Date of Certification (mm/dd/yyyy): _____

Email: _____ Phone Number: _____

Address: _____

* 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:

EXHIBIT 10-H3 COST PROPOSAL Page 1 of 2

COST PER UNIT OF WORK CONTRACTS
(GEOTECHNICAL AND MATERIAL TESTING)

Note: Mark-ups are Not Allowed Prime Consultant Subconsultant 2nd Tier Subconsultant

Consultant _____

Project No. _____ Contract No. _____ Date _____

Unit/Item of Work:

(Example: Log of Test Boring for Soils Report, or ADL Testing for Hazardous Waste Material Study)

Include as many Items as necessary.

DIRECT LABOR	Hours	Billing Hourly Rate (\$)	Total (\$)
Professional (Classification)*	_____	_____	_____
Sub-professional/Technical**	_____	_____	_____
EQUIPMENT 1 (with Operator)	_____	_____	_____
EQUIPMENT 2 (with Operator)	_____	_____	_____

Consultant's Other Direct Costs (ODC) – Itemize:

Description of Item	Quantity	Unit	Unit Cost	Total
ODC Example: Travel/Mileage Costs			\$	\$
ODC Example: Mobilization/De-mobilization			\$	\$
ODC Example: Supplies/Consumables			\$	\$
ODC Example: Report			\$	\$
ODC (List more ODCs as applicable)			\$	\$
Subconsultant 1:				\$
Subconsultant 2:				\$
Subconsultant 3:				\$
Subconsultant 4:				\$
Subconsultant 5:				\$

Note: Attach additional pages if necessary.

TOTAL COST PER UNIT OF WORK \$ _____

NOTES:

- 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. The cost proposal format shall not be amended.
- Hourly billing rates should include prevailing wage rates and be consistent with publicly advertised rates charged to all clients (Commercial, Private or Public).
- Mobilization/De-mobilization is based on site location and number and frequency of tests/items.
- ODC items shall be based on actual costs and supported by historical data and other documentation.
- ODC items that would be considered "tools of the trade" are not reimbursable.
- Billing Hourly Rates must be actual, allowable, and reasonable.

EXHIBIT 10-H3 COST PROPOSAL Page 2 of 2

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 Regulation 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.

Prime Consultant or Subconsultant Certifying:

Name: _____ Title*: _____

Signature: _____ Date of Certification (mm/dd/yyyy): _____

Email: _____ Phone Number: _____

Address: _____

* 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:

**EXHIBIT 10-K CONSULTANT ANNUAL CERTIFICATION OF
INDIRECT COSTS AND FINANCIAL MANAGEMENT SYSTEM**

(Note: If a Safe Harbor Indirect Cost Rate is approved, this form is not required.)

Consultant's Full Legal Name: _____

Important: Consultant means the individual or consultant providing engineering and design related services as a party of a contract with a recipient or sub-recipient of Federal assistance. Therefore, the Indirect Cost Rate(s) shall not be combined with its parent company or subsidiaries.

Indirect Cost Rate:

Combined Rate _____ % OR

Home Office Rate _____ % and Field Office Rate (if applicable) _____ %

Facilities Capital Cost of Money _____ % (if applicable)

Fiscal period * _____

* Fiscal period is annual one year applicable accounting period that the Indirect Cost Rate was developed (not the contract period). The Indirect Cost Rate is based on the consultant's one-year applicable accounting period for which financial statements are regularly prepared by the consultant.

I have reviewed the proposal to establish an Indirect Cost Rate(s) for the fiscal period as specified above and have determined to the best of my knowledge and belief that:

- All costs included in the cost proposal to establish the indirect cost rate(s) are allowable in accordance with the cost principles of the Federal Acquisition Regulation (FAR) 48, Code of Federal Regulations (CFR), Chapter 1, Part 31 (48 CFR Part 31);
- The cost proposal does not include any costs which are expressly unallowable under the cost principles of 48 CFR Part 31;
- The accounting treatment and billing of prevailing wage delta costs are consistent with our prevailing wage policy as either direct labor, indirect costs, or other direct costs on all federally-funded A&E Consultant Contracts.
- All known material transactions or events that have occurred subsequent to year-end affecting the consultant's ownership, organization, and indirect cost rates have been disclosed as of the date of this certification.

I am providing the required and applicable documents as instructed on Exhibit 10-A.

Financial Management System:

Our labor charging, job costing, and accounting systems meet the standards for financial reporting, accounting records, and internal control adequate to demonstrate that costs claimed have been incurred, appropriately accounted for, are allocable to the contract, and comply with the federal requirements as set forth in [Title 23 United States Code \(U.S.C.\) Section 112\(b\)\(2\)](#); [48 CFR Part 31.201-2\(d\)](#); [23 CFR, Chapter 1, Part 172.11\(a\)\(2\)](#); and all applicable state and federal rules and regulations.

Our financial management system has the following attributes:

- Account numbers identifying allowable direct, indirect, and unallowable cost accounts;
- Ability to accumulate and segregate allowable direct, indirect, and unallowable costs into separate cost

Consultant Annual Certification of Indirect Costs and Financial Management System

accounts;

- Ability to accumulate and segregate allowable direct costs by project, contract and type of cost;
- Internal controls to maintain integrity of financial management system;
- Ability to account and record costs consistently and to ensure costs billed are in compliance with FAR;
- Ability to ensure and demonstrate costs billed reconcile to general ledgers and job costing system; and
- Ability to ensure costs are in compliance with contract terms and federal and state requirement

Cost Reimbursements on Contracts:

I also understand that failure to comply with 48 CFR Part 16.301-3 or knowingly charge unallowable costs to Federal-Aid Highway Program (FAHP) contracts may result in possible penalties and sanctions as provided by the following:

- Sanctions and Penalties - [23 CFR Part 172.11\(c\)\(4\)](#)
- False Claims Act - [Title 31 U.S.C. Sections 3729-3733](#)
- Statements or entries generally - [Title 18 U.S.C. Section 1001](#)
- Major Fraud Act - [Title 18 U.S.C. Section 1031](#)

All A&E Contract Information:

- Total participation amount \$ _____ on all State and FAHP contracts for Architectural & Engineering services that the consultant received in the last three fiscal periods.
- The number of states in which the consultant does business is _____.
- Years of consultant's experience with 48 CFR Part 31 is _____.
- Audit history of the consultant's current and prior years (if applicable)

<input type="checkbox"/> Cognizant ICR Audit	<input type="checkbox"/> Local Gov't ICR Audit	<input type="checkbox"/> Caltrans ICR Audit
<input type="checkbox"/> CPA ICR Audit	<input type="checkbox"/> Federal Gov't ICR Audit	

I, the undersigned, certify all of the above to the best of my knowledge and belief and that I have reviewed the Indirect Cost Rate Schedule to determine that any costs which are expressly unallowable under the Federal cost principles have been removed and comply with [Title 23 U.S.C. Section 112\(b\)\(2\)](#), [48 CFR Part 31](#), [23 CFR Part 172](#), and all applicable state and federal rules and regulations. I also certify that I understand that all documentation of compliance must be retained by the consultant. I hereby acknowledge that costs that are noncompliant with the federal and state requirements are not eligible for reimbursement and must be returned to Caltrans.

Name**: _____ Title**: _____
 Signature: _____ Date of Certification (mm/dd/yyyy): _____
 Email**: _____ Phone Number**: _____

****An individual executive or financial officer of the consultant's or subconsultant's organization at a level no lower than a Vice President, a Chief Financial Officer, or equivalent, who has authority to represent the financial information used to establish the indirect cost rate.**

Note: Both prime and subconsultants as parties of a contract must complete their own Exhibit 10-K forms. Caltrans will not process local agency's invoices until a complete Exhibit 10-K form is accepted and approved by Caltrans Audits and Investigations.

Distribution: 1) Original - Local Agency Project File
 2) Copy - Consultant
 3) Copy - Caltrans Audits and Investigations

Reset Form

EXHIBIT 10-01 CONSULTANT PROPOSAL DBE COMMITMENT

1. Local Agency: _____ 2. Contract DBE Goal: _____
 3. Project Description: _____
 4. Project Location: _____
 5. Consultant's Name: _____ 6. Prime Certified DBE:

7. Description of Work, Service, or Materials Supplied	8. DBE Certification Number	9. DBE Contact Information	10. DBE %
Local Agency to Complete this Section		11. TOTAL CLAIMED DBE PARTICIPATION	%
17. Local Agency Contract Number: _____ 18. Federal-Aid Project Number: _____ 19. Proposed Contract Execution Date: _____ 20. Consultant's Ranking after Evaluation: _____			
Local Agency certifies that all DBE certifications are valid and information on this form is complete and accurate.		IMPORTANT: Identify all DBE firms being claimed for credit, regardless of tier. Written confirmation of each listed DBE is required.	
_____		12. Preparer's Signature _____ 13. Date _____	
_____		14. Preparer's Name _____ 15. Phone _____	
_____		16. Preparer's Title _____	

DISTRIBUTION: Original – Included with consultant's proposal to local agency.

ADA Notice: For individuals with sensory disabilities, this document is available in alternate formats. For information call (916) 654-6410 or TDD (916) 654-3880 or write Records and Forms Management, 1120 N Street, MS-89, Sacramento, CA 95814.

INSTRUCTIONS – CONSULTANT PROPOSAL DBE COMMITMENT**CONSULTANT SECTION**

1. **Local Agency** - Enter the name of the local or regional agency that is funding the contract.
2. **Contract DBE Goal** - Enter the contract DBE goal percentage as it appears on the project advertisement.
3. **Project Location** - Enter the project location as it appears on the project advertisement.
4. **Project Description** - Enter the project description as it appears on the project advertisement (Bridge Rehab, Seismic Rehab, Overlay, Widening, etc.).
5. **Consultant's Name** - Enter the consultant's firm name.
6. **Prime Certified DBE** - Check box if prime contractor is a certified DBE.
7. **Description of Work, Services, or Materials Supplied** - Enter description of work, services, or materials to be provided. Indicate all work to be performed by DBEs including work performed by the prime consultant's own forces, if the prime is a DBE. If 100% of the item is not to be performed or furnished by the DBE, describe the exact portion to be performed or furnished by the DBE. See LAPM Chapter 9 to determine how to count the participation of DBE firms.
8. **DBE Certification Number** - Enter the DBE's Certification Identification Number. All DBEs must be certified on the date bids are opened.
9. **DBE Contact Information** - Enter the name, address, and phone number of all DBE subcontracted consultants. Also, enter the prime consultant's name and phone number, if the prime is a DBE.
10. **DBE %** - Percent participation of work to be performed or service provided by a DBE. Include the prime consultant if the prime is a DBE. See LAPM Chapter 9 for how to count full/partial participation.
11. **Total Claimed DBE Participation %** - Enter the total DBE participation claimed. If the total % claimed is less than item "Contract DBE Goal," an adequately documented Good Faith Effort (GFE) is required (see Exhibit 15-H DBE Information - Good Faith Efforts of the LAPM).
12. **Preparer's Signature** - The person completing the DBE commitment form on behalf of the consultant's firm must sign their name.
13. **Date** - Enter the date the DBE commitment form is signed by the consultant's preparer.
14. **Preparer's Name** - Enter the name of the person preparing and signing the consultant's DBE commitment form.
15. **Phone** - Enter the area code and phone number of the person signing the consultant's DBE commitment form.
16. **Preparer's Title** - Enter the position/title of the person signing the consultant's DBE commitment form.

LOCAL AGENCY SECTION

17. **Local Agency Contract Number** - Enter the Local Agency contract number or identifier.
18. **Federal-Aid Project Number** - Enter the Federal-Aid Project Number.
19. **Proposed Contract Execution Date** - Enter the proposed contract execution date.
20. **Consultant's Ranking after Evaluation** - Enter consultant's ranking after all submittals/consultants are evaluated. Use this as a quick comparison for evaluating most qualified consultant.
21. **Local Agency Representative's Signature** - The person completing this section of the form for the Local Agency must sign their name to certify that the information in this and the Consultant Section of this form is complete and accurate.
22. **Date** - Enter the date the DBE commitment form is signed by the Local Agency Representative.
23. **Local Agency Representative's Name** - Enter the name of the Local Agency Representative certifying the consultant's DBE commitment form.
24. **Phone** - Enter the area code and phone number of the person signing the consultant's DBE commitment form.
25. **Local Agency Representative Title** - Enter the position/title of the Local Agency Representative certifying the consultant's DBE commitment form.

EXHIBIT 10-O2 CONSULTANT CONTRACT DBE COMMITMENT

1. Local Agency: _____ 2. Contract DBE Goal: _____
 3. Project Description: _____
 4. Project Location: _____
 5. Consultant's Name: _____ 6. Prime Certified DBE: 7. Total Contract Award Amount: _____
 8. Total Dollar Amount for ALL Subconsultants: _____ 9. Total Number of ALL Subconsultants: _____

10. Description of Work, Service, or Materials Supplied	11. DBE Certification Number	12. DBE Contact Information	13. DBE Dollar Amount
Local Agency to Complete this Section			\$
20. Local Agency Contract Number: _____ 21. Federal-Aid Project Number: _____ 22. Contract Execution Date: _____	14. TOTAL CLAIMED DBE PARTICIPATION		%
Local Agency certifies that all DBE certifications are valid and information on this form is complete and accurate.			IMPORTANT: Identify all DBE firms being claimed for credit, regardless of tier. Written confirmation of each listed DBE is required.
23. Local Agency Representative's Signature _____	24. Date _____	15. Preparer's Signature _____	16. Date _____
25. Local Agency Representative's Name _____	26. Phone _____	17. Preparer's Name _____	18. Phone _____
27. Local Agency Representative's Title _____		19. Preparer's Title _____	

DISTRIBUTION: 1. Original – Local Agency
 2. Copy – Caltrans District Local Assistance Engineer (DLAE). Failure to submit to DLAE within 30 days of contract execution may result in de-obligation of federal funds on contract.

ADA Notice: For individuals with sensory disabilities, this document is available in alternate formats. For information call (916) 654-6410 or TDD (916) 654-3880 or write Records and Forms Management, 1120 N Street, MS-89, Sacramento, CA 95814.

INSTRUCTIONS – CONSULTANT CONTRACT DBE COMMITMENT

CONSULTANT SECTION

1. **Local Agency** - Enter the name of the local or regional agency that is funding the contract.
2. **Contract DBE Goal** - Enter the contract DBE goal percentage as it appears on the project advertisement.
3. **Project Description** - Enter the project description as it appears on the project advertisement (Bridge Rehab, Seismic Rehab, Overlay, Widening, etc).
4. **Project Location** - Enter the project location as it appears on the project advertisement.
5. **Consultant's Name** - Enter the consultant's firm name.
6. **Prime Certified DBE** - Check box if prime contractor is a certified DBE.
7. **Total Contract Award Amount** - Enter the total contract award dollar amount for the prime consultant.
8. **Total Dollar Amount for ALL Subconsultants** - Enter the total dollar amount for all subcontracted consultants. SUM = (DBEs + all Non-DBEs). Do not include the prime consultant information in this count.
9. **Total number of ALL subconsultants** - Enter the total number of all subcontracted consultants. SUM = (DBEs + all Non-DBEs). Do not include the prime consultant information in this count.
10. **Description of Work, Services, or Materials Supplied** - Enter description of work, services, or materials to be provided. Indicate all work to be performed by DBEs including work performed by the prime consultant's own forces, if the prime is a DBE. If 100% of the item is not to be performed or furnished by the DBE, describe the exact portion to be performed or furnished by the DBE. See LAPM Chapter 9 to determine how to count the participation of DBE firms.
11. **DBE Certification Number** - Enter the DBE's Certification Identification Number. All DBEs must be certified on the date bids are opened.
12. **DBE Contact Information** - Enter the name, address, and phone number of all DBE subcontracted consultants. Also, enter the prime consultant's name and phone number, if the prime is a DBE.
13. **DBE Dollar Amount** - Enter the subcontracted dollar amount of the work to be performed or service to be provided. Include the prime consultant if the prime is a DBE. See LAPM Chapter 9 for how to count full/partial participation.
14. **Total Claimed DBE Participation - \$:** Enter the total dollar amounts entered in the "DBE Dollar Amount" column. **%:** Enter the total DBE participation claimed ("Total Participation Dollars Claimed" divided by item "Total Contract Award Amount"). If the total % claimed is less than item "Contract DBE Goal," an adequately documented Good Faith Effort (GFE) is required (see Exhibit 15-H DBE Information - Good Faith Efforts of the LAPM).
15. **Preparer's Signature** - The person completing the DBE commitment form on behalf of the consultant's firm must sign their name.
16. **Date** - Enter the date the DBE commitment form is signed by the consultant's preparer.
17. **Preparer's Name** - Enter the name of the person preparing and signing the consultant's DBE commitment form.
18. **Phone** - Enter the area code and phone number of the person signing the consultant's DBE commitment form.
19. **Preparer's Title** - Enter the position/title of the person signing the consultant's DBE commitment form.

LOCAL AGENCY SECTION

20. **Local Agency Contract Number** - Enter the Local Agency contract number or identifier.
21. **Federal-Aid Project Number** - Enter the Federal-Aid Project Number.
22. **Contract Execution Date** - Enter the date the contract was executed.
23. **Local Agency Representative's Signature** - The person completing this section of the form for the Local Agency must sign their name to certify that the information in this and the Consultant Section of this form is complete and accurate.
24. **Date** - Enter the date the DBE commitment form is signed by the Local Agency Representative.
25. **Local Agency Representative's Name** - Enter the name of the Local Agency Representative certifying the consultant's DBE commitment form.
26. **Phone** - Enter the area code and phone number of the person signing the consultant's DBE commitment form.
27. **Local Agency Representative Title** - Enter the position/title of the Local Agency Representative certifying the consultant's DBE commitment form.

EXHIBIT 10-Q DISCLOSURE OF LOBBYING ACTIVITIES

COMPLETE THIS FORM TO DISCLOSE LOBBYING ACTIVITIES PURSUANT TO 31 U.S.C. 1352

<p>1. Type of Federal Action:</p> <p><input type="checkbox"/> a. contract <input type="checkbox"/> b. grant <input type="checkbox"/> c. cooperative agreement <input type="checkbox"/> d. loan <input type="checkbox"/> e. loan guarantee <input type="checkbox"/> f. loan insurance</p>	<p>2. Status of Federal Action:</p> <p><input type="checkbox"/> a. bid/offer/application <input type="checkbox"/> b. initial award <input type="checkbox"/> c. post-award</p>	<p>3. Report Type:</p> <p><input type="checkbox"/> a. initial <input type="checkbox"/> b. material change</p> <p>For Material Change Only: year _____ quarter _____ date of last report _____</p>
<p>4. Name and Address of Reporting Entity</p> <p><input type="checkbox"/> Prime <input type="checkbox"/> Subawardee Tier _____, if known</p> <p>Congressional District, if known _____</p>	<p>5. If Reporting Entity in No. 4 is Subawardee, Enter Name and Address of Prime:</p> <p>Congressional District, if known _____</p>	
<p>6. Federal Department/Agency:</p>	<p>7. Federal Program Name/Description:</p> <p>CFDA Number, if applicable _____</p>	
<p>8. Federal Action Number, if known:</p>	<p>9. Award Amount, if known:</p>	
<p>10. Name and Address of Lobby Entity (If individual, last name, first name, MI)</p> <p style="text-align: center;">(attach Continuation Sheet(s) if necessary)</p>	<p>11. Individuals Performing Services (including address if different from No. 10) (last name, first name, MI)</p> <p style="text-align: center;">(attach Continuation Sheet(s) if necessary)</p>	
<p>12. Amount of Payment (check all that apply)</p> <p>\$ _____ <input type="checkbox"/> actual <input type="checkbox"/> planned</p>	<p>14. Type of Payment (check all that apply)</p> <p><input type="checkbox"/> a. retainer <input type="checkbox"/> b. one-time fee <input type="checkbox"/> c. commission <input type="checkbox"/> d. contingent fee <input type="checkbox"/> e. deferred <input type="checkbox"/> f. other, specify _____</p>	
<p>13. Form of Payment (check all that apply):</p> <p><input type="checkbox"/> a. cash <input type="checkbox"/> b. in-kind; specify: nature _____ Value _____</p>		
<p>15. Brief Description of Services Performed or to be performed and Date(s) of Service, including officer(s), employee(s), or member(s) contacted, for Payment Indicated in Item 12:</p> <p style="text-align: center;">(attach Continuation Sheet(s) if necessary)</p>		
<p>16. Continuation Sheet(s) attached: Yes <input type="checkbox"/> No <input type="checkbox"/></p>		
<p>17. Information requested through this form is authorized by Title 31 U.S.C. Section 1352. This disclosure of lobbying reliance was placed by the tier above when his transaction was made or entered into. This disclosure is required pursuant to 31 U.S.C. 1352. This information will be reported to Congress semiannually and will be available for public inspection. Any person who fails to file the required disclosure shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.</p>		
		<p>Signature: _____ Print Name: _____ Title: _____ Telephone No.: _____ Date: _____</p>
<p>Federal Use Only:</p>		<p>Authorized for Local Reproduction Standard Form - LLL</p>

Standard Form LLL Rev. 04-28-06

Distribution: Orig- Local Agency Project Files

INSTRUCTIONS FOR COMPLETING EXHIBIT 10-Q DISCLOSURE OF LOBBYING ACTIVITIES

This disclosure form shall be completed by the reporting entity, whether subawardee or prime federal recipient at the initiation or receipt of covered federal action or a material change to previous filing pursuant to title 31 U.S.C. Section 1352. The filing of a form is required for such payment or agreement to make payment to lobbying entity 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 a covered federal action. Attach a continuation sheet for additional information if the space on the form is inadequate. Complete all items that apply for both the initial filing and material change report. Refer to the implementing guidance published by the Office of Management and Budget for additional information.

1. Identify the type of covered federal action for which lobbying activity is or has been secured to influence, the outcome of a covered federal action.
2. Identify the status of the covered federal action.
3. Identify the appropriate classification of this report. If this is a follow-up report caused by a material change to the information previously reported, enter the year and quarter in which the change occurred. Enter the date of the last, previously submitted report by this reporting entity for this covered federal action.
4. Enter the full name, address, city, state, and zip code of the reporting entity. Include Congressional District if known. Check the appropriate classification of the reporting entity that designates if it is or expects to be a prime or subaward recipient. Identify the tier of the subawardee, e.g., the first subawardee of the prime is the first tier. Subawards include but are not limited to: subcontracts, subgrants, and contract awards under grants.
5. If the organization filing the report in Item 4 checks "Subawardee" then enter the full name, address, city, state, and zip code of the prime federal recipient. Include Congressional District, if known.
6. Enter the name of the federal agency making the award or loan commitment. Include at least one organization level below agency name, if known. For example, Department of Transportation, United States Coast Guard.
7. Enter the federal program name or description for the covered federal action (item 1). If known, enter the full Catalog of Federal Domestic Assistance (CFDA) number for grants, cooperative agreements, loans and loan commitments.
8. Enter the most appropriate federal identifying number available for the federal action identification in item 1 (e.g., Request for Proposal (RFP) number, Invitation for Bid (IFB) number, grant announcement number, the contract grant, or loan award number, the application/proposal control number assigned by the federal agency). Include prefixes, e.g., "RFP-DE-90-001."
9. For a covered federal action where there has been an award or loan commitment by the Federal agency, enter the federal amount of the award/loan commitments for the prime entity identified in item 4 or 5.
10. Enter the full name, address, city, state, and zip code of the lobbying entity engaged by the reporting entity identified in Item 4 to influence the covered federal action.
11. Enter the full names of the individual(s) performing services and include full address if different from 10 (a). Enter Last Name, First Name and Middle Initial (MI).
12. Enter the amount of compensation paid or reasonably expected to be paid by the reporting entity (Item 4) to the lobbying entity (Item 10). Indicate whether the payment has been made (actual) or will be made (planned). Check all boxes that apply. If this is a material change report, enter the cumulative amount of payment made or planned to be made.
13. Check all boxes that apply. If payment is made through an in-kind contribution, specify the nature and value of the in-kind payment.
14. Check all boxes that apply. If other, specify nature.
15. Provide a specific and detailed description of the services that the lobbyist has performed or will be expected to perform and the date(s) of any services rendered. Include all preparatory and related activity not just time spent in actual contact with federal officials. Identify the federal officer(s) or employee(s) contacted or the officer(s) employee(s) or Member(s) of Congress that were contacted.
16. Check whether or not a continuation sheet(s) is attached.
17. The certifying official shall sign and date the form, and print his/her name title and telephone number.

Public reporting burden for this collection of information is estimated to average 30-minutes per response, including time for reviewing instruction, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding the burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden, to the Office of Management and Budget, Paperwork Reduction Project (0348-0046), Washington, D.C. 20503. SF-LLL-Instructions Rev. 06-04

**LOCAL ASSISTANCE PROCEDURES MANUAL
EXHIBIT 15-H: PROPOSER/CONTRACTOR GOOD FAITH EFFORTS**

Cost Proposal Due Date _____ PE/CE
Federal-aid Project No(s). _____ Bid Opening Date _____ CON

The County of Monterey established a Disadvantaged Business Enterprise (DBE) goal of _____% for this contract. The information provided herein shows the required good faith efforts to meet or exceed the DBE contract goal.

Proposers or bidders submit the following information to document their good faith efforts withing five (5) calendar days from cost proposal due date or bid opening. Proposers and bidders are recommended to submit the following information even in the Exhibit 10-O1: Consultant Proposal DBE Commitments or Exhibit 15-G: Construction Contract DBE Commitment indicate that the proposer or bidder has met the DBE goal. This form protects the proposer’s or bidder’s eligibility for award of the contract if the administering agency determines that the bidder failed to meet the goal for various reasons, e.g., a DBE firm was not certified at bid opening, or the bidder made a mathematical error.

The following items are listed in the Section entitled “Submission of DBE Commitment” of the Special Provisions, **please attach additional sheets as needed:**

- A. The names and dates of each publication in which a request for DBE participation for this project was placed by the bidder (please attach copies of advertisements or proofs of publication):

Publications	Dates of Advertisement

- B. The names and dates of written notices sent to certified DBEs soliciting bids for this project and the dates and methods used for following up initial solicitations to determine with certainty whether the DBEs were interested (please attach copies of solicitations, telephone records, fax confirmations, etc.):

Names of DBEs Solicited	Date of Initial Solicitation	Follow Up Methods and Dates

C. The items of work made available to DBE firms including those unbundled contract work items into economically feasible units to facilitate DBE participation. It is the bidder's responsibility to demonstrate that sufficient work to facilitate DBE participation in order to meet or exceed the DBE contract goal.

Items of Work	Proposer or Bidder Normally Performs Item (Y/N)	Breakdown of Items	Amount (\$)	Percentage of Contract

D. The names, addresses and phone numbers of rejected DBE firms, the reasons for the bidder's rejection of the DBEs, the firms selected for that work (please attach copies of quotes from the firms involved), and the price difference for each DBE if the selected firm is not a DBE:

Names, addresses and phone numbers of rejected DBEs and the reasons for the bidder's rejection of the DBEs:

Names, addresses and phone numbers of firms selected for the work above:

E. Efforts (e.g. in advertisements and solicitations) made to assist interested DBEs in obtaining information related to the plans, specifications and requirements for the work which was provided to DBEs:

F. Efforts (e.g. in advertisements and solicitations) made to assist interested DBEs in obtaining bonding, lines of credit or insurance, necessary equipment, supplies, materials, or related assistance or services, excluding supplies and equipment the DBE subcontractor purchases or leases from the prime contractor or its affiliate:

**EXHIBIT C – INCORPORATION OF RFQ #10914, ADDENDUM NO. 1 TO RFQ #10914
AND STATEMENT OF QUALIFICATIONS DOCUMENTS**

The County of Monterey invited submittals to Request for Qualifications (RFQ) through RFQ #10914, On-Call Construction Management Services for Various Construction Projects located in the County of Monterey, California. MNS Engineers, Inc. submitted a responsive and responsible Statement of Qualifications to perform the services listed in RFQ #10914.

RFQ #10914, Addendum No. 1 to RFQ #10914, and the Statement of Qualifications submitted by MNS Engineers, Inc., on file with the Department of Public Works, Facilities and Parks, are hereby incorporated into the Agreement by this reference.

Attachment D

**COUNTY OF MONTEREY AGREEMENT FOR PROFESSIONAL SERVICES
WITH SURVEYORS, ARCHITECTS, ENGINEERS & DESIGN PROFESSIONALS**

This Professional Services Agreement (“Agreement”) is made by and between the County of Monterey, a political subdivision of the State of California (hereinafter “County”) and: TRC Engineers, Inc., (hereinafter “CONTRACTOR”).

In consideration of the mutual covenants and conditions set forth in this Agreement, the parties agree as follows:

1. **SERVICES TO BE PROVIDED.** The County hereby engages CONTRACTOR to perform, and CONTRACTOR hereby agrees to perform, the services described in **Exhibit A** in conformity with the terms of this Agreement. The services are generally described as follows:

Provide on-call construction management services for various construction projects located in the County of Monterey, Request for Qualifications (RFQ) #10914

2. **PAYMENTS BY COUNTY.** County shall pay the CONTRACTOR in accordance with the payment provisions set forth in **Exhibit A**, subject to the limitations set forth in this Agreement. The total amount payable by County to CONTRACTOR under this Agreement shall not exceed the sum of \$ 3,000,000.

3. **TERM OF AGREEMENT.** The term of this Agreement is from November 21, 2025 to November 20, 2030, unless sooner terminated pursuant to the terms of this Agreement. This Agreement is of no force or effect until signed by both CONTRACTOR and County and with County signing last, and CONTRACTOR may not commence work before County signs this Agreement.

4. **ADDITIONAL PROVISIONS/EXHIBITS.** The following attached exhibits are incorporated herein by reference and constitute a part of this Agreement:

Exhibit A Scope of Services/Payment Provisions

Exhibit B Federal Provisions

Exhibit C Incorporation of RFQ #10914, Addendum No. 1 to RFQ #10914, and Statement of Qualifications, on file with the County of Monterey, Department of Public Works, Facilities and Parks (PWFP) ^{DS}

ML 11/4/2025 | 10:26 AM PST MGP
Contractor's Initials Date
GR 11/4/2025 | 4:38 PM PST MGP
Contractor's Initials Date

5. **PERFORMANCE STANDARDS.**

5.01. CONTRACTOR warrants that CONTRACTOR and CONTRACTOR’s agents, employees, and subcontractors performing services under this Agreement are specially trained, experienced, competent, and appropriately licensed to perform the work and deliver the services required under this Agreement and are not employees of the County, or immediate family of an employee of the County. *consistent with the degree of professional skill and care exercised by similar professionals on projects of similar scope, nature and complexity in line with industry standards and practice and in accordance with generally accepted engineering, environmental, and/or construction practices in effect at the time the services are rendered*

5.02. CONTRACTOR, its agents, employees, and subcontractors shall perform all work in a safe and skillful manner and in compliance with all applicable laws and regulations. All work performed *published by a governmental or quasi-governmental agency and in place at the time the work is performed*

PSA For
Surveyors, Architects, Engineers & Design Professionals
Revised 2/25

ML 11/4/2025 | 10:26 AM PST
Contractor's Initials Date
GR 11/4/2025 | 4:38 PM PST
Contractor's Initials Date

1 of 11 Project ID: TRC Engineers, Inc.
On-Call Construction Management Services (RFQ #10914)
PWFP
MGP 11/4/2025 | 4:54 PM PST

under this Agreement that is required by law to be performed or supervised by licensed personnel shall be performed in accordance with such licensing requirements.

- 5.03. CONTRACTOR shall furnish, at its own expense, all materials, equipment, and personnel necessary to carry out the terms of this Agreement, except as otherwise specified in this Agreement. CONTRACTOR shall not use County premises, property (including equipment, instruments, or supplies) or personnel for any purpose other than in the performance of its obligations under this Agreement.

6. PAYMENT CONDITIONS.

- 6.01. CONTRACTOR shall submit to the Contract Administrator an invoice on a form acceptable to County. If not otherwise specified, the CONTRACTOR may submit such invoice periodically or at the completion of services, but in any event, not later than 30 days after completion of services. The invoice shall set forth the amounts claimed by CONTRACTOR for the previous period, together with an itemized basis for the amounts claimed, and such other information pertinent to the invoice as the County may require. The Contract Administrator or his or her designee shall certify the invoice; either in the requested amount or in such other amount as the County approves in conformity with this Agreement, and shall promptly submit such invoice to the County Auditor-Controller for payment. The County Auditor-Controller shall pay the amount certified within 30 days of receiving the certified invoice.
- 6.02. CONTRACTOR shall not receive reimbursement for travel expenses unless set forth in this Agreement.

7. TERMINATION.

- 7.01. During the term of this Agreement, the County may terminate the Agreement for any reason by giving written notice of termination to the CONTRACTOR at least thirty (30) days prior to the effective date of termination. Such notice shall set forth the effective date of termination. In the event of such termination, the amount payable under this Agreement shall be reduced in proportion to the services provided prior to the date of termination.
- 7.02. The County may cancel and terminate this Agreement for good cause effective immediately upon written notice to CONTRACTOR. "Good cause" includes the failure of CONTRACTOR to perform the required services at the time and in the manner provided under this Agreement. If County terminates this Agreement for good cause, the County may be relieved of the payment of any consideration to CONTRACTOR, and the County may proceed with the work in any manner, which County deems proper. The cost to the County shall be deducted from any sum due the CONTRACTOR under this Agreement.

8. INDEMNIFICATION.

- 8.01 For purposes of the following indemnification provisions ("Indemnification Agreement"), "design professional" has the same meaning as set forth in California Civil Code section 2782.8. If any term, provision or application of this Indemnification Agreement is found to be invalid, in violation of public policy or unenforceable to any extent, such finding shall not invalidate any other term or provision of this Indemnification Agreement and such other terms and provisions

shall continue in full force and effect. If there is any conflict between the terms, provisions or application of this Indemnification Agreement and the provisions of California Civil Code Sections 2782 or 2782.8, the broadest indemnity protection for County under this Indemnity Agreement that is permitted by law shall be provided by CONTRACTOR.

8.02 Indemnification for Design Professional Services Claims:

CONTRACTOR shall indemnify, defend and hold harmless County, its governing board, directors, officers, employees, and agents against any claims that arise out of, or pertain to, or relate to the negligence, recklessness, or willful misconduct of CONTRACTOR, its employees, subcontractors, and agents in the performance of design professional services under this Agreement, excepting only liability arising from the sole negligence, active negligence or willful misconduct of County, or defect in a design furnished by County, but in no event shall the amount of such CONTRACTOR's liability exceed such CONTRACTOR's proportionate percentage of fault as determined by a court, arbitrator or mediator, or as set out in a settlement agreement. In the event one (1) or more defendants to any action involving such claim or claims against County is unable to pay its share of defense costs due to bankruptcy or dissolution of the business, such CONTRACTOR shall meet and confer with the other parties to such action regarding unpaid defense costs.

8.03 Indemnification for All Other Claims or Loss:

For any claim, loss, injury, damage, expense or liability other than claims arising out of CONTRACTOR's performance of design professional services under this Agreement, CONTRACTOR shall indemnify, defend and hold harmless County, its governing board, directors, officers, employees, and agents against any claim for loss, injury, damage, expense or liability resulting from or alleging injury to or death of any person or loss of use of or damage to property, arising from or related to the performance of services under this Agreement by CONTRACTOR, its employees, subcontractors or agents, excepting only liability arising from the sole negligence, active negligence or willful misconduct of County, or defect in a design furnished by County.

9. INSURANCE.

9.01 Evidence of Coverage:

Prior to commencement of this Agreement, the Contractor shall provide a "Certificate of Insurance" certifying that coverage as required herein has been obtained. Individual endorsements executed by the insurance carrier shall accompany the certificate. In addition, the Contractor upon request shall provide a certified copy of the policy or policies.

This verification of coverage shall be sent to the County's Contracts/Purchasing Division, unless otherwise directed. The CONTRACTOR shall not receive a "Notice to Proceed" with the work under this Agreement until it has obtained all insurance required and such, insurance has been approved by the County. This approval of insurance shall neither relieve nor decrease the liability of the CONTRACTOR.

9.02 Qualifying Insurers:

All coverages, except surety, shall be issued by companies which hold a current policy holder's alphabetic and financial size category rating of not less than A VII, according to the current A.M.

Best's Rating Guide or a company of equal financial stability that is approved by the County's Purchasing Agent.

- 9.03 Insurance Coverage Requirements: Without limiting CONTRACTOR's duty to indemnify, CONTRACTOR shall maintain in effect throughout the term of this Agreement a policy or policies of insurance with the following minimum limits of liability:

Commercial General Liability Insurance: including but not limited to premises and operations, including coverage for Bodily Injury and Property Damage, Personal Injury, Contractual Liability, Broad form Property Damage, Independent Contractors, Products and Completed Operations, with a combined single limit for Bodily Injury and Property Damage of not less than \$1,000,000 per occurrence, and \$2,000,000 in the aggregate.

(Note: any proposed modifications to these general liability insurance requirements shall be attached as an Exhibit hereto, and the section(s) above that are proposed as not applicable shall be lined out in blue ink. All proposed modifications are subject to County approval.)

Auto Liability Coverage: must include motor vehicles, including scheduled, non-owned, and hired vehicles, used in providing services under this Agreement, with a combined single limit or Bodily Injury and Property Damage of not less than \$1,000,000 per occurrence.

(Note: any proposed modifications to these auto insurance requirements shall be attached as an Exhibit hereto, and the section(s) above that are proposed as not applicable shall be lined out in blue ink. All proposed modifications are subject to County approval.)

Workers' Compensation Insurance, if CONTRACTOR employs others in the performance of this Agreement, in accordance with California Labor Code section 3700 and with Employer's Liability limits not less than \$1,000,000 each person, \$1,000,000 each accident and \$1,000,000 each disease.

(Note: any proposed modifications to these workers' compensation insurance requirements shall be attached as an Exhibit hereto, and the section(s) above that are proposed as not applicable shall be lined out in blue ink. All proposed modifications are subject to County approval.)

Professional Liability Insurance: if required for the professional services being provided, (e.g., those persons authorized by a license to engage in a business or profession regulated by the California Business and Professions Code), in the amount of not less than \$1,000,000 per claim and \$2,000,000 in the aggregate, to cover liability for malpractice or errors or omissions made in the course of rendering professional services. If professional liability insurance is written on a "claims-made" basis rather than an occurrence basis, the CONTRACTOR shall, upon the expiration or earlier termination of this Agreement, obtain extended reporting coverage ("tail coverage") with the same liability limits. Any such tail coverage shall continue for at least three years following the expiration or earlier termination of this Agreement.

(Note: Professional liability insurance coverage is required if the contractor is providing a professional service regulated by the state. Examples of service providers regulated by the state are insurance agents, professional architects and engineers, doctors, certified public accountants, lawyers, etc. However, other professional Contractors, such as computer or software designers, technology services, and services providers such as claims administrators, should also have professional liability. If in doubt, consult with your risk or contract manager.)

If the contractor maintains broader coverage and/or higher limits than the minimums shown above, the County requires and shall be entitled to the broader coverage and/or higher limits maintained by the contractor.

9.04 Other Requirements:

All insurance required by this Agreement shall be with a company acceptable to the County and issued and executed by an admitted insurer authorized to transact Insurance business in the State of California. Unless otherwise specified by this Agreement, all such insurance shall be written on an occurrence basis, or, if the policy is not written on an occurrence basis, such policy with the coverage required herein shall continue in effect for a period of three years following the date CONTRACTOR completes its performance of services under this Agreement.

Each liability policy shall provide that the County shall be given notice in writing at least thirty days in advance of any endorsed reduction in coverage or limit, cancellation, or intended non-renewal thereof. Each policy shall provide coverage for Contractor and additional insureds with respect to claims arising from each subcontractor, if any, performing work under this Agreement, or be accompanied by a certificate of insurance from each subcontractor showing each subcontractor has identical insurance coverage to the above requirements.

Additional Insured Status:

The County of Monterey, its officers, officials, employees, agents, and volunteers are to be covered as additional insureds on the auto liability policy for liability arising out of automobiles owned, leased, hired or borrowed by or on behalf of the Contractor. Auto liability coverage shall be provided in the form of an endorsement to the CONTRACTOR'S insurance.

The County of Monterey, its officers, officials, employees, agents, and volunteers are to be covered as additional insureds on the commercial general liability policy with respect to liability arising out of work or operations performed by or on behalf of the CONTRACTOR including materials, parts, or equipment furnished in connection with such work or operations. General liability coverage shall be provided in the form of an endorsement to the CONTRACTOR'S insurance (at least as broad as ISO Form CG 20 10 11 85 or if not available, through the addition of both CG 20 10, CG 20 26, CG 20 33, or CG 20 38; and CG 20 37 if a later edition is used).

Primary Coverage:

For any claims related to this contract, the CONTRACTOR'S insurance coverage shall be primary and non-contributory and at least as broad as ISO CG 20 01 04 13 as respects the County, its officers, officials, employees, agents, and volunteers. Any insurance or self-insurance maintained by the County, its officers, officials, employees, agents, or volunteers shall be excess of the CONTRACTOR'S insurance and shall not contribute with it. This requirement shall also apply to any Excess or Umbrella liability policies.

Workers' Compensation Waiver of Subrogation:

The workers' compensation policy required hereunder shall be endorsed to state that the workers' compensation carrier waives its right of subrogation against COUNTY, its officers, officials, employees, agents, or volunteers, which might arise by reason of payment under such policy in connection with performance under this Agreement by CONTRACTOR. Should CONTRACTOR be self-insured for workers' compensation, CONTRACTOR hereby agrees to waive its right of subrogation against COUNTY, its officers, officials, employees, agents, or volunteers.

Prior to the execution of this Agreement by the County, CONTRACTOR shall file certificates of insurance and endorsements with the County's contract administrator and County's Contracts/Purchasing Division, showing that the CONTRACTOR has in effect the insurance required by this Agreement. The CONTRACTOR shall file a new or amended certificate of insurance within five calendar days after any change is made in any insurance policy, which would alter the information on the certificate then on file. Acceptance or approval of insurance shall in no way modify or change the indemnification clause in this Agreement, which shall continue in full force and effect. CONTRACTOR shall always during the term of this Agreement maintain in force the insurance coverage required under this Agreement and shall send, without demand by County, annual certificates to County's Contract Administrator and County's Contracts/Purchasing Division. If the certificate is not received by the expiration date, County shall notify CONTRACTOR and CONTRACTOR shall have five calendar days to send in the certificate, evidencing no lapse in coverage during the interim. Failure by CONTRACTOR to maintain such insurance is a default of this Agreement, which entitles County, at its sole discretion, to terminate this Agreement immediately.

10. RECORDS AND CONFIDENTIALITY.

- 10.01 Confidentiality. CONTRACTOR and its officers, employees, agents, and subcontractors shall comply with any and all federal, state, and local laws, which provide for the confidentiality of records and other information. CONTRACTOR shall not disclose any confidential records or other confidential information received from the County or prepared in connection with the performance of this Agreement, unless County specifically permits CONTRACTOR to disclose such records or information. CONTRACTOR shall promptly transmit to County any and all requests for disclosure of any such confidential records or information. CONTRACTOR shall not use any confidential information gained by CONTRACTOR in the performance of this Agreement except for the sole purpose of carrying out CONTRACTOR's obligations under this Agreement.
- 10.02 County Records. When this Agreement expires or terminates, CONTRACTOR shall return to County any County records which CONTRACTOR used or received from County to perform services under this Agreement.
- 10.03 Maintenance of Records. CONTRACTOR shall prepare, maintain, and preserve all reports and records that may be required by federal, state, and County rules and regulations related to services performed under this Agreement. CONTRACTOR shall maintain such records for a period of at least three years after receipt of final payment under this Agreement. If any litigation, claim, negotiation, audit exception, or other action relating to this Agreement is pending at the end of the three-year period, then CONTRACTOR shall retain said records until such action is resolved.
- 10.04 Access to and Audit of Records. The County shall have the right to examine, monitor and audit all records, documents, conditions, and activities of the CONTRACTOR and its subcontractors related to services provided under this Agreement. Pursuant to Government Code section 8546.7, if this Agreement involves the expenditure of public funds in excess of \$10,000, the parties to this Agreement may be subject, at the request of the County or as part of any audit of the County, to the examination and audit of the State Auditor pertaining to matters connected with the performance of this Agreement for a period of three years after final payment under the Agreement.

10.05 Royalties and Inventions. County shall have a royalty-free, exclusive and irrevocable license to reproduce, publish, and use, and authorize others to do so, all original computer programs, writings, sound recordings, pictorial reproductions, drawings, and other works of similar nature produced in the course of or under this Agreement. CONTRACTOR shall not publish any such material without the prior written approval of County.

10.06 Format of Deliverables: For this section, “Deliverables” shall mean all electronic documents CONTRACTOR provides to the County under this Agreement. CONTRACTOR shall ensure all Deliverables comply with the requirements of the Web Content Accessibility Guidelines (“WCAG”) 2.1, pursuant to the Americans with Disabilities Act (“ADA”). CONTRACTOR bears the burden to deliver Deliverables, such as Adobe Acrobat Portable Document Format (“PDF”) and Microsoft Office files, complying with WCAG 2.1. CONTRACTOR shall defend and indemnify the County against any breach of this Section. This Section shall survive the termination of this Agreement. Find more on Accessibility at this State website: <https://webstandards.ca.gov/accessibility/>.

11. **NON-DISCRIMINATION.** During the performance of this Agreement, CONTRACTOR, and its subcontractors, shall not unlawfully discriminate against any person because of race, religious creed, color, sex, national origin, ancestry, physical disability, mental disability, medical condition, marital status, age (over 40), sexual orientation, or any other characteristic set forth in California Government code § 12940(a), either in CONTRACTOR’s employment practices or in the furnishing of services to recipients. CONTRACTOR shall ensure that the evaluation and treatment of its employees and applicants for employment and all persons receiving and requesting services are free of such discrimination. CONTRACTOR and any subcontractor shall, in the performance of this Agreement, fully comply with all federal, state, and local laws and regulations which prohibit discrimination. The provision of services primarily or exclusively to such target population as may be designated in this Agreement shall not be deemed to be prohibited discrimination.

12. **COMPLIANCE WITH TERMS OF STATE OR FEDERAL GRANT.** If this Agreement has been or will be funded with monies received by the County pursuant to a contract with the state or federal government in which the County is the grantee, CONTRACTOR will comply with all the provisions of said contract, to the extent applicable to CONTRACTOR as a subgrantee under said contract, and said provisions shall be deemed a part of this Agreement, as though fully set forth herein. Upon request, County will deliver a copy of said contract to CONTRACTOR, at no cost to CONTRACTOR.

13. **COMPLIANCE WITH APPLICABLE LAWS.**

13.01 CONTRACTOR shall keep itself informed of and in compliance with all federal, state, and local laws, ordinances, regulations, and orders, including but not limited to all state and federal tax laws that may affect in any manner the Project or the performance of the Services or those engaged to perform Services under this Agreement as well as any privacy laws including, if applicable, Health Insurance Portability and Accountability Act (HIPAA). CONTRACTOR shall procure all permits and licenses, pay all charges and fees, and give all notices require by law in the performance of the Services.

13.02 CONTRACTOR shall report immediately to County’s Contracts/Purchasing Officer, in writing, any discrepancy or inconsistency it discovers in the laws, ordinances, regulations, orders, and/or guidelines in relation to the Project of the performance of the Services.

13.03 All documentation prepared by CONTRACTOR shall provide for a completed project that conforms to all applicable codes, rules, regulations, and guidelines that are in force at the time such documentation is prepared.

14. **INDEPENDENT CONTRACTOR.** In the performance of work, duties, and obligations under this Agreement, CONTRACTOR is at all times acting and performing as an independent contractor and not as an employee of the County. No offer or obligation of permanent employment with the County or particular County department or agency is intended in any manner, and CONTRACTOR shall not become entitled by virtue of this Agreement to receive from County any form of employee benefits including but not limited to sick leave, vacation, retirement benefits, workers’ compensation coverage, insurance or disability benefits. CONTRACTOR shall be solely liable for and obligated to pay directly all applicable taxes, including federal and state income taxes and social security, arising out of CONTRACTOR’s performance of this Agreement. In connection therewith, CONTRACTOR shall defend, indemnify, and hold County harmless from any and all liability, which County may incur because of CONTRACTOR’s failure to pay such taxes.

15. **NOTICES.** Notices required under this Agreement shall be delivered personally or by first-class, postage pre-paid mail to the County and CONTRACTOR’s Contract Administrators at the addresses listed below:

FOR COUNTY:	FOR CONTRACTOR:
Dalia Mariscal-Martinez, Management Analyst III Name and Title	Michael Couacaud, PE, Vice President Name and Title
1441 Schilling Place, 2nd Floor Salinas, California 93901 Address	1850 Gateway Boulevard, Suite 1075 Concord, California 94520 Address
(831) 755-8966 Phone	(415) 725-3903 Phone

16. **MISCELLANEOUS PROVISIONS.**

16.01 Conflict of Interest. CONTRACTOR represents that it presently has no interest and agrees not to acquire any interest during the term of this Agreement, which would directly or indirectly conflict in any manner or to any degree with the full and complete performance of the professional services required to be rendered under this Agreement.

16.02 Amendment. This Agreement may be amended or modified only by an instrument in writing signed by the County and the CONTRACTOR.

16.03 Waiver. Any waiver of any terms and conditions of this Agreement must be in writing and signed by the County and the CONTRACTOR. A waiver of any of the terms and conditions of this Agreement shall not be construed as a waiver of any other terms or conditions in this Agreement.

- 16.04 Contractor. The term “CONTRACTOR” as used in this Agreement includes CONTRACTOR’s officers, agents, and employees acting on CONTRACTOR’s behalf in the performance of this Agreement.
- 16.05 Disputes. CONTRACTOR shall continue to perform under this Agreement during any dispute.
- 16.06 Assignment and Subcontracting. The CONTRACTOR shall not assign, sell, or otherwise transfer its interest or obligations in this Agreement without the prior written consent of the County. None of the services covered by this Agreement shall be subcontracted without the prior written approval of the County. Notwithstanding any such subcontract, CONTRACTOR shall continue to be liable for the performance of all requirements of this Agreement.
- 16.07 Successors and Assigns. This Agreement and the rights, privileges, duties, and obligations of the County and CONTRACTOR under this Agreement, to the extent assignable or delegable, shall be binding upon and inure to the benefit of the parties and their respective successors, permitted assigns, and heirs.
- 16.08 Headings. The headings are for convenience only and shall not be used to interpret the terms of this Agreement.
- 16.09 Time is of the Essence. Time is of the essence in each and all of the provisions of this Agreement.
- 16.10 Governing Law. This Agreement shall be governed by and interpreted under the laws of the State of California.
- 16.11 Non-exclusive Agreement. This Agreement is non-exclusive and both County and CONTRACTOR expressly reserve the right to contract with other entities for the same or similar services.
- 16.12 Construction of Agreement. The County and CONTRACTOR agree that each party has fully participated in the review and revision of this Agreement and that any rule of construction to the effect that ambiguities are to be resolved against the drafting party shall not apply in the interpretation of this Agreement or any amendment to this Agreement.
- 16.13 Authority. Any individual executing this Agreement on behalf of the County or the CONTRACTOR represents and warrants hereby that he or she has the requisite authority to enter into this Agreement on behalf of such party and bind the party to the terms and conditions of this Agreement.
- 16.14 Integration. This Agreement, including the exhibits, represent the entire Agreement between the County and the CONTRACTOR with respect to the subject matter of this Agreement and shall supersede all prior negotiations, representations, or agreements, either written or oral, between the County and the CONTRACTOR as of the effective date of this Agreement, which is the date that the County signs the Agreement.

16.15 Interpretation of Conflicting Provisions. In the event of any conflict or inconsistency between the provisions of this Agreement and the Provisions of any exhibit or other attachment to this Agreement, the provisions of this Agreement shall prevail and control.

16.16 Independent Contractor Compliance with Government Code Section 1097.6 (c). This section applies to those situations when a contractor/consultant is awarded a Contract for a preliminary phase of a project, with future phases to be bid separately. This section does not apply to those situations when a Contract is awarded for multiple phases of a project under a single contract/proposal. When applicable, and as described below, contractor/consultant's duties and services under this agreement shall not include preparing or assisting the public entity with any portion of the public entity's preparation of a request for proposals, request for qualifications, or any other solicitation regarding a subsequent or additional contract with the public entity. The public entity entering this agreement shall at all times retain responsibility for public contracting, including with respect to any subsequent phase of this project. Contractor/consultant's participation in the planning, discussions, or drawing of project plans or specifications shall be limited to conceptual, preliminary, or initial plans or specifications. Contractor/consultant shall cooperate with the public entity to ensure that all bidders for a subsequent contract on any subsequent phase of this project have access to the same information, including all conceptual, preliminary, or initial plans or specifications prepared by contractor pursuant to this agreement.

17. CONSENT TO USE OF ELECTRONIC SIGNATURES.

17.01 The parties to this Agreement consent to the use of electronic signatures via DocuSign to execute this Agreement. The parties understand and agree that the legality of electronic signatures is governed by state and federal law, 15 USC Section 7001 *et seq.*; California Government Code Section 16.5; and, California Civil Code Section 1633.1 *et seq.* Pursuant to said state and federal law as may be amended from time to time, the parties to this Agreement hereby authenticate and execute this Agreement, and any and all Exhibits to this Agreement, with their respective electronic signatures, including any and all scanned signatures in portable document format (PDF).

17.02 Counterparts. The parties to this Agreement understand and agree that this Agreement can be executed in two (2) or more counterparts and transmitted electronically via facsimile transmission or by delivery of a scanned counterpart in PDF via email transmittal.

17.03 Form: Delivery by E-Mail or Facsimile. Executed counterparts of this Agreement may be delivered by facsimile transmission or by delivery of a scanned counterpart in PDF by e-mail transmittal, in either case with delivery confirmed. On such confirmed delivery, the signatures in the facsimile or PDF data file shall be deemed to have the same force and effect as if the manually signed counterpart or counterparts had been delivered to the other party in person.

***** THIS SECTION INTENTIONALLY LEFT BLANK *****

IN WITNESS WHEREOF, County and CONTRACTOR have executed this Agreement as of the day and year written below.

COUNTY OF MONTEREY

CONTRACTOR

By: _____
Chief Contracts & Procurement Officer

Date: _____

By: _____
Department Head (if applicable)

Date: _____

By: _____
Board of Supervisors (if applicable)

Date: _____

Approved as to Form
Office of the County Counsel¹

Susan K. Blich, County Counsel

By: *Mary Grace Perry, Deputy County Counsel*
76A18B9BA72D498... County Counsel

Date: 11/4/2025 | 4:54 PM PST

Approved as to Fiscal Provisions²

By: *Patricia Ruiz*
E79EF64E57454F6... Auditor/Controller

Date: 11/5/2025 | 9:52 AM PST

Reviewed as to Liability Provisions
Office of the County Counsel-Risk Management³

By: _____
David Bolton, Risk Manager

Date: _____

TRC Engineers, Inc.
Contractor's Business Name*

DocuSigned by:
By: *Michael Couacaud*
FDCC8558BE1D45F
(Signature of Chair, President, or Vice-President)*

Michael Couacaud, Vice President
Name and Title
Date: 11/4/2025 | 10:26 AM PST

Signed by:
By: *Grant Ratkovic*
OFCC... (Signature of Secretary, Asst. Secretary, CFO, Treasurer or Asst. Treasurer)*

Grant J. Ratkovic, Assistant Secretary
Name and Title
Date: 11/4/2025 | 4:38 PM PST

County Board of Supervisors' Agreement Number: _____.

*INSTRUCTIONS: If CONTRACTOR is a corporation, including non-profit corporations, the full legal name of the corporation shall be set forth above together with the signatures of two (2) specified officers (California Corporations Code § 313). If CONTRACTOR is a Limited Liability Corporation (LLC), the full legal name of the LLC shall be set forth above together with the signatures of either 1) any member, or 2) two (2) managers (Corporations Code §17703.01, subds. (a) and (d)). If CONTRACTOR is a partnership, the full legal name of the partnership shall be set forth above together with the signature of a partner who has authority to execute on behalf of the partnership. If CONTRACTOR is contracting in an individual capacity, the individual shall set forth the name of the business, if any, and shall personally sign.

¹Approval by the Office of County Counsel is required.

²Approval by Auditor/Controller is required.

³Review by Risk Manager is required only if changes are made in the Indemnification or Insurance paragraphs.

EXHIBIT A - SCOPE OF SERVICES/PAYMENT PROVISIONS

**To Agreement by and between
County of Monterey, hereinafter referred to as “County”
and
TRC Engineers, Inc., hereinafter referred to as “CONTRACTOR”**

A. SCOPE OF SERVICES

A.1 CONTRACTOR shall provide services and staff, and otherwise do all things necessary for or incidental to the performance of work, as set forth below:

A.1.1 CONTRACTOR’s Minimum Work Performance Percentage: CONTRACTOR shall perform with their own organization Agreement work amounting to not less than fifty percent (50%) of the original total Agreement price. CONTRACTOR shall not assign, subcontract, sell, or otherwise transfer its interest or obligations in this Agreement without the prior written consent of County.

A.1.2 The scope of services includes in general construction management and engineering inspection services for various construction projects within the County. The construction projects include the repair and upgrade of existing roadways, drainage facilities, and traffic control devices.

A.1.3 The broad scope requires a diversity of expertise and the ability to deal with a number of specialized construction contract issues. Of particular concern are the qualifications and experience of the individual(s) who will be directly involved in the project(s), as they relate to the California Department of Transportation (Caltrans).

A.1.4 The construction management effort shall include, but not be limited to, the following services and requirements:

Contract Administration:

Provide overall coordination of construction management services, including supervision of contract administration, labor compliance, Disadvantaged Business Enterprise (DBE) programs, field observations and outside services. Attend regularly scheduled project meetings with County or CONTRACTOR representatives to review the progress of the work, resolve field problems as they occur, and perform project related public relations with the public and outside agencies such as the United States Army Corps of Engineers (USACE) and the California Department of Fish and Wildlife (CDFW).

General Inspection:

Provide daily inspections and supervision of the work of the construction contractor’s operations as construction progresses and promptly report and resolve problems regarding performance and/or conformity with the drawings and specifications, including contract administration and construction engineering of

EXHIBIT A - SCOPE OF SERVICES/PAYMENT PROVISIONS

the assigned project. Assist County Resident Engineer in managing construction operations. In accordance with the State Standard Specifications and Special Provisions, ensure that all utility work is coordinated with the appropriate utility company and that all the appropriate permits and inspections are obtained for all items of work.

Change Orders:

In accordance with State Standard Specifications, Special Provisions, and County format, prepare, process, and make recommendations on change orders. County will approve all change orders which are acceptable to County.

Surveying:

Coordinate and supervise construction surveying and staking. Construction staking is to be included in the services provided by CONTRACTOR.

Material Testing:

Coordinate, interpret, certify, and supervise all required soils and material tests in accordance with Caltrans test methods and Standard Specifications. CONTRACTOR shall provide County with a Caltrans certified material testing company to provide material testing services per Caltrans Standard Specifications.

Test Data:

Review and approve copies of certificates of compliance, independent testing laboratory reports, and manufacturer's shop or mill tests to ensure conformance with contract specifications.

Plan Interpretation:

With the assistance of County Resident Engineer, as needed, to interpret the intent of the plans and specifications to protect County against defects and deficiencies in construction on the part of the construction contractor.

Pre-Construction Conference:

Assist in the pre-construction meeting with construction contractor and other project participants. This discussion affords all the parties of the construction contract a common understanding of the proposed work and problems, and possible solutions that may be expected during the life of the construction contract. Labor compliance, equal employment opportunity, safety requirements, water pollution requirements, agreements, and permits shall also be discussed. Respond to questions construction contractor may have and address issues that need to be resolved before work commences.

Safety and Accidents:

Assume the duties of the Project Safety Coordinator. Ensure construction contractor complies with all safety orders, Federal and State, and permits through normal contract administration procedures. Document all incidents with

EXHIBIT A - SCOPE OF SERVICES/PAYMENT PROVISIONS

photographs and written reports. Manage safety precautions through construction contractor for the public in construction areas.

Approval Schedule:

Prepare a schedule (using Microsoft Project) indicating all items that will be submitted by construction contractor for review and approval requiring action by County. Furnish appropriate forms, as necessary, and monitor the construction contractor's adherence to the schedule.

False Work and Shop Drawings:

Keep records, provide timely engineering review, and prepare written recommendations certifying the adequacy of construction contractor's submittal for false work as well as construction of false work. Coordinate, document, and make engineering recommendations in writing on approval of shop drawings. Final submittal approvals shall be made in consultation with County.

Progress Statements:

Prepare and provide monthly progress statements meeting County requirements including the following: monthly estimates on all items of work with source documents to verify progress payments. Submit weekly copies of daily diaries to County. Submit a copy of the baseline progress schedule and monthly updates as required by the Special Provisions.

Final Walk-through and Final Inspection:

Conduct project walk-through prior to completion of construction. Minutes of this walk-through shall be completed by CONTRACTOR and a copy shall be sent to County. The final walk-through list of attendees shall be coordinated with County. CONTRACTOR shall complete a final inspection of the project and complete the required Final Report forms.

As-Built Plans:

Provide County with an electronic as-built plan file complete with redline changes or corrections. Such plans will be based upon information obtained from field measurements and observations made during project construction and approved contract change orders. The electronic signature and seal of the responsible Registered Resident Engineer or Construction Engineer will be placed in the file on Level 62 (refer to "Highway Design and Topography Information" on Page 2.5-2 of the *Caltrans Computer Aided Design & Drafting (CADD) User's Manual*).

Contract Records:

At the completion of the project, submit the original set of construction books to County cataloged in accordance with Chapter 5, Section 5-102, "Organization of Project Documents," of the *Caltrans Construction Manual* and as directed by County. These records shall include all correspondence, meeting minutes, photographs, agreements, hazardous waste material information and tests, labor

EXHIBIT A - SCOPE OF SERVICES/PAYMENT PROVISIONS

compliance, contract administration forms, bridge work, diaries, contract item quantity documents, contract change orders, project status sheets, project record-estimate and project status, disputes, project completion documents, etc.

- A.1.5 Services shall be provided on an on-call basis. County shall contact CONTRACTOR with regards to an individual task and/or project. CONTRACTOR shall then submit a detailed proposal that shall include at minimum assigned CONTRACTOR staff, relevant task, deliverables, schedule, and cost.
 - A.1.6 The exact scope for construction management services will be determined prior to a notice to proceed for a specific task and/or project. County may negotiate the scope and cost of the proposal prior to issuance of the notice to proceed. County has the right to reject any submitted proposal.
 - A.1.7 CONTRACTOR shall advocate for County and ensure the project produced is in the best interest of County. CONTRACTOR shall deliver products on or ahead of the required schedule and within budget.
 - A.1.8 All work shall be performed in conformance with all applicable County, State and Federal laws relevant to the specific project scope.
 - A.1.9 In compliance with RFQ #10914, if the project for which CONTRACTOR is ultimately hired for is funded with Federal Highway Administration (FHWA) funds, CONTRACTOR will be required to comply with Federal Provisions. Caltrans Local Assistance Procedures Manual (LAPM), Federal Provisions in Exhibit B, attached hereto and incorporated by reference, shall be completed separately for each individual project by CONTRACTOR and submitted to County for approval prior to County issuing CONTRACTOR with a notice to proceed for the project.
 - A.1.10 County will issue CONTRACTOR a Delivery Order (DO) number for each individual task and/or project in the amount agreed upon by both parties and after County provides a notice to proceed. DO numbers for each task and/or project will close at the end of each fiscal year (July 1–June 30) and, if necessary, may be reissued at the start of the following fiscal year to allow completion of the task and/or project. The CONTRACTOR should note that County DO numbers change with each fiscal year; therefore, the DO number assigned to a task and/or project may differ from its start to its completion.
- A.2** CONTRACTOR shall produce all deliverables (e.g., written reports, installed products, etc.) associated with the assigned task(s) by the deadline specified by the County.

EXHIBIT A - SCOPE OF SERVICES/PAYMENT PROVISIONS

B. PAYMENT PROVISIONS

B.1 COMPENSATION/PAYMENT

County shall pay an amount not to exceed **\$3,000,000**, for the performance of all things necessary for or incidental to the performance of work as set forth in the Scope of Services. CONTRACTOR's compensation for services rendered shall be based on the rates as included in this Exhibit A and in accordance with the following terms:

County and CONTRACTOR agree that CONTRACTOR shall be reimbursed for travel expenses during this Agreement. CONTRACTOR shall receive compensation for travel expenses as per the "County Travel Policy". A copy of the policy is available online at <https://www.countyofmonterey.gov/home/showdocument?id=69364>. To receive reimbursement, CONTRACTOR must provide a detailed breakdown of authorized expenses, identifying what was expended and when.

County and CONTRACTOR agree that CONTRACTOR and its subcontractors shall be reimbursed for mileage based upon the Internal Revenue Service (IRS) standard business mileage rate at the time of travel.

CONTRACTOR agrees that pursuant to Labor Code Section 1771, not less than general prevailing rate of per diem wages shall be paid to all workers employed on any public work projects in excess of one thousand dollars (\$1,000).

Under California Labor Code sections 1720 et seq., a contract for some or all of the work contemplated by RFQ #10914 may be considered a public work. If applicable, CONTRACTOR shall comply with provisions of the Labor Code (sections 1720 et seq.) governing public works, including payment of prevailing wages, payroll records, and employment of apprentices. Copies of the determination of the general prevailing rate of per diem wages are available to interested parties at: <http://www.dir.ca.gov/public-works/prevailing-wage.html>.

Travel expenses for federally funded projects shall be reimbursed in accordance with California Department of Human Resources' (CalHR) rates <https://hrmanual.calhr.ca.gov/home/manualitem/1/2201>.

CONTRACTOR warrants that the cost charged for services under the terms of this Agreement are not in excess of those charged to any other client for the same services performed by the same individuals.

B.2 CONTRACTOR'S BILLING PROCEDURES

Invoices under this Agreement shall be submitted monthly and promptly, and in accordance with Section 6, "Payment Conditions", of the Agreement. All invoices shall reference the Agreement's Multi-Year Agreement (MYA) number and associated DO number, services and/or project name, County Project Manager, and an original hardcopy

EXHIBIT A - SCOPE OF SERVICES/PAYMENT PROVISIONS

shall be sent to the following address or via email to PWFP-Finance-AP@countyofmonterey.gov with a copy to goetzj@countyofmonterey.gov:

County of Monterey
Department of Public Works, Facilities and Parks (PWFP) – Finance Division
1441 Schilling Place, South 2nd Floor
Salinas, California 93901-4527

Any questions pertaining to invoices under this Agreement shall be directed to the PWFP Finance Division at (831) 755-4800 or via email to: PWFP-Finance-AP@countyofmonterey.gov.

County may, in its sole discretion, terminate the Agreement or withhold payments claimed by CONTRACTOR for services rendered if CONTRACTOR fails to satisfactorily comply with any term or condition of this Agreement.

No payments in advance or in anticipation of services or supplies to be provided under this Agreement shall be made by County.

County shall not pay any claims for payment for services submitted more than twelve (12) months after the calendar month in which the services were completed.

DISALLOWED COSTS: CONTRACTOR is responsible for any audit exceptions or disallowed costs incurred by its own organization or that of its subcontractors.

MONTEREY COUNTY | ON-CALL CONSTRUCTION SUPPORT SERVICES for County of Monterey Construction Projects

EXHIBIT 10-H2 COST PROPOSAL | SPECIFIC RATE OF COMPENSATION (USE FOR ON-CALL OR AS-NEEDED CONTRACTS)

(CONSTRUCTION ENGINEERING AND INSPECTION CONTRACTS)

Consultant TRC Engineers, Inc. Prime Consultant Subconsultant 2nd Tier Subconsultant
 Project No. _____ Contract No. _____ Participation Amount \$ _____ Date 10/24/2025

For Combined Rate						
Fringe Benefit %	+	Overhead %	+	General Administration %	=	Combined ICR %
OR						
Fringe Benefit %	<u>51.19%</u>	+	Overhead %	<u>116.95%</u>	+	General Administration %
				<u>0.00%</u>	=	Home Office ICR %
						<u>168.14%</u>
For Field Office Rate						
Fringe Benefit %	<u>51.19%</u>	+	Overhead %	<u>87.16%</u>	+	General Administration %
				<u>0.00%</u>	=	Field Office ICR %
						<u>138.35%</u>

FEE % 10.0%
 Escalation % = 3.0%
 FCCM Fee: 0.411%

BILLING INFORMATION

CALCULATION INFORMATION

Name/Job Title/Classification ¹		Hourly Billing Rates ³			Effective date of hourly rate		Actual or Avg. hourly rate ⁴	% or \$ increase	Hourly range - for classifications only
		Straight	OT (1.5x)	OT (2x)					
*Leaman, Lincoln, PE, QSD Principal-In-Charge	Field	350.99	NC	NC	11/21/2025	11/20/2026	133.66		Not Applicable
		361.52	NC	NC	11/21/2026	11/20/2027	137.67	3.0%	
		372.36	NC	NC	11/21/2027	11/20/2028	141.80	3.0%	
	Exempt - Billable over 40	383.53	NC	NC	11/21/2028	11/20/2029	146.05	3.0%	
	Non-Prevailing Wage	395.04	NC	NC	11/21/2029	11/20/2030	150.44	3.0%	
*Michael Couacaud, PE Project Manager	Field	350.99	NC	NC	11/21/2025	11/20/2026	133.66		Not Applicable
		361.52	NC	NC	11/21/2026	11/20/2027	137.67	3.0%	
		372.36	NC	NC	11/21/2027	11/20/2028	141.80	3.0%	
	Exempt - Billable over 40	383.52	NC	NC	11/21/2028	11/20/2029	146.05	3.0%	
	Non-Prevailing Wage	395.02	NC	NC	11/21/2029	11/20/2030	150.43	3.0%	
*Pavitra Rammohan, PE Deputy Project Manager / Resident Engineer	Field	350.99	NC	NC	11/21/2025	11/20/2026	133.66		Not Applicable
		361.52	NC	NC	11/21/2026	11/20/2027	137.67	3.0%	
		372.36	NC	NC	11/21/2027	11/20/2028	141.80	3.0%	
	Exempt - Billable over 40	383.52	NC	NC	11/21/2028	11/20/2029	146.05	3.0%	
	Non-Prevailing Wage	395.02	NC	NC	11/21/2029	11/20/2030	150.43	3.0%	
Gareth Gill, PE Resident Engineer	Field	211.81	NC	NC	11/21/2025	11/20/2026	80.66		Not Applicable
		218.16	NC	NC	11/21/2026	11/20/2027	83.08	3.0%	
		224.70	NC	NC	11/21/2027	11/20/2028	85.57	3.0%	
	Exempt - Billable over 40	231.45	NC	NC	11/21/2028	11/20/2029	88.14	3.0%	
	Non-Prevailing Wage	238.38	NC	NC	11/21/2029	11/20/2030	90.78	3.0%	
Fernando Abela, PE Resident Engineer	Field	257.34	306.94	356.15	11/21/2025	11/20/2026	98.00		Not Applicable
		265.06	316.15	366.83	11/21/2026	11/20/2027	100.94	3.0%	
		273.02	325.65	377.84	11/21/2027	11/20/2028	103.97	3.0%	
	Non-Exempt - Full Time	281.21	335.42	389.18	11/21/2028	11/20/2029	107.09	3.0%	
	Non-Prevailing Wage	289.64	345.47	400.85	11/21/2029	11/20/2030	110.30	3.0%	
Mo Shokrollahi, PE Resident Engineer	Field	288.85	344.53	399.75	11/21/2025	11/20/2026	110.00		Not Applicable
		297.53	354.88	411.76	11/21/2026	11/20/2027	113.30	3.0%	
		306.45	365.52	424.11	11/21/2027	11/20/2028	116.70	3.0%	
	Non-Exempt - Full Time	315.64	376.48	436.83	11/21/2028	11/20/2029	120.20	3.0%	
	Non-Prevailing Wage	325.12	387.79	449.95	11/21/2029	11/20/2030	123.81	3.0%	
Raphael Garcia, PLA, PMP Resident Engineer	Field	341.37	NC	NC	11/21/2025	11/20/2026	130.00		Not Applicable
		351.62	NC	NC	11/21/2026	11/20/2027	133.90	3.0%	
		362.18	NC	NC	11/21/2027	11/20/2028	137.92	3.0%	
	Exempt - Billable over 40	373.04	NC	NC	11/21/2028	11/20/2029	142.06	3.0%	
	Non-Prevailing Wage	384.23	NC	NC	11/21/2029	11/20/2030	146.32	3.0%	
Olubenga "Benga" Olayomi Resident Engineer	Field	256.95	NC	NC	11/21/2025	11/20/2026	97.85		Not Applicable
		264.67	NC	NC	11/21/2026	11/20/2027	100.79	3.0%	
		272.60	NC	NC	11/21/2027	11/20/2028	103.81	3.0%	
	Exempt - Billable over 40	280.77	NC	NC	11/21/2028	11/20/2029	106.92	3.0%	
	Non-Prevailing Wage	289.19	NC	NC	11/21/2029	11/20/2030	110.13	3.0%	
Dustin Rath, PE, GE, QSD/P, CCM Resident Engineer	Field	302.80	NC	NC	11/21/2025	11/20/2026	115.31		Not Applicable
		311.89	NC	NC	11/21/2026	11/20/2027	118.77	3.0%	
		321.23	NC	NC	11/21/2027	11/20/2028	122.33	3.0%	
	Exempt - Billable over 40	330.87	NC	NC	11/21/2028	11/20/2029	126.00	3.0%	
	Non-Prevailing Wage	340.79	NC	NC	11/21/2029	11/20/2030	129.78	3.0%	
Albert Williamson, PE Resident Engineer	Field	195.24	232.88	270.20	11/21/2025	11/20/2026	74.35		Not Applicable
		201.09	239.85	278.30	11/21/2026	11/20/2027	76.58	3.0%	
		207.13	247.06	286.66	11/21/2027	11/20/2028	78.88	3.0%	
	Non-Exempt - Full Time	213.36	254.49	295.28	11/21/2028	11/20/2029	81.25	3.0%	
	Non-Prevailing Wage	219.76	262.13	304.14	11/21/2029	11/20/2030	83.69	3.0%	
Kirk Brandt Resident Engineer	Field	301.98	NC	NC	11/21/2025	11/20/2026	115.00		Not Applicable
		311.05	NC	NC	11/21/2026	11/20/2027	118.45	3.0%	
		320.37	NC	NC	11/21/2027	11/20/2028	122.00	3.0%	
	Exempt - Billable over 40	329.98	NC	NC	11/21/2028	11/20/2029	125.66	3.0%	
	Non-Prevailing Wage	339.88	NC	NC	11/21/2029	11/20/2030	129.43	3.0%	
Jaswinder "Jesse" Sandhu, PE Resident Engineer	Field	292.25	348.59	404.45	11/21/2025	11/20/2026	111.29		Not Applicable
		301.01	359.04	416.58	11/21/2026	11/20/2027	114.63	3.0%	
		310.05	369.82	429.09	11/21/2027	11/20/2028	118.07	3.0%	
	Non-Exempt - Full Time	319.34	380.90	441.95	11/21/2028	11/20/2029	121.61	3.0%	
	Non-Prevailing Wage	328.92	392.32	455.21	11/21/2029	11/20/2030	125.26	3.0%	

Name/Job Title/Classification ¹	Hourly Billing Rates ³			Effective date of hourly rate		Actual or Avg. hourly rate ⁴	% or \$ increase	Hourly range - for classifications only	
	Straight	OT (1.5x)	OT (2x)						
Cory McDaniel Resident Engineer	Field	262.60 270.47 278.59	313.22 322.60 332.29	363.42 374.32 385.55	11/21/2025 11/21/2026 11/21/2027	11/20/2026 11/20/2027 11/20/2028	100.00 103.00 106.09		Not Applicable
Non-Exempt - Full Time Non-Prevailing Wage		286.94 295.55	342.25 352.52	397.11 409.03	11/21/2028 11/21/2029	11/20/2029 11/20/2030	109.27 112.55	3.0% 3.0%	
Ravin Maru, PE Resident Engineer	Field	210.97 217.30 223.81	251.64 259.19 266.96	291.97 300.73 309.74	11/21/2025 11/21/2026 11/21/2027	11/20/2026 11/20/2027 11/20/2028	80.34 82.75 85.23		Not Applicable
Non-Exempt - Full Time Non-Prevailing Wage		230.53 237.44	274.97 283.21	319.04 328.60	11/21/2028 11/21/2029	11/20/2029 11/20/2030	87.79 90.42	3.0% 3.0%	
David Sluga, PE, QSD/P, ToR Resident Engineer	Field	221.97 228.64 235.50	264.76 272.72 280.89	307.19 316.43 325.92	11/21/2025 11/21/2026 11/21/2027	11/20/2026 11/20/2027 11/20/2028	84.53 87.07 89.68		Not Applicable
Non-Exempt - Full Time Non-Prevailing Wage		242.56 249.83	289.32 297.99	335.69 345.75	11/21/2028 11/21/2029	11/20/2029 11/20/2030	92.37 95.14	3.0% 3.0%	
Ken Strauss, PE Resident Engineer	Field	275.72 283.99 292.51	328.87 338.74 348.90	381.58 393.03 404.82	11/21/2025 11/21/2026 11/21/2027	11/20/2026 11/20/2027 11/20/2028	105.00 108.15 111.39		Not Applicable
Non-Exempt - Full Time Non-Prevailing Wage		301.27 310.31	359.35 370.13	416.94 429.45	11/21/2028 11/21/2029	11/20/2029 11/20/2030	114.73 118.17	3.0% 3.0%	
George Valuska, PE Resident Engineer	Field	269.95 278.04 286.39	321.98 331.63 341.59	373.60 384.79 396.35	11/21/2025 11/21/2026 11/21/2027	11/20/2026 11/20/2027 11/20/2028	102.80 105.88 109.06		Not Applicable
Non-Exempt - Full Time Non-Prevailing Wage		294.97 303.83	351.83 362.39	408.22 420.48	11/21/2028 11/21/2029	11/20/2029 11/20/2030	112.33 115.70	3.0% 3.0%	
Daniel Stewart ** Construction Inspector - Group 2	Field	199.39 205.37 211.53	229.20 236.08 243.16	258.71 266.47 274.47	11/21/2025 11/21/2026 11/21/2027	11/20/2026 11/20/2027 11/20/2028	76.05 78.33 80.68		Not Applicable
Non-Exempt - Full Time Prevailing Wage		217.88 224.40	250.46 257.97	282.71 291.17	11/21/2028 11/21/2029	11/20/2029 11/20/2030	83.10 85.59	3.0% 3.0%	
Daniel Stewart ** Construction Inspector - Group 2	Field	218.66 225.22 231.98	252.20 259.76 267.56	285.39 293.96 302.78	11/21/2025 11/21/2026 11/21/2027	11/20/2026 11/20/2027 11/20/2028	83.40 85.90 88.48		Not Applicable
Non-Exempt - Full Time Prevailing Wage		238.93 246.09	275.58 283.85	311.86 321.21	11/21/2028 11/21/2029	11/20/2029 11/20/2030	91.13 93.86	3.0% 3.0%	
Daniel Stewart ** Construction Inspector - Group 2	Field	167.14 172.16 177.33	199.36 205.34 211.52	231.31 238.26 245.42	11/21/2025 11/21/2026 11/21/2027	11/20/2026 11/20/2027 11/20/2028	63.65 65.56 67.53		Not Applicable
Non-Exempt - Full Time Non-Prevailing Wage		182.67 188.15	217.88 224.42	252.80 260.39	11/21/2028 11/21/2029	11/20/2029 11/20/2030	69.56 71.65	3.0% 3.0%	
Alan Alvarez ** Construction Inspector - Group 2	Field	219.58 226.16 232.95	249.44 256.91 264.62	284.96 293.51 302.32	11/21/2025 11/21/2026 11/21/2027	11/20/2026 11/20/2027 11/20/2028	83.75 86.26 88.85		Not Applicable
Non-Exempt - Full Time Prevailing Wage		239.95 247.16	272.57 280.75	311.40 320.75	11/21/2028 11/21/2029	11/20/2029 11/20/2030	91.52 94.27	3.0% 3.0%	
Alan Alvarez ** Construction Inspector - Group 2	Field	238.85 246.01 253.38	272.42 280.59 289.00	305.62 314.79 324.23	11/21/2025 11/21/2026 11/21/2027	11/20/2026 11/20/2027 11/20/2028	91.10 93.83 96.64		Not Applicable
Non-Exempt - Full Time Prevailing Wage		260.98 268.82	297.67 306.60	333.95 343.97	11/21/2028 11/21/2029	11/20/2029 11/20/2030	99.54 102.53	3.0% 3.0%	
Alan Alvarez ** Construction Inspector - Group 2	Field	195.01 200.86 206.87	232.60 239.58 246.75	269.88 277.98 286.30	11/21/2025 11/21/2026 11/21/2027	11/20/2026 11/20/2027 11/20/2028	74.26 76.49 78.78		Not Applicable
Non-Exempt - Full Time Non-Prevailing Wage		213.07 219.45	254.14 261.76	294.88 303.71	11/21/2028 11/21/2029	11/20/2029 11/20/2030	81.14 83.57	3.0% 3.0%	
Michael Harden ** Construction Inspector - Group 2	Field	180.23 185.63 191.19	210.02 216.32 222.80	240.86 248.09 255.52	11/21/2025 11/21/2026 11/21/2027	11/20/2026 11/20/2027 11/20/2028	68.74 70.80 72.92		Not Applicable
Non-Exempt - Full Time Prevailing Wage		196.93 202.83	229.48 236.36	263.19 271.08	11/21/2028 11/21/2029	11/20/2029 11/20/2030	75.11 77.36	3.0% 3.0%	
Michael Harden ** Construction Inspector - Group 2	Field	199.50 205.47 211.64	233.01 239.98 247.19	266.20 274.18 282.41	11/21/2025 11/21/2026 11/21/2027	11/20/2026 11/20/2027 11/20/2028	76.09 78.37 80.72		Not Applicable
Non-Exempt - Full Time Prevailing Wage		217.98 224.51	254.59 262.22	290.88 299.60	11/21/2028 11/21/2029	11/20/2029 11/20/2030	83.14 85.63	3.0% 3.0%	
Michael Harden ** Construction Inspector - Group 2	Field	169.16 174.23 179.46	201.77 207.82 214.05	234.11 241.13 248.36	11/21/2025 11/21/2026 11/21/2027	11/20/2026 11/20/2027 11/20/2028	64.42 66.35 68.34		Not Applicable
Non-Exempt - Full Time Non-Prevailing Wage		184.84 190.38	220.47 227.08	255.81 263.48	11/21/2028 11/21/2029	11/20/2029 11/20/2030	70.39 72.50	3.0% 3.0%	
Robert Pizarro ** Construction Inspector - Group 2	Field	191.16 196.90 202.80	220.97 227.60 234.43	250.47 257.99 265.72	11/21/2025 11/21/2026 11/21/2027	11/20/2026 11/20/2027 11/20/2028	72.91 75.10 77.35		Not Applicable
Non-Exempt - Full Time Prevailing Wage (Jobsite)		208.88 215.15	241.46 248.70	273.69 281.91	11/21/2028 11/21/2029	11/20/2029 11/20/2030	79.67 82.06	3.0% 3.0%	
Robert Pizarro ** Construction Inspector - Group 2	Field	210.43 216.75 223.25	243.96 251.28 258.81	277.15 285.47 294.03	11/21/2025 11/21/2026 11/21/2027	11/20/2026 11/20/2027 11/20/2028	80.26 82.67 85.15		Not Applicable
Non-Exempt - Full Time Prevailing Wage (Jobsite)		229.94 236.83	266.58 274.56	302.85 311.93	11/21/2028 11/21/2029	11/20/2029 11/20/2030	87.70 90.33	3.0% 3.0%	
Robert Pizarro ** Construction Inspector - Group 2	Field	162.28 167.14 172.16	193.56 199.36 205.34	224.59 231.31 238.26	11/21/2025 11/21/2026 11/21/2027	11/20/2026 11/20/2027 11/20/2028	61.80 63.65 65.56		Not Applicable
Non-Exempt - Full Time Non-Prevailing Wage		177.33 182.67	211.52 217.88	245.42 252.80	11/21/2028 11/21/2029	11/20/2029 11/20/2030	67.53 69.56	3.0% 3.0%	

Name/Job Title/Classification ¹	Hourly Billing Rates ³			Effective date of hourly rate		Actual or Avg. hourly rate ⁴	% or \$ increase	Hourly range - for classifications only
	Straight	OT (1.5x)	OT (2x)					
Johnathan Erikson ** Construction Inspector - Group 2 Non-Exempt - Full Time Prevailing Wage (Jobsite)	Field 215.20 221.65 228.31 235.15 242.21	245.05 252.39 259.97 267.76 275.80	277.91 286.25 294.85 303.69 312.81	11/21/2025 11/21/2026 11/21/2027 11/21/2028 11/21/2029	11/20/2026 11/20/2027 11/20/2028 11/20/2029 11/20/2030	82.08 84.54 87.08 89.69 92.38	3.0% 3.0% 3.0% 3.0%	Not Applicable
Johnathan Erikson ** Construction Inspector - Group 2 Non-Exempt - Full Time Prevailing Wage (Jobsite)	Field 234.47 241.50 248.73 256.21 263.89	268.03 276.07 284.33 292.88 301.67	301.23 310.27 319.57 329.17 339.04	11/21/2025 11/21/2026 11/21/2027 11/21/2028 11/21/2029	11/20/2026 11/20/2027 11/20/2028 11/20/2029 11/20/2030	89.43 92.11 94.87 97.72 100.65	3.0% 3.0% 3.0% 3.0%	Not Applicable
Johnathan Erikson ** Construction Inspector - Group 2 Non-Exempt - Full Time Non-Prevailing Wage	Field 189.34 195.01 200.86 206.87 213.07	225.83 232.60 239.58 246.75 254.14	262.03 269.88 277.98 286.30 294.88	11/21/2025 11/21/2026 11/21/2027 11/21/2028 11/21/2029	11/20/2026 11/20/2027 11/20/2028 11/20/2029 11/20/2030	72.10 74.26 76.49 78.78 81.14	3.0% 3.0% 3.0% 3.0%	Not Applicable
Mak Mo ** Construction Inspector - Group 2 Non-Exempt - Full Time Prevailing Wage (Jobsite)	Field 205.47 211.64 217.98 224.51 231.25	244.58 251.93 259.48 267.26 275.28	283.74 292.26 301.02 310.05 319.35	11/21/2025 11/21/2026 11/21/2027 11/21/2028 11/21/2029	11/20/2026 11/20/2027 11/20/2028 11/20/2029 11/20/2030	78.37 80.72 83.14 85.63 88.20	3.0% 3.0% 3.0% 3.0%	Not Applicable
Mak Mo ** Construction Inspector - Group 2 Non-Exempt - Full Time Prevailing Wage (Jobsite)	Field 224.74 231.48 238.43 245.59 252.96	258.29 266.03 274.02 282.24 290.71	295.66 304.53 313.67 323.09 332.78	11/21/2025 11/21/2026 11/21/2027 11/21/2028 11/21/2029	11/20/2026 11/20/2027 11/20/2028 11/20/2029 11/20/2030	85.72 88.29 90.94 93.67 96.48	3.0% 3.0% 3.0% 3.0%	Not Applicable
Mak Mo ** Construction Inspector - Group 2 Non-Exempt - Full Time Non-Prevailing Wage	Field 204.82 210.97 217.30 223.81 230.53	244.30 251.64 259.19 266.96 274.97	283.46 291.97 300.73 309.74 319.04	11/21/2025 11/21/2026 11/21/2027 11/21/2028 11/21/2029	11/20/2026 11/20/2027 11/20/2028 11/20/2029 11/20/2030	78.00 80.34 82.75 85.23 87.79	3.0% 3.0% 3.0% 3.0%	Not Applicable
John Mountain ** Construction Inspector - Group 2 Non-Exempt - Full Time Prevailing Wage (Jobsite)	Field 210.35 216.67 223.17 229.86 236.75	240.19 247.40 254.83 262.47 270.34	272.84 281.03 289.46 298.14 307.08	11/21/2025 11/21/2026 11/21/2027 11/21/2028 11/21/2029	11/20/2026 11/20/2027 11/20/2028 11/20/2029 11/20/2030	80.23 82.64 85.12 87.67 90.30	3.0% 3.0% 3.0% 3.0%	Not Applicable
John Mountain ** Construction Inspector - Group 2 Non-Exempt - Full Time Prevailing Wage (Jobsite)	Field 229.62 236.52 243.62 250.94 258.46	263.19 271.09 279.23 287.61 296.24	296.37 305.27 314.43 323.87 333.58	11/21/2025 11/21/2026 11/21/2027 11/21/2028 11/21/2029	11/20/2026 11/20/2027 11/20/2028 11/20/2029 11/20/2030	87.58 90.21 92.92 95.71 98.58	3.0% 3.0% 3.0% 3.0%	Not Applicable
John Mountain ** Construction Inspector - Group 2 Non-Exempt - Full Time Non-Prevailing Wage	Field 186.62 192.22 198.00 203.93 210.05	222.60 229.27 236.16 243.24 250.54	258.27 266.02 274.02 282.23 290.70	11/21/2025 11/21/2026 11/21/2027 11/21/2028 11/21/2029	11/20/2026 11/20/2027 11/20/2028 11/20/2029 11/20/2030	71.07 73.20 75.40 77.66 79.99	3.0% 3.0% 3.0% 3.0%	Not Applicable
Andrew Nowshadi ** Construction Inspector - Group 2 Non-Exempt - Full Time Prevailing Wage (Jobsite)	Field 196.43 202.33 208.41 214.65 221.10	226.24 233.03 240.02 247.22 254.64	255.75 263.43 271.33 279.46 287.85	11/21/2025 11/21/2026 11/21/2027 11/21/2028 11/21/2029	11/20/2026 11/20/2027 11/20/2028 11/20/2029 11/20/2030	74.92 77.17 79.49 81.87 84.33	3.0% 3.0% 3.0% 3.0%	Not Applicable
Andrew Nowshadi ** Construction Inspector - Group 2 Non-Exempt - Full Time Prevailing Wage (Jobsite)	Field 215.70 222.18 228.84 235.70 242.78	249.23 256.72 264.41 272.34 280.51	282.43 290.91 299.64 308.62 317.88	11/21/2025 11/21/2026 11/21/2027 11/21/2028 11/21/2029	11/20/2026 11/20/2027 11/20/2028 11/20/2029 11/20/2030	82.27 84.74 87.28 89.90 92.60	3.0% 3.0% 3.0% 3.0%	Not Applicable
Andrew Nowshadi ** Construction Inspector - Group 2 Non-Exempt - Full Time Non-Prevailing Wage	Field 164.52 169.46 174.54 179.77 185.16	196.24 202.13 208.19 214.42 220.85	227.68 234.52 241.56 248.79 256.25	11/21/2025 11/21/2026 11/21/2027 11/21/2028 11/21/2029	11/20/2026 11/20/2027 11/20/2028 11/20/2029 11/20/2030	62.65 64.53 66.47 68.46 70.51	3.0% 3.0% 3.0% 3.0%	Not Applicable
Julian Alvarez ** Construction Inspector - Group 2 Non-Exempt Prevailing Wage (Jobsite)	Field 214.89 221.34 227.97 234.81 241.87	244.74 252.08 259.64 267.42 275.46	277.72 286.06 294.64 303.48 312.60	11/21/2025 11/21/2026 11/21/2027 11/21/2028 11/21/2029	11/20/2026 11/20/2027 11/20/2028 11/20/2029 11/20/2030	81.96 84.42 86.95 89.56 92.25	3.0% 3.0% 3.0% 3.0%	Not Applicable
Julian Alvarez ** Construction Inspector - Group 2 Non-Exempt Prevailing Wage (Jobsite)	Field 234.16 241.18 248.42 255.87 263.55	267.72 275.75 284.02 292.54 301.32	300.92 309.94 319.24 328.82 338.69	11/21/2025 11/21/2026 11/21/2027 11/21/2028 11/21/2029	11/20/2026 11/20/2027 11/20/2028 11/20/2029 11/20/2030	89.31 91.99 94.75 97.59 100.52	3.0% 3.0% 3.0% 3.0%	Not Applicable
Julian Alvarez ** Construction Inspector - Group 2 Non-Exempt Non-Prevailing Wage	Field 189.34 195.01 200.86 206.87 213.07	225.83 232.60 239.58 246.75 254.14	262.03 269.88 277.98 286.30 294.88	11/21/2025 11/21/2026 11/21/2027 11/21/2028 11/21/2029	11/20/2026 11/20/2027 11/20/2028 11/20/2029 11/20/2030	72.10 74.26 76.49 78.78 81.14	3.0% 3.0% 3.0% 3.0%	Not Applicable

Name/Job Title/Classification ¹	Hourly Billing Rates ³			Effective date of hourly rate		Actual or Avg. hourly rate ⁴	% or \$ increase	Hourly range - for classifications only
	Straight	OT (1.5x)	OT (2x)					
Christopher Wilfong ** Construction Inspector - Group 2 Non-Exempt - Full Time Prevailing Wage (Jobsite)	Field	221.44	264.19	306.59	11/21/2025	11/20/2026	79.84	Not Applicable
		228.07	272.11	315.79	11/21/2026	11/20/2027	82.24	
		234.92	280.27	325.27	11/21/2027	11/20/2028	84.71	
		241.97	288.68	335.03	11/21/2028	11/20/2029	87.25	
	DAY	249.23	297.34	345.08	11/21/2029	11/20/2030	89.87	
Christopher Wilfong ** Construction Inspector - Group 2 Non-Exempt - Full Time Prevailing Wage (Jobsite)	Field	221.44	264.19	306.59	11/21/2025	11/20/2026	87.19	Not Applicable
		228.07	272.11	315.79	11/21/2026	11/20/2027	89.81	
		234.92	280.27	325.27	11/21/2027	11/20/2028	92.50	
		241.97	288.68	335.03	11/21/2028	11/20/2029	95.28	
	NIGHT	249.23	297.34	345.08	11/21/2029	11/20/2030	98.14	
Christopher Wilfong ** Construction Inspector - Group 2 Non-Exempt - Full Time Non-Prevailing Wage	Field	221.79	264.54	306.94	11/21/2025	11/20/2026	84.46	Not Applicable
		228.43	272.47	316.14	11/21/2026	11/20/2027	86.99	
		235.29	280.64	325.63	11/21/2027	11/20/2028	89.60	
		242.35	289.07	335.40	11/21/2028	11/20/2029	92.29	
		249.62	297.74	345.46	11/21/2029	11/20/2030	95.06	
Alfarouk Akili ** Construction Inspector - Group 2 Non-Exempt Prevailing Wage (Jobsite)	Field	226.21	259.76	299.70	11/21/2025	11/20/2026	86.28	Not Applicable
		233.00	267.56	308.69	11/21/2026	11/20/2027	88.87	
		240.00	275.59	317.96	11/21/2027	11/20/2028	91.54	
		247.21	283.87	327.50	11/21/2028	11/20/2029	94.29	
	DAY	254.63	292.38	337.34	11/21/2029	11/20/2030	97.12	
Alfarouk Akili ** Construction Inspector - Group 2 Non-Exempt Prevailing Wage (Jobsite)	Field	245.48	279.06	312.26	11/21/2025	11/20/2026	93.63	Not Applicable
		252.85	287.44	321.63	11/21/2026	11/20/2027	96.44	
		260.43	296.05	331.28	11/21/2027	11/20/2028	99.33	
		268.24	304.93	341.21	11/21/2028	11/20/2029	102.31	
	NIGHT	276.29	314.08	351.45	11/21/2029	11/20/2030	105.38	
Alfarouk Akili ** Construction Inspector - Group 2 Non-Exempt Non-Prevailing Wage	Field	208.92	249.19	289.13	11/21/2025	11/20/2026	79.56	Not Applicable
		215.20	256.69	297.82	11/21/2026	11/20/2027	81.95	
		221.66	264.39	306.76	11/21/2027	11/20/2028	84.41	
		228.30	272.31	315.95	11/21/2028	11/20/2029	86.94	
		235.16	280.49	325.45	11/21/2029	11/20/2030	89.55	
Mohamad Abu-Hilal, PE ** Construction Inspector - Group 2 Non-Exempt Prevailing Wage (Jobsite)	Field	236.88	282.62	327.97	11/21/2025	11/20/2026	90.35	Not Applicable
		243.99	291.09	337.81	11/21/2026	11/20/2027	93.06	
		251.30	299.82	347.94	11/21/2027	11/20/2028	95.85	
		258.86	308.83	358.39	11/21/2028	11/20/2029	98.73	
	DAY	266.62	318.09	369.14	11/21/2029	11/20/2030	101.69	
Mohamad Abu-Hilal, PE ** Construction Inspector - Group 2 Non-Exempt Prevailing Wage (Jobsite)	Field	236.88	282.62	327.97	11/21/2025	11/20/2026	90.35	Not Applicable
		243.99	291.09	337.81	11/21/2026	11/20/2027	93.06	
		251.30	299.82	347.94	11/21/2027	11/20/2028	95.85	
		258.86	308.83	358.39	11/21/2028	11/20/2029	98.73	
	NIGHT	266.62	318.09	369.14	11/21/2029	11/20/2030	101.69	
Mohamad Abu-Hilal, PE ** Construction Inspector - Group 2 Non-Exempt Non-Prevailing Wage	Field	237.25	282.99	328.34	11/21/2025	11/20/2026	90.35	Not Applicable
		244.37	291.47	338.19	11/21/2026	11/20/2027	93.06	
		251.69	300.21	348.33	11/21/2027	11/20/2028	95.85	
		259.27	309.25	358.81	11/21/2028	11/20/2029	98.73	
		267.04	318.52	369.57	11/21/2029	11/20/2030	101.69	
Steven Machado ** Construction Inspector - Group 2 Non-Exempt - Full Time Prevailing Wage (Jobsite)	Field	232.64	277.56	322.10	11/21/2025	11/20/2026	88.73	Not Applicable
		239.61	285.87	331.75	11/21/2026	11/20/2027	91.39	
		246.79	294.44	341.69	11/21/2027	11/20/2028	94.13	
		254.19	303.28	351.95	11/21/2028	11/20/2029	96.95	
	DAY	261.82	312.38	362.51	11/21/2029	11/20/2030	99.86	
Steven Machado ** Construction Inspector - Group 2 Non-Exempt - Full Time Prevailing Wage (Jobsite)	Field	232.64	277.56	322.10	11/21/2025	11/20/2026	88.73	Not Applicable
		239.61	285.87	331.75	11/21/2026	11/20/2027	91.39	
		246.79	294.44	341.69	11/21/2027	11/20/2028	94.13	
		254.19	303.28	351.95	11/21/2028	11/20/2029	96.95	
	NIGHT	261.82	312.38	362.51	11/21/2029	11/20/2030	99.86	
Steven Machado ** Construction Inspector - Group 2 Non-Exempt - Full Time Non-Prevailing Wage	Field	233.00	277.92	322.46	11/21/2025	11/20/2026	88.73	Not Applicable
		239.99	286.25	332.13	11/21/2026	11/20/2027	91.39	
		247.18	294.83	342.08	11/21/2027	11/20/2028	94.13	
		254.59	303.67	352.34	11/21/2028	11/20/2029	96.95	
		262.23	312.78	362.91	11/21/2029	11/20/2030	99.86	
Omar Mansour, EIT ** Construction Inspector - Group 2 Exempt - Billable over 40 Prevailing Wage (Jobsite)	Field	229.54	273.86	317.81	11/21/2025	11/20/2026	87.55	Not Applicable
		236.44	282.08	327.35	11/21/2026	11/20/2027	90.18	
		243.54	290.54	337.17	11/21/2027	11/20/2028	92.89	
		250.86	299.27	347.30	11/21/2028	11/20/2029	95.68	
	DAY	258.38	308.25	357.71	11/21/2029	11/20/2030	98.55	
Omar Mansour, EIT ** Construction Inspector - Group 2 Exempt - Billable over 40 Prevailing Wage (Jobsite)	Field	229.54	273.86	317.81	11/21/2025	11/20/2026	87.55	Not Applicable
		236.44	282.08	327.35	11/21/2026	11/20/2027	90.18	
		243.54	290.54	337.17	11/21/2027	11/20/2028	92.89	
		250.86	299.27	347.30	11/21/2028	11/20/2029	95.68	
	NIGHT	258.38	308.25	357.71	11/21/2029	11/20/2030	98.55	
Omar Mansour, EIT ** Construction Inspector - Group 2 Exempt - Billable over 40 Non-Prevailing Wage	Field	229.90	229.90	N/C	11/21/2025	11/20/2026	87.55	Not Applicable
		236.81	236.81	N/C	11/21/2026	11/20/2027	90.18	
		243.92	243.92	N/C	11/21/2027	11/20/2028	92.89	
		251.25	251.25	N/C	11/21/2028	11/20/2029	95.68	
		258.79	258.79	N/C	11/21/2029	11/20/2030	98.55	

Name/Job Title/Classification ¹	Hourly Billing Rates ³			Effective date of hourly rate		Actual or Avg. hourly rate ⁴	% or \$ increase	Hourly range - for classifications only
	Straight	OT (1.5x)	OT (2x)					
Rashed Al Masannat ** Construction Inspector - Group 2	Field	239.90	286.21	332.15	11/21/2025	11/20/2026	91.50	
		247.11	294.81	342.12	11/21/2026	11/20/2027	94.25	3.0%
		254.53	303.66	352.39	11/21/2027	11/20/2028	97.08	3.0%
	Non-Exempt - Full Time	262.16	312.77	362.95	11/21/2028	11/20/2029	99.99	3.0%
	Prevailing Wage	270.02	322.14	373.84	11/21/2029	11/20/2030	102.99	3.0%
Rashed Al Masannat ** Construction Inspector - Group 2	Field	239.90	286.21	332.15	11/21/2025	11/20/2026	91.50	
		247.11	294.81	342.12	11/21/2026	11/20/2027	94.25	3.0%
		254.53	303.66	352.39	11/21/2027	11/20/2028	97.08	3.0%
	Non-Exempt - Full Time	262.16	312.77	362.95	11/21/2028	11/20/2029	99.99	3.0%
	Prevailing Wage	270.02	322.14	373.84	11/21/2029	11/20/2030	102.99	3.0%
Rashed Al Masannat ** Construction Inspector - Group 2	Field	240.28	286.59	332.53	11/21/2025	11/20/2026	91.50	
		247.50	295.21	342.52	11/21/2026	11/20/2027	94.25	3.0%
		254.93	304.07	352.81	11/21/2027	11/20/2028	97.08	3.0%
	Non-Exempt - Full Time	262.57	313.19	363.38	11/21/2028	11/20/2029	99.99	3.0%
	Non-Prevailing Wage	270.44	322.57	374.28	11/21/2029	11/20/2030	102.99	3.0%
Albert Murillo ** Construction Inspector - Group 2	Field	199.13	228.95	258.45	11/21/2025	11/20/2026	75.95	
		205.11	235.83	266.21	11/21/2026	11/20/2027	78.23	3.0%
		211.27	242.91	274.20	11/21/2027	11/20/2028	80.58	3.0%
	Non-Exempt - Full Time	217.61	250.19	282.43	11/21/2028	11/20/2029	83.00	3.0%
	Prevailing Wage	224.14	257.70	290.90	11/21/2029	11/20/2030	85.49	3.0%
Albert Murillo ** Construction Inspector - Group 2	Field	218.40	251.94	285.13	11/21/2025	11/20/2026	83.30	
		224.95	259.49	293.68	11/21/2026	11/20/2027	85.80	3.0%
		231.69	267.28	302.49	11/21/2027	11/20/2028	88.37	3.0%
	Non-Exempt - Full Time	238.64	275.29	311.57	11/21/2028	11/20/2029	91.02	3.0%
	Prevailing Wage	245.80	283.55	320.92	11/21/2029	11/20/2030	93.75	3.0%
Albert Murillo ** Construction Inspector - Group 2	Field	173.15	206.53	239.63	11/21/2025	11/20/2026	65.94	
		178.36	212.74	246.84	11/21/2026	11/20/2027	67.92	3.0%
		183.71	219.12	254.25	11/21/2027	11/20/2028	69.96	3.0%
	Non-Exempt - Full Time	189.23	225.70	261.88	11/21/2028	11/20/2029	72.06	3.0%
	Non-Prevailing Wage	194.90	232.47	269.73	11/21/2029	11/20/2030	74.22	3.0%
Michael Schneider, EIT ** Construction Inspector - Group 2	Field	209.72	239.56	269.06	11/21/2025	11/20/2026	79.99	
		216.01	246.74	277.13	11/21/2026	11/20/2027	82.39	3.0%
		222.49	254.15	285.45	11/21/2027	11/20/2028	84.86	3.0%
	Non-Exempt - Full Time	229.18	261.78	294.02	11/21/2028	11/20/2029	87.41	3.0%
	Prevailing Wage	236.05	269.64	302.84	11/21/2029	11/20/2030	90.03	3.0%
Michael Schneider, EIT ** Construction Inspector - Group 2	Field	228.99	262.55	295.74	11/21/2025	11/20/2026	87.34	
		235.86	270.43	304.61	11/21/2026	11/20/2027	89.96	3.0%
		242.94	278.55	313.75	11/21/2027	11/20/2028	92.66	3.0%
	Non-Exempt - Full Time	250.23	286.90	323.16	11/21/2028	11/20/2029	95.44	3.0%
	Prevailing Wage	257.73	295.51	332.85	11/21/2029	11/20/2030	98.30	3.0%
Michael Schneider, EIT ** Construction Inspector - Group 2	Field	178.59	213.02	247.16	11/21/2025	11/20/2026	68.01	
		183.95	219.41	254.58	11/21/2026	11/20/2027	70.05	3.0%
		189.47	225.99	262.21	11/21/2027	11/20/2028	72.15	3.0%
	Non-Exempt - Full Time	195.14	232.76	270.06	11/21/2028	11/20/2029	74.31	3.0%
	Non-Prevailing Wage	200.99	239.73	278.16	11/21/2029	11/20/2030	76.54	3.0%
Mohammad Zand ** Construction Inspector - Group 2	Field	232.24	267.29	308.49	11/21/2025	11/20/2026	88.58	
		239.22	275.31	317.75	11/21/2026	11/20/2027	91.24	3.0%
		246.40	283.57	327.29	11/21/2027	11/20/2028	93.98	3.0%
	Non-Exempt - Full Time	253.80	292.08	337.11	11/21/2028	11/20/2029	96.80	3.0%
	Prevailing Wage	261.40	300.84	347.21	11/21/2029	11/20/2030	99.70	3.0%
Mohammad Zand ** Construction Inspector - Group 2	Field	251.51	285.10	320.41	11/21/2025	11/20/2026	95.93	
		259.06	293.66	330.02	11/21/2026	11/20/2027	98.81	3.0%
		266.83	302.47	339.93	11/21/2027	11/20/2028	101.77	3.0%
	Non-Exempt - Full Time	274.82	311.54	350.11	11/21/2028	11/20/2029	104.82	3.0%
	Prevailing Wage	283.05	320.88	360.60	11/21/2029	11/20/2030	107.96	3.0%
Mohammad Zand ** Construction Inspector - Group 2	Field	215.54	257.09	298.29	11/21/2025	11/20/2026	82.08	
		222.00	264.79	307.23	11/21/2026	11/20/2027	84.54	3.0%
		228.67	272.75	316.47	11/21/2027	11/20/2028	87.08	3.0%
	Non-Exempt - Full Time	235.52	280.92	325.95	11/21/2028	11/20/2029	89.69	3.0%
	Non-Prevailing Wage	242.59	289.35	335.73	11/21/2029	11/20/2030	92.38	3.0%
Matthew Price ** Construction Inspector - Group 2	Field	204.16	242.68	281.47	11/21/2025	11/20/2026	77.87	
		210.30	249.96	289.92	11/21/2026	11/20/2027	80.21	3.0%
		216.62	257.47	298.63	11/21/2027	11/20/2028	82.62	3.0%
	Non-Exempt - Full Time	223.12	265.19	307.59	11/21/2028	11/20/2029	85.10	3.0%
	Prevailing Wage	229.81	273.15	316.82	11/21/2029	11/20/2030	87.65	3.0%
Matthew Price ** Construction Inspector - Group 2	Field	223.43	256.98	293.39	11/21/2025	11/20/2026	85.22	
		230.15	264.70	302.20	11/21/2026	11/20/2027	87.78	3.0%
		237.04	272.63	311.26	11/21/2027	11/20/2028	90.41	3.0%
	Non-Exempt - Full Time	244.15	280.80	320.60	11/21/2028	11/20/2029	93.12	3.0%
	Prevailing Wage	251.46	289.22	330.21	11/21/2029	11/20/2030	95.91	3.0%
Matthew Price ** Construction Inspector - Group 2	Field	202.91	242.03	280.82	11/21/2025	11/20/2026	77.27	
		209.00	249.29	289.24	11/21/2026	11/20/2027	79.59	3.0%
		215.28	256.78	297.93	11/21/2027	11/20/2028	81.98	3.0%
	Non-Exempt - Full Time	221.74	264.48	306.87	11/21/2028	11/20/2029	84.44	3.0%
	Non-Prevailing Wage	228.38	272.41	316.06	11/21/2029	11/20/2030	86.97	3.0%

Name/Job Title/Classification ¹	Hourly Billing Rates ³			Effective date of hourly rate		Actual or Avg. hourly rate ⁴	% or \$ increase	Hourly range - for classifications only	
	Straight	OT (1.5x)	OT (2x)						
Angel Hernandez ** Construction Inspector - Group 2	Field	210.67 216.98 223.49 230.20 237.09	251.35 258.87 266.64 274.64 282.87	291.68 300.42 309.44 318.72 328.27	11/21/2025 11/21/2026 11/21/2027 11/21/2028 11/21/2029	11/20/2026 11/20/2027 11/20/2028 11/20/2029 11/20/2030	80.35 82.76 85.24 87.80 90.43	3.0% 3.0% 3.0% 3.0%	Not Applicable
Angel Hernandez ** Construction Inspector - Group 2	Field	227.71 234.55 241.58 248.81 256.29	261.89 269.74 277.83 286.15 294.75	302.22 311.29 320.63 330.23 340.15	11/21/2025 11/21/2026 11/21/2027 11/21/2028 11/21/2029	11/20/2026 11/20/2027 11/20/2028 11/20/2029 11/20/2030	86.85 89.46 92.14 94.90 97.75	3.0% 3.0% 3.0% 3.0%	Not Applicable
Angel Hernandez ** Construction Inspector - Group 2	Field	211.00 217.32 223.84 230.56 237.46	251.68 259.21 266.99 275.00 283.24	292.01 300.76 309.78 319.08 328.63	11/21/2025 11/21/2026 11/21/2027 11/21/2028 11/21/2029	11/20/2026 11/20/2027 11/20/2028 11/20/2029 11/20/2030	80.35 82.76 85.24 87.80 90.43	3.0% 3.0% 3.0% 3.0%	Not Applicable
Rodolfo Lampera ** Construction Inspector - Group 2	Field	216.91 223.41 230.12 237.02 244.12	246.75 254.14 261.77 269.62 277.71	276.26 284.55 293.09 301.88 310.92	11/21/2025 11/21/2026 11/21/2027 11/21/2028 11/21/2029	11/20/2026 11/20/2027 11/20/2028 11/20/2029 11/20/2030	82.73 85.21 87.77 90.40 93.11	3.0% 3.0% 3.0% 3.0%	Not Applicable
Rodolfo Lampera ** Construction Inspector - Group 2	Field	236.18 243.26 250.54 258.07 265.80	269.75 277.83 286.15 294.74 303.58	302.94 312.03 321.38 331.03 340.95	11/21/2025 11/21/2026 11/21/2027 11/21/2028 11/21/2029	11/20/2026 11/20/2027 11/20/2028 11/20/2029 11/20/2030	90.08 92.78 95.56 98.43 101.38	3.0% 3.0% 3.0% 3.0%	Not Applicable
Rodolfo Lampera ** Construction Inspector - Group 2	Field	175.65 180.93 186.36 191.96 197.71	209.51 215.80 222.29 228.96 235.82	243.09 250.40 257.91 265.66 273.62	11/21/2025 11/21/2026 11/21/2027 11/21/2028 11/21/2029	11/20/2026 11/20/2027 11/20/2028 11/20/2029 11/20/2030	66.89 68.90 70.97 73.10 75.29	3.0% 3.0% 3.0% 3.0%	Not Applicable
Michelle Barnett Office Engineer	Field	166.49 171.48 176.63 181.92 187.39	198.58 204.53 210.67 216.99 223.51	230.41 237.32 244.44 251.77 259.34	11/21/2025 11/21/2026 11/21/2027 11/21/2028 11/21/2029	11/20/2026 11/20/2027 11/20/2028 11/20/2029 11/20/2030	63.40 65.30 67.26 69.28 71.36	3.0% 3.0% 3.0% 3.0%	Not Applicable
Patricia Bryant Office Engineer	Field	166.98 172.00 177.18 182.48 187.94	199.17 205.15 211.34 217.66 224.17	231.09 238.04 245.20 252.54 260.10	11/21/2025 11/21/2026 11/21/2027 11/21/2028 11/21/2029	11/20/2026 11/20/2027 11/20/2028 11/20/2029 11/20/2030	63.59 65.50 67.47 69.49 71.57	3.0% 3.0% 3.0% 3.0%	Not Applicable
Chad Stone Office Engineer	Field	136.02 140.10 144.30 148.63 153.09	162.24 167.11 172.12 177.28 182.60	188.25 193.89 199.70 205.70 211.87	11/21/2025 11/21/2026 11/21/2027 11/21/2028 11/21/2029	11/20/2026 11/20/2027 11/20/2028 11/20/2029 11/20/2030	51.80 53.35 54.95 56.60 58.30	3.0% 3.0% 3.0% 3.0%	Not Applicable
David Skinner, EIT, QSD/P, CPESC, CCM, CPI ** Construction Inspector - Group 1	Field	189.22 194.91 200.76 206.79 213.00	217.77 224.31 231.05 237.98 245.12	248.28 255.73 263.41 271.32 279.45	11/21/2025 11/21/2026 11/21/2027 11/21/2028 11/21/2029	11/20/2026 11/20/2027 11/20/2028 11/20/2029 11/20/2030	72.17 74.34 76.57 78.87 81.24	3.0% 3.0% 3.0% 3.0%	Not Applicable
David Skinner, EIT, QSD/P, CPESC, CCM, CPI ** Construction Inspector - Group 1	Field	203.25 209.35 215.65 222.12 228.78	237.90 245.03 252.40 259.97 267.77	272.22 280.39 288.82 297.48 306.39	11/21/2025 11/21/2026 11/21/2027 11/21/2028 11/21/2029	11/20/2026 11/20/2027 11/20/2028 11/20/2029 11/20/2030	77.52 79.85 82.25 84.72 87.26	3.0% 3.0% 3.0% 3.0%	Not Applicable
David Skinner, EIT, QSD/P, CPESC, CCM, CPI ** Construction Inspector - Group 1	Field	189.52 195.22 201.07 207.11 213.33	226.05 232.85 239.83 247.04 254.45	262.28 270.17 278.27 286.63 295.24	11/21/2025 11/21/2026 11/21/2027 11/21/2028 11/21/2029	11/20/2026 11/20/2027 11/20/2028 11/20/2029 11/20/2030	72.17 74.34 76.57 78.87 81.24	3.0% 3.0% 3.0% 3.0%	Not Applicable
AJ Reed, QSD/P ** Construction Inspector - Group 1	Field	217.14 223.64 230.36 237.28 244.41	248.00 255.43 263.10 271.00 279.13	278.50 286.85 295.47 304.33 313.47	11/21/2025 11/21/2026 11/21/2027 11/21/2028 11/21/2029	11/20/2026 11/20/2027 11/20/2028 11/20/2029 11/20/2030	82.82 85.30 87.86 90.50 93.22	3.0% 3.0% 3.0% 3.0%	Not Applicable
AJ Reed, QSD/P ** Construction Inspector - Group 1	Field	237.07 244.17 251.49 259.04 266.80	271.77 279.92 288.31 296.97 305.88	306.09 315.26 324.72 334.46 344.49	11/21/2025 11/21/2026 11/21/2027 11/21/2028 11/21/2029	11/20/2026 11/20/2027 11/20/2028 11/20/2029 11/20/2030	90.42 93.13 95.92 98.80 101.76	3.0% 3.0% 3.0% 3.0%	Not Applicable
AJ Reed, QSD/P ** Construction Inspector - Group 1	Field	117.59 121.11 124.74 128.49 132.35	140.26 144.45 148.78 153.26 157.86	162.74 167.61 172.63 177.82 183.16	11/21/2025 11/21/2026 11/21/2027 11/21/2028 11/21/2029	11/20/2026 11/20/2027 11/20/2028 11/20/2029 11/20/2030	44.78 46.12 47.50 48.93 50.40	3.0% 3.0% 3.0% 3.0%	Not Applicable

Name/Job Title/Classification ¹	Hourly Billing Rates ³			Effective date of hourly rate		Actual or Avg. hourly rate ⁴	% or \$ increase	Hourly range - for classifications only
	Straight	OT (1.5x)	OT (2x)					
Justin Hanzel-Durbin, PE, QSD Environmental	Field	227.39	271.22	314.69	11/21/2025	11/20/2026	86.59	Not Applicable
		234.21	279.36	324.13	11/21/2026	11/20/2027	89.19	
		241.25	287.76	333.88	11/21/2027	11/20/2028	91.87	
		248.50	296.40	343.91	11/21/2028	11/20/2029	94.63	
Non-Prevailing Wage		255.95	305.29	354.22	11/21/2029	11/20/2030	97.47	3.0%
Andrew Boehm Safety	Field	226.54	270.21	313.52	11/21/2025	11/20/2026	86.27	Not Applicable
		233.35	278.33	322.94	11/21/2026	11/20/2027	88.86	
		240.36	286.69	332.64	11/21/2027	11/20/2028	91.53	
		247.58	295.30	342.63	11/21/2028	11/20/2029	94.28	
Non-Prevailing Wage		255.01	304.17	352.92	11/21/2029	11/20/2030	97.11	3.0%
Dagher Dagher Scheduling	Field	236.34	281.89	327.08	11/21/2025	11/20/2026	90.00	Not Applicable
		243.43	290.35	336.89	11/21/2026	11/20/2027	92.70	
		250.72	299.05	346.98	11/21/2027	11/20/2028	95.48	
		258.23	308.01	357.38	11/21/2028	11/20/2029	98.34	
Non-Prevailing Wage		265.99	317.26	368.11	11/21/2029	11/20/2030	101.29	3.0%

Notes for Consultants:

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
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.

MONTEREY COUNTY | ON-CALL CONSTRUCTION SUPPORT SERVICES for County of Monterey Construction Projects

EXHIBIT 10-H2 COST PROPOSAL | SPECIFIC RATE OF COMPENSATION (USE FOR ON-CALL OR AS-NEEDED CONTRACTS)

(CONSTRUCTION ENGINEERING AND INSPECTION CONTRACTS)

Consultant TRC Engineers, Inc.

Prime Consultant

Subconsultant

Project No. _____

Contract No. _____

Date 10/24/2025

SCHEDULE OF OTHER DIRECT COST ITEMS				
Description of Item	Quantity	Unit	Unit Cost	Total
Company Vehicle		month	\$943.86	\$ -
Company Vehicle Mileage			included	\$ -
Personal Vehicle (Mileage)		mile	IRS rate	\$ -
Prevailing Wage Subsistence (if applicable)		day	DIR Rate	\$ -
Per Diem (if applicable)		day	Note 6	\$ -
ProCore Document Control Software (if used)		month	\$350.00	\$ -
FCCM **		% Labor	0.411%	\$ -
** Facilities Capital Cost of Money (FCCM) will be billed as an Other Direct Cost based on the sum of actual hourly rates (AHR) of each employee (Emp) and the number of monthly hours billed (MHB) multiplied by the FCCM. (@ direct labor without OH/Fee multipliers)				
			CUCP No.	
Subconsultant 1:	Marina Construction Management, Inc. (MCM)		52327	\$ -
Subconsultant 2:	Earth Systems Pacific, Inc.			\$ -
Subconsultant 3:	Moore Twining Associates, Inc.			\$ -
Subconsultant 4:	Towill, Inc.			\$ -

IMPORTANT NOTES:

- List direct cost items with estimated costs. These costs should be competitive in their respective industries and supported with appropriate documentation.
- Proposed items should be consistently billed regardless of client and contract type.
- Items when incurred for the same purpose, in like circumstance, should not be included in any indirect cost pool or in the overhead rate.
- Items such as special tooling, will be reimbursed at actual cost with supporting documentation (invoice).
- Items listed above that would be considered "tools of the trade" are not reimbursable as other direct cost.
- Travel related costs should be pre-approved by the contracting agency and shall not exceed current Sate Department of Personnel Administration rules.
- 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.
- If a consultant proposes rental costs for a vehicle, the company must demonstrate that this is their standard procedure for all of their contracts and that they do not own any vehicles that could be used for the same purpose.
- The cost proposal format shall not be amended. All costs must comply with the Federal cost principles.
- Add additional pages if necessary.
- Subconsultants must provide their own cost proposals.

EXHIBIT 10-H2 COST PROPOSAL | COUNTY OF SACRAMENTO | ON-CALL CONSTRUCTION SUPPORT SERVICES

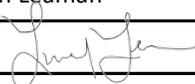
Certification of Direct Costs:

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:

7. Generally Accepted Accounting Principles (GAAP)
8. Terms and conditions of the contract
9. [Title 23 United States Code Section 112](#) - Letting of Contracts
10. [48 Code of Federal Regulations Part 31](#) - Contract Cost Principles and Procedures
11. [23 Code of Federal Regulations Part 172](#) - Procurement, Management, and Administration of Engineering and Design Related Service
12. [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.

Prime Consultant or Subconsultant Certifying:

Name:	<u>Lincoln Leaman</u>	Title *:	<u>Vice President/ Practice Manager</u>
Signature:		Date of Certification (mm/dd/yyyy):	<u>6/12/2025</u>
Email:	<u>LLeaman@trccompanies.com</u>	Phone Number:	<u>916.995.6572</u>
Address:	<u>10680 White Rock Road, Suite 100, Rancho Cordova, CA 95670</u>		

* 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:

Construction Management services

Note:

This proposal expressly excludes any and all taxes, tariffs, duties, and other similar charges or fees imposed by any governmental authority (collectively, "Taxes and Tariffs"). The prices and fees quoted in TRC's proposal do not include any such Taxes and Tariffs. The Client shall be solely responsible for the payment of all applicable Taxes and Tariffs arising from or related to the work contemplated by this proposal. If TRC or its subcontractors are required to pay Taxes and Tariffs on behalf of the Client, the Client shall promptly reimburse TRC for the full invoiced amount thereof.

EXHIBIT 10-H COST PROPOSAL PAGE 1 OF 3
SPECIFIC RATE OF COMPENSATION (USE FOR ON-CALL OR AS-NEEDED CONTRACTS)

Consultant Earth Systems Pacific Prime Consultant Subconsultant 2nd Tier Subconsultant

Project No. _____ Contract No. _____ Participation Amount _____ Date 10/24/2025

Combined Rate
 Fringe Benefit % + General Administration % = Combined Indirect Cost Rate (ICR)
 Combined ICR % = 221.20%

BILLING INFORMATION

CALCULATION INFORMATION

Name/Job Title/Classification ¹	Hourly Billing Rates ²			Effective date of hourly rate		Actual or Avg. hourly rate ⁴	% or \$ increase	Hourly range - for classifications only
	Straight	OT(1.5x)	OT(2x)	From	To			
Principal Professional	\$281.98	\$329.87	\$369.78	11/21/2025	12/31/2025	\$ 79.81		N/A
	\$290.44	\$339.77	\$380.87	1/1/2026	12/31/2026	\$ 82.20	3.00%	
	\$299.16	\$349.96	\$392.30	1/1/2027	12/31/2027	\$ 84.67	3.00%	
	\$308.13	\$360.46	\$404.06	1/1/2028	12/31/2028	\$ 87.21	3.00%	
	\$317.38	\$371.27	\$416.19	1/1/2029	12/31/2029	\$ 89.83	3.00%	
Exempt	\$326.90	\$382.41	\$428.67	1/1/2030	12/31/2030	\$ 92.52	3.00%	
Staff Professional	\$143.13	\$167.44	\$187.69	11/21/2025	12/31/2025	\$ 40.51		\$35.64 - \$45.37
	\$147.42	\$172.46	\$193.32	1/1/2026	12/31/2026	\$ 41.73	3.00%	
	\$151.85	\$177.63	\$199.12	1/1/2027	12/31/2027	\$ 42.98	3.00%	
	\$156.40	\$182.96	\$205.09	1/1/2028	12/31/2028	\$ 44.27	3.00%	
	\$161.09	\$188.45	\$211.25	1/1/2029	12/31/2029	\$ 45.59	3.00%	
Non-Exempt	\$165.93	\$194.10	\$217.59	1/1/2030	12/31/2030	\$ 46.96	3.00%	
Technician (Non-PW)	\$134.54	\$157.39	\$176.43	11/21/2025	12/31/2025	\$ 38.08		N/A
	\$138.58	\$162.11	\$181.73	1/1/2026	12/31/2026	\$ 39.22	3.00%	
	\$142.74	\$166.98	\$187.18	1/1/2027	12/31/2027	\$ 40.40	3.00%	
	\$147.02	\$171.99	\$192.79	1/1/2028	12/31/2028	\$ 41.61	3.00%	
	\$151.43	\$177.15	\$198.58	1/1/2029	12/31/2029	\$ 42.86	3.00%	
Non-Exempt	\$155.97	\$182.46	\$204.53	1/1/2030	12/31/2030	\$ 44.15	3.00%	

1. 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 should be based on the consultant's annual accounting period, 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. ICR based upon most recent available financial information (2024) subject to change on an annual basis

EXHIBIT 10-H COST PROPOSAL PAGE 1 OF 3
SPECIFIC RATE OF COMPENSATION (USE FOR ON-CALL OR AS-NEEDED CONTRACTS)

Consultant Earth Systems Pacific Prime Consultant Subconsultant 2nd Tier Subconsultant

Project No. _____ Contract No. _____ Participation Amount _____ Date 10/24/2025

Combined Rate
 Fringe Benefit % + General Administration % = Combined Indirect Cost Rate (ICR)
 Combined ICR % = 207.73%

BILLING INFORMATION

CALCULATION INFORMATION

Name/Job Title/Classification ¹	Hourly Billing Rates ²			Effective date of hourly rate		Actual or Avg. hourly rate ⁶	% or \$ increase (estimated)	Hourly range - for classifications only
	Straight	OT(1.5x)	OT(2x)	From	To			
Special Inspector (NC2)	\$245.87	\$282.70	\$313.40	11/21/2025	7/1/2026	\$ 61.39		per DIR
	\$263.08	\$302.49	\$335.33	7/2/2026	7/1/2027	\$ 65.69	7.00%	
	\$278.86	\$320.64	\$355.45	7/2/2027	7/1/2028	\$ 69.63	6.00%	
	\$295.59	\$339.88	\$376.78	7/2/2028	7/1/2029	\$ 73.81	6.00%	
	\$310.37	\$356.87	\$395.62	7/2/2029	7/1/2030	\$ 77.50	5.00%	
	\$329.00	\$378.28	\$419.36	7/2/2030	7/1/2031	\$ 82.15	6.00%	
Non-Exempt								
	\$219.80	\$252.02	\$278.86	11/21/2025	7/1/2026	\$ 53.69		per DIR
	\$235.19	\$269.66	\$298.38	7/2/2026	7/1/2027	\$ 57.45	7.00%	
	\$249.30	\$285.84	\$316.28	7/2/2027	7/1/2028	\$ 60.90	6.00%	
	\$264.26	\$302.99	\$335.26	7/2/2028	7/1/2029	\$ 64.55	6.00%	
	\$277.47	\$318.14	\$352.02	7/2/2029	7/1/2030	\$ 67.78	5.00%	
\$294.12	\$337.22	\$373.15	7/2/2030	7/1/2031	\$ 71.84	6.00%		
Non-Exempt								
	\$198.21	\$226.59	\$250.25	11/21/2025	7/1/2026	\$ 47.31		per DIR
	\$212.08	\$242.45	\$267.76	7/2/2026	7/1/2027	\$ 50.62	7.00%	
	\$224.80	\$257.00	\$283.83	7/2/2027	7/1/2028	\$ 53.66	6.00%	
	\$238.29	\$272.42	\$300.86	7/2/2028	7/1/2029	\$ 56.88	6.00%	
	\$250.21	\$286.04	\$315.90	7/2/2029	7/1/2030	\$ 59.72	5.00%	
\$265.22	\$303.20	\$334.86	7/2/2030	7/1/2031	\$ 63.31	6.00%		
Non-Exempt								

1. 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 should be based on the consultant's annual accounting period, 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. ICR based upon most recent available financial information (2024) subject to change on an annual basis

MONTEREY COUNTY | ON-CALL CONSTRUCTION SUPPORT SERVICES for County of Monterey Construction Projects |

EXHIBIT 10-H2 COST PROPOSAL | SPECIFIC RATE OF COMPENSATION (USE FOR ON-CALL OR AS-NEEDED CONTRACTS)

(CONSTRUCTION ENGINEERING AND INSPECTION CONTRACTS)

Consultant Earth Systems Pacific Prime Consultant Subconsultant 2nd Tier Subconsultant

Project No. _____ Contract No. _____ Participation Amount _____ Date 10/24/2025

SCHEDULE OF OTHER DIRECT COST ITEMS				
Description of Item	Quantity	Unit	Unit Cost	Total
Labaratory Materials Tests		test	*See attached	\$ -
Equipment Charges		various	*See attached	\$ -
Subcontracted Services		invoice	Cost + 20%	\$ -
Per Diem (if applicable)		day	Per GSA	\$ -
Mileage	0.70	mile	Per IRS	\$ -
Postage, reproduction		invoice	At cost	\$ -

EXHIBIT 10-H2 COST PROPOSAL | COUNTY OF MONTEREY | ON-CALL CONSTRUCTION SUPPORT SERVICES

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

- 7. Generally Accepted Accounting Principles (GAAP)
- 8. Terms and conditions of the contract
- 9. [Title 23 United States Code Section 112](#) - Letting of Contracts
- 10. [48 Code of Federal Regulations Part 31](#) - Contract Cost Principles and Procedures
- 11. [23 Code of Federal Regulations Part 172](#) - Procurement, Management, and Administration of Engineering
- 12. [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

Prime Consultant or Subconsultant Certifying:

Name:	<u>Margaret McQuade</u>	Title *:	<u>Senior Vice President</u>
Signature:	<u>Margaret McQuade</u>	Date of Certification (mm/dd/yyyy):	<u>10/28/2025</u>
Email:	<u>mmcquade@earthsystems.com</u>	Phone Number:	<u>(805) 781-0112</u>
Address:	<u>720 Aerovista Pl, Ste A, San Luis Obispo, CA 93401</u>		

* An individual executive or financial officer of the consultant's or subconsultant's organization at a level no lower than a

List services the consultant is providing under the proposed contract:

Materials Testing & Special Inspection Services

EXHIBIT 10-H2 COST PROPOSAL

SPECIFIC RATE OF COMPENSATION (USE FOR ON-CALL OR AS-NEEDED CONTRACTS)
(CONSTRUCTION ENGINEERING AND INSPECTION CONTRACTS)

Note: Mark-ups are Not Allowed

Consultant Towill, Inc. Prime Consultant Subconsultant 2nd Tier Subconsultant

Project No. _____ Contract No. _____ Participation Amount \$ _____ Date 10/24/25

For Combined Rate	Fringe Benefit % + General &Administrative %	=	Combined ICR%	0.00%
OR				
For Home Office Rate	Fringe Benefit % + General &Administrative %	=	Home Office ICR%	
For Field Office Rate	Fringe Benefit % + General &Administrative %	=	Field Office ICR%	190.36%
Fee				= 10%

BILLING INFORMATION

CALCULATION INFORMATION

Name/Job Title/Classification ¹	Hourly Billing Rates ²			Effective Date of Hourly Rate		Actual or Avg. Hourly Rate ⁴	% or \$ Increase	Hourly Range - for Classifications Only
	Straight ³	OT(1.5x)	OT(2x)	From	To			
John T. May, * Survey Task Lead Full-Time/Exempt	\$255.52	N/A	N/A	11/21/2025	12/31/2025	\$80.00		Not Applicable
	\$263.19	N/A	N/A	1/1/2026	12/31/2026	\$82.40	3.0%	
	\$271.09	N/A	N/A	1/1/2027	12/31/2027	\$84.87	3.0%	
	\$279.22	N/A	N/A	1/1/2028	12/31/2028	\$87.42	3.0%	
	\$287.60	N/A	N/A	1/1/2029	12/31/2029	\$90.04	3.0%	
	\$296.23	N/A	N/A	1/1/2030	10/31/2030	\$92.74	3.0%	
Matthew Vielbaum, PLS, *, ** Survey Party Chief Full-Time/Non-Exempt	\$201.51	N/A	N/A	11/21/2025	12/31/2025	\$63.09		Not Applicable
	\$207.56	N/A	N/A	1/1/2026	12/31/2026	\$64.98	3.0%	
	\$213.79	N/A	N/A	1/1/2027	12/31/2027	\$66.93	3.0%	
	\$220.20	N/A	N/A	1/1/2028	12/31/2028	\$68.94	3.0%	
	\$226.81	N/A	N/A	1/1/2029	12/31/2029	\$71.01	3.0%	
	\$233.61	N/A	N/A	1/1/2030	10/31/2030	\$73.14	3.0%	
Staff Senior Surveyor Full Time/Exempt	\$247.53	\$286.28	\$325.03	11/21/2025	12/31/2025	\$77.50		\$75.00 - \$80.00
	\$254.96	\$294.88	\$334.79	1/1/2026	12/31/2026	\$79.83	3.0%	\$77.25 - \$82.40
	\$262.61	\$303.72	\$344.83	1/1/2027	12/31/2027	\$82.22	3.0%	\$76.00 - \$84.87
	\$270.49	\$312.84	\$355.18	1/1/2028	12/31/2028	\$84.69	3.0%	\$78.28 - \$87.42
	\$278.60	\$322.22	\$365.83	1/1/2029	12/31/2029	\$87.23	3.0%	\$80.63 - \$90.04
	\$286.96	\$331.89	\$376.81	1/1/2030	10/31/2030	\$89.85	3.0%	\$83.05 - \$92.74
Staff Project Surveyor Full-Time/Exempt	\$196.84	N/A	N/A	11/21/2025	12/31/2025	\$61.63		\$51.25 - \$72.00
	\$202.75	N/A	N/A	1/1/2026	12/31/2026	\$63.48	3.0%	\$52.79 - \$74.16
	\$208.83	N/A	N/A	1/1/2027	12/31/2027	\$65.38	3.0%	\$54.37 - \$76.38
	\$215.09	N/A	N/A	1/1/2028	12/31/2028	\$67.34	3.0%	\$56.00 - \$78.68
	\$221.54	N/A	N/A	1/1/2029	12/31/2029	\$69.36	3.0%	\$57.68 - \$81.04
	\$228.19	N/A	N/A	1/1/2030	10/31/2030	\$71.44	3.0%	\$59.41 - \$83.47
Staff Associate Surveyor Full-Time/Non-Exempt	\$148.52	N/A	N/A	11/21/2025	12/31/2025	\$46.50		\$42.00 - \$51.00
	\$152.98	N/A	N/A	1/1/2026	12/31/2026	\$47.90	3.0%	\$43.26 - \$52.53
	\$157.57	N/A	N/A	1/1/2027	12/31/2027	\$49.34	3.0%	\$44.56 - \$54.11
	\$162.30	N/A	N/A	1/1/2028	12/31/2028	\$50.82	3.0%	\$45.89 - \$55.73
	\$167.17	N/A	N/A	1/1/2029	12/31/2029	\$52.34	3.0%	\$47.27 - \$57.40
	\$172.19	N/A	N/A	1/1/2030	10/31/2030	\$53.91	3.0%	\$48.69 - \$59.12

Note: Mark-ups are Not Allowed

Consultant Towill, Inc.

Prime Consultant

Subconsultant

2nd Tier Subconsultant

Project No. 0

Contract No. _____

Date 10/24/25

BILLING INFORMATION

CALCULATION INFORMATION

Name/Job Title/Classification ¹	Hourly Billing Rates ²			Effective Date of Hourly Rate		Actual or Avg. Hourly Rate ⁴	% or \$ Increase	Hourly Range - for Classifications Only
	Straight ³	OT(1.5x)	OT(2x)	From	To			
Staff Survey Office Technician Full-Time/Exempt	\$94.22	N/A	N/A	11/21/2025	12/31/2025	\$29.50		\$22.00 - \$37.00
	\$97.05	N/A	N/A	1/1/2026	12/31/2026	\$30.39	3.0%	\$22.66 - \$38.11
	\$99.96	N/A	N/A	1/1/2027	12/31/2027	\$31.30	3.0%	\$23.34 - \$39.25
	\$102.96	N/A	N/A	1/1/2028	12/31/2028	\$32.24	3.0%	\$24.04 - \$40.43
	\$106.05	N/A	N/A	1/1/2029	12/31/2029	\$33.21	3.0%	\$24.76 - \$41.64
	\$109.23	N/A	N/A	1/1/2030	10/31/2030	\$34.21	3.0%	\$25.50 - \$42.89
Staff, ** Survey Party Chief Full-Time/Non-Exempt	\$199.85	N/A	N/A	11/21/2025	12/31/2025	\$62.57		\$62.05 - \$63.09
	\$205.85	N/A	N/A	1/1/2026	12/31/2026	\$64.45	3.0%	\$63.91 - \$64.98
	\$212.03	N/A	N/A	1/1/2027	12/31/2027	\$66.38	3.0%	\$65.83 - \$66.93
	\$218.39	N/A	N/A	1/1/2028	12/31/2028	\$68.37	3.0%	\$67.80 - \$68.94
	\$224.94	N/A	N/A	1/1/2029	12/31/2029	\$70.42	3.0%	\$69.84 - \$71.01
	\$231.69	N/A	N/A	1/1/2030	10/31/2030	\$72.53	3.0%	\$71.93 - \$73.14
Staff, ** Survey Chainperson Full-Time/Non-Exempt	\$167.94	N/A	N/A	11/21/2025	12/31/2025	\$52.58		\$52.58 - \$52.58
	\$172.98	N/A	N/A	1/1/2026	12/31/2026	\$54.16	3.0%	\$54.16 - \$54.16
	\$178.17	N/A	N/A	1/1/2027	12/31/2027	\$55.78	3.0%	\$55.78 - \$55.78
	\$183.52	N/A	N/A	1/1/2028	12/31/2028	\$57.45	3.0%	\$57.46 - \$57.46
	\$189.03	N/A	N/A	1/1/2029	12/31/2029	\$59.17	3.0%	\$59.18 - \$59.18
	\$194.70	N/A	N/A	1/1/2030	10/31/2030	\$60.95	3.0%	\$60.95 - \$60.95
Staff ** Survey Apprentice Full-Time/Non-Exempt	\$125.97	N/A	N/A	11/21/2025	12/31/2025	\$39.44		\$31.55 - \$47.32
	\$129.75	N/A	N/A	1/1/2026	12/31/2026	\$40.62	3.0%	\$32.50 - \$48.74
	\$133.64	N/A	N/A	1/1/2027	12/31/2027	\$41.84	3.0%	\$33.47 - \$50.20
	\$137.65	N/A	N/A	1/1/2028	12/31/2028	\$43.10	3.0%	\$34.48 - \$51.71
	\$141.78	N/A	N/A	1/1/2029	12/31/2029	\$44.39	3.0%	\$35.51 - \$53.26
	\$146.03	N/A	N/A	1/1/2030	10/31/2030	\$45.72	3.0%	\$36.58 - \$54.86
Name Job Title Full-Time/Non-Exempt	\$0.00	N/A	N/A	11/21/2025	12/31/2025	\$0.00		Not Applicable
	\$0.00	N/A	N/A	1/1/2026	12/31/2026	\$0.00	3.0%	
	\$0.00	N/A	N/A	1/1/2027	12/31/2027	\$0.00	3.0%	
	\$0.00	N/A	N/A	1/1/2028	12/31/2028	\$0.00	3.0%	
	\$0.00	N/A	N/A	1/1/2029	12/31/2029	\$0.00	3.0%	
	\$0.00	N/A	N/A	1/1/2030	10/31/2030	\$0.00	3.0%	



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 consultants 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.

EXHIBIT 10-H2 COST PROPOSAL

SPECIFIC RATE OF COMPENSATION (USE FOR ON-CALL OR AS-NEEDED CONTRACTS)
(CONSTRUCTION ENGINEERING AND INSPECTION CONTRACTS)

Consultant Towill, Inc. Prime Consultant Subconsultant

Project No. 0 Contract No. _____ Date 9/29/25

SCHEDULE OF OTHER DIRECT COST ITEMS (Add additional pages as necessary)				
Description of Item	Quantity	Unit	Unit Cost	Total
Mileage Costs for Personal Vehicle		IRS Rate		\$ 0.00
Company Vehicle		Mo	\$0.00	\$ 0.00
Subconsultant 1:				
Subconsultant 2:				
Subconsultant 3:				
Subconsultant 4:				
Subconsultant 5:				

Note: Add additional pages if necessary.

NOTES:

- List other direct cost items with estimated costs. These costs should be competitive in their respective industries and supported with appropriate documentation.
- Proposed ODC items should be consistently billed regardless of client and contract type.
- Items when incurred for the same purpose, in like circumstance, should not be included in any indirect cost pool or in the overhead rate.
- Items such as special tooling, will be reimbursed at actual cost with supporting documentation (invoice).
- Items listed above that would be considered "tools of the trade" are not reimbursable as other direct cost
- Travel related costs should be pre-approved by the contracting agency and shall not exceed current State Department of Personnel Administration rules.
- 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.
- 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.
- The cost proposal format shall not be amended. All costs must comply with the Federal cost principles.
- Add additional pages if necessary.
- Subconsultants must provide their own cost proposals.

EXHIBIT 10-H2 COST PROPOSAL

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:

- 7. Generally Accepted Accounting Principles (GAAP)
- 8. Terms and conditions of the contract
- 9. [Title 23 United States Code Section 112](#) - Letting of Contracts
- 10. [48 Code of Federal Regulations Part 31](#) - Contract Cost Principles and Procedures
- 11. [23 Code of Federal Regulations Part 172](#) - Procurement, Management, and Administration of Engineering and Design Related Service
- 12. [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.

Prime Consultant or Subconsultant Certifying:

Name: Frank Borges Title*: Principal
 Signature:  Date of Certification (mm/dd/yyyy): 10/24/2025
 Email: frank.borges@towill.com Phone Number: 925.682.6976
 Address: 2300 Clayton Rd, Suite 1200, Concord, CA 94520

* 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:

Land Surveying

MONTEREY COUNTY | ON-CALL CONSTRUCTION SUPPORT SERVICES for County of Monterey Construction Projects |

EXHIBIT 10-H2 COST PROPOSAL | SPECIFIC RATE OF COMPENSATION (USE FOR ON-CALL OR AS-NEEDED CONTRACTS)

(CONSTRUCTION ENGINEERING AND INSPECTION CONTRACTS)

Consultant Marina Construction Management, Inc. Prime Consultant Subconsultant 2nd Tier Subconsultant

Project No. _____ Contract No. RFQ #10914 Participation Amount \$ _____ Date _____

For Combined Rate	Fringe Benefit %	40.00%	+	Overhead %	70.00%	+	General Administration %	10.00%	=	Combined ICR %	120.00%
OR											
For Home Office Rate	Fringe Benefit %	40.00%	+	Overhead %	70.00%	+	General Administration %	10.00%	=	Home Office ICR %	120.00%
For Field Office Rate	Fringe Benefit %	40.00%	+	Overhead %	40.00%	+	General Administration %	10.00%	=	Field Office ICR %	90.00%

FEE % = 10.0%
 Escalation % = 3.0%
 FCCM Fee: 0.000%

BILLING INFORMATION

CALCULATION INFORMATION

Name/Job Title/Classification ¹	Hourly Billing Rates ³			Effective date of hourly rate		Actual or Avg. hourly rate ⁴	% or \$ increase	Hourly range - for classifications only
	Straight	OT (1.5x)	OT (2x)					
Marina Chekmareva, PE* Construction Manager	244.32	NC	NC	11/21/2025	12/31/2025	100.96		Not Applicable
	251.65	NC	NC	01/01/2026	12/31/2026	103.99	3.0%	
	259.20	NC	NC	01/01/2027	12/31/2027	107.11	3.0%	
	266.98	NC	NC	01/01/2028	12/31/2028	110.32	3.0%	
	274.99	NC	NC	01/01/2029	12/31/2029	113.63	3.0%	
Exempt - Billable over 40 Non-Prevailing Wage	283.24	NC	NC	01/01/2030	12/31/2030	117.04	3.0%	
Jennifer Haller Construction Manager	226.88	NC	NC	11/21/2025	12/31/2025	93.75		Not Applicable
	233.68	NC	NC	01/01/2026	12/31/2026	96.56	3.0%	
	240.69	NC	NC	01/01/2027	12/31/2027	99.46	3.0%	
	247.90	NC	NC	01/01/2028	12/31/2028	102.44	3.0%	
	255.33	NC	NC	01/01/2029	12/31/2029	105.51	3.0%	
Exempt - Billable over 40 Non-Prevailing Wage	263.01	NC	NC	01/01/2030	12/31/2030	108.68	3.0%	
Jon Evans ** Construction Inspector - Group 2 Civil Non-Exempt - Full Time	229.90	267.40	304.90	11/21/2025	12/31/2025	95.00		Not Applicable
	236.80	275.43	314.05	01/01/2026	12/31/2026	97.85	3.0%	
	243.91	283.69	323.47	01/01/2027	12/31/2027	100.79	3.0%	
	251.22	292.20	333.17	01/01/2028	12/31/2028	103.81	3.0%	
	258.75	300.96	343.16	01/01/2029	12/31/2029	106.92	3.0%	
Prevailing Wage DAY	266.51	309.98	353.45	01/01/2030	12/31/2030	110.13	3.0%	
Jon Evans ** Construction Inspector - Group 2 Civil Non-Exempt - Full Time	241.01	283.51	321.01	11/21/2025	12/31/2025	99.59		Not Applicable
	248.24	292.01	330.64	01/01/2026	12/31/2026	102.58	3.0%	
	255.70	300.78	340.57	01/01/2027	12/31/2027	105.66	3.0%	
	263.37	309.80	350.79	01/01/2028	12/31/2028	108.83	3.0%	
	271.26	319.09	361.31	01/01/2029	12/31/2029	112.09	3.0%	
Prevailing Wage NIGHT	279.39	328.66	372.14	01/01/2030	12/31/2030	115.45	3.0%	
Jon Evans ** Construction Inspector - Group 2 Civil Non-Exempt - Full Time	181.50	219.00	256.50	11/21/2025	12/31/2025	75.00		Not Applicable
	186.95	225.58	264.20	01/01/2026	12/31/2026	77.25	3.0%	
	192.56	232.35	272.13	01/01/2027	12/31/2027	79.57	3.0%	
	198.34	239.32	280.30	01/01/2028	12/31/2028	81.96	3.0%	
	204.30	246.51	288.72	01/01/2029	12/31/2029	84.42	3.0%	
Non-Prevailing Wage	210.42	253.90	297.37	01/01/2030	12/31/2030	86.95	3.0%	
Syrus Kite ** Construction Inspector - Group 2 Non-Exempt - Full Time	229.49	265.62	301.74	11/21/2025	12/31/2025	94.83		Not Applicable
	236.36	273.57	310.78	01/01/2026	12/31/2026	97.67	3.0%	
	243.45	281.78	320.10	01/01/2027	12/31/2027	100.60	3.0%	
	250.76	290.24	329.71	01/01/2028	12/31/2028	103.62	3.0%	
	258.29	298.95	339.61	01/01/2029	12/31/2029	106.73	3.0%	
Prevailing Wage DAY	266.03	307.91	349.79	01/01/2030	12/31/2030	109.93	3.0%	
Syrus Kite ** Construction Inspector - Group 2 Non-Exempt - Full Time	241.01	277.14	313.26	11/21/2025	12/31/2025	99.59		Not Applicable
	248.24	285.45	322.66	01/01/2026	12/31/2026	102.58	3.0%	
	255.70	294.02	332.35	01/01/2027	12/31/2027	105.66	3.0%	
	263.37	302.84	342.32	01/01/2028	12/31/2028	108.83	3.0%	
	271.26	311.92	352.58	01/01/2029	12/31/2029	112.09	3.0%	
Prevailing Wage NIGHT	279.39	321.27	363.15	01/01/2030	12/31/2030	115.45	3.0%	
Syrus Kite ** Construction Inspector - Group 2 Non-Exempt - Full Time	174.85	210.98	247.10	11/21/2025	12/31/2025	72.25		Not Applicable
	180.10	217.31	254.52	01/01/2026	12/31/2026	74.42	3.0%	
	185.49	223.82	262.14	01/01/2027	12/31/2027	76.65	3.0%	
	191.06	230.54	270.01	01/01/2028	12/31/2028	78.95	3.0%	
	196.79	237.45	278.11	01/01/2029	12/31/2029	81.32	3.0%	
Non-Prevailing Wage	202.70	244.58	286.46	01/01/2030	12/31/2030	83.76	3.0%	

Notes for Consultants:

- 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.
- The cost proposal format shall not be amended.
- 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.

MONTEREY COUNTY | ON-CALL CONSTRUCTION SUPPORT SERVICES for County of Monterey Construction Projects |

EXHIBIT 10-H2 COST PROPOSAL | SPECIFIC RATE OF COMPENSATION (USE FOR ON-CALL OR AS-NEEDED CONTRACTS)

(CONSTRUCTION ENGINEERING AND INSPECTION CONTRACTS)

Consultant Marina Construction Management, Inc.

Prime Consultant

Subconsultant

Project No. _____

Contract No. RFQ #10914

Date _____

SCHEDULE OF OTHER DIRECT COST ITEMS				
Description of Item	Quantity	Unit	Unit Cost	Total
Company Vehicle		month	\$1,790.00	\$ -
Company Vehicle Mileage			included	\$ -
Personal Vehicle (Mileage)		mile	IRS rate	\$ -
Prevailing Wage Subsistence (if applicable)		day	DIR Rate	\$ -
Per Diem (if applicable)		day	Note 6	\$ -
Rental Vehicle (if applicable)		Month	Rental Rate	\$ -
				\$ -
** Facilities Capital Cost of Money (FCCM) will be billed as an Other Direct Cost based on the sum of actual hourly rates (AHR) of each employee (Emp) and the number of monthly hours billed (MHB) multiplied by the FCCM. (@ direct labor without OH/Fee multipliers)				
				CUCP No.
Subconsultant 1:				\$ -
Subconsultant 2:				\$ -
Subconsultant 3:				\$ -
Subconsultant 4:				\$ -
Subconsultant 5:				\$ -
Subconsultant 6:				\$ -
Subconsultant 6:				\$ -
Subconsultant 6:				\$ -
Subconsultant 6:				\$ -

IMPORTANT NOTES:

- List direct cost items with estimated costs. These costs should be competitive in their respective industries and supported with appropriate documentation.
- Proposed items should be consistently billed regardless of client and contract type.
- Items when incurred for the same purpose, in like circumstance, should not be included in any indirect cost pool or in the overhead rate.
- Items such as special tooling, will be reimbursed at actual cost with supporting documentation (invoice).
- Items listed above that would be considered "tools of the trade" are not reimbursable as other direct cost.
- Travel related costs should be pre-approved by the contracting agency and shall not exceed current Sate Department of Personnel Administration rules.
- 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.
- If a consultant proposes rental costs for a vehicle, the company must demonstrate that this is their standard procedure for all of their contracts and that they do not own any vehicles that could be used for the same purpose.
- The cost proposal format shall not be amended. All costs must comply with the Federal cost principles.
- Add additional pages if necessary.
- Subconsultants must provide their own cost proposals.

EXHIBIT 10-H2 COST PROPOSAL | COUNTY OF MONTEREY | ON-CALL CONSTRUCTION SUPPORT SERVICES

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:

- 7. Generally Accepted Accounting Principles (GAAP)
- 8. Terms and conditions of the contract
- 9. [Title 23 United States Code Section 112](#) - Letting of Contracts
- 10. [48 Code of Federal Regulations Part 31](#) - Contract Cost Principles and Procedures
- 11. [23 Code of Federal Regulations Part 172](#) - Procurement, Management, and Administration of Engineering and Design Related Service
- 12. [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.

Prime Consultant or Subconsultant Certifying:

Name:	<u>Marina Chekmareva</u>	Title *:	<u>President</u>
Signature:	<u><i>MChekmareva</i></u>	Date of Certification (mm/dd/yyyy):	<u>10/27/2025</u>
Email:	<u>marina@marinacmi.com</u>	Phone Number:	<u>(650) 206-9040</u>
Address:	<u>650 Castro Street, Suite 120-492, Mountain View, CA 94041</u>		

* 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:

Construction Management services

EXHIBIT 10-H2 COST PROPOSAL

SPECIFIC RATE OF COMPENSATION (USE FOR ON-CALL OR AS-NEEDED CONTRACTS)
(CONSTRUCTION ENGINEERING AND INSPECTION CONTRACTS)

Note: Mark-ups are Not Allowed

Consultant Moore Twining Associates, Inc. Prime Consultant Subconsultant 2nd Tier Subconsultant

Project No. RFQ #10914 Contract No. _____ Participation Amount \$ _____ Date 10/28/25

For Combined Rate							220.00%
	Fringe Benefit %	+ General &Administrative %	=	Combined ICR%			
	OR						
For Home Office Rate							0.00%
	Fringe Benefit %	+ General &Administrative %	=	Home Office ICR%			
For Field Office Rate							220.00%
	Fringe Benefit %	+ General &Administrative %	=	Field Office ICR%			
				Fee	=		10%

BILLING INFORMATION

CALCULATION INFORMATION

Name/Job Title/Classification ¹	Hourly Billing Rates ²			Effective Date of Hourly Rate		Actual or Avg. Hourly Rate ⁴	% or \$ Increase	Hourly Range - for Classifications Only
	Straight ³	OT(1.5x)	OT(2x)	From	To			
Harry D, Moore, RCE, RGE * President Full-Time/Exempt	\$320.95	N/A	N/A	6/17/2025	12/31/2025	\$91.18		Not Applicable
	\$330.58	N/A	N/A	1/1/2026	12/31/2026	\$93.92	3.0%	
	\$340.50	N/A	N/A	1/1/2027	12/31/2027	\$96.74	3.0%	
	\$350.72	N/A	N/A	1/1/2028	12/31/2028	\$99.64	3.0%	
	\$361.24	N/A	N/A	1/1/2029	12/31/2029	\$102.63	3.0%	
	\$372.08	N/A	N/A	1/1/2030	12/31/2030	\$105.71	3.0%	
Read Andersen Geotechnical Division Manager Full Time / Exempt	\$296.14	\$338.21	\$380.27	6/17/2025	12/31/2025	\$84.13		Not Applicable
	\$305.02	\$348.35	\$391.67	1/1/2026	12/31/2026	\$86.65	3.0%	
	\$314.17	\$358.80	\$403.42	1/1/2027	12/31/2027	\$89.25	3.0%	
	\$323.60	\$369.57	\$415.53	1/1/2028	12/31/2028	\$91.93	3.0%	
	\$333.31	\$380.66	\$428.00	1/1/2029	12/31/2029	\$94.69	3.0%	
	\$343.31	\$392.08	\$440.84	1/1/2030	12/31/2030	\$97.53	3.0%	
Dale Siemer, PE Construction Inspection Division Full Time / Exempt	\$236.93	\$270.59	\$304.24	6/17/2025	12/31/2025	\$67.31		Not Applicable
	\$244.04	\$278.71	\$313.37	1/1/2026	12/31/2026	\$69.33	3.0%	
	\$251.36	\$287.07	\$322.77	1/1/2027	12/31/2027	\$71.41	3.0%	
	\$258.90	\$295.68	\$332.45	1/1/2028	12/31/2028	\$73.55	3.0%	
	\$266.67	\$304.55	\$342.43	1/1/2029	12/31/2029	\$75.76	3.0%	
	\$274.67	\$313.69	\$352.70	1/1/2030	12/31/2030	\$78.03	3.0%	

Note: Mark-ups are Not Allowed

Consultant Moore Twining Associates, Inc.

Prime Consultant

Subconsultant

2nd Tier Subconsultant

Project No. RFQ #10914

Contract No. _____

Date 10/28/25

BILLING INFORMATION

CALCULATION INFORMATION

Name/Job Title/Classification ¹	Hourly Billing Rates ²			Effective Date of Hourly Rate		Actual or Avg. Hourly Rate ⁴	% or \$ Increase	Hourly Range - for Classifications Only
	Straight ³	OT(1.5x)	OT(2x)	From	To			
Adrian Lopez Central CA Construction Inspection Full-Time/Exempt	\$169.24	N/A	N/A	6/17/2025	12/31/2025	\$48.08		Not Applicable
	\$174.32	N/A	N/A	1/1/2026	12/31/2026	\$49.52	3.0%	
	\$179.55	N/A	N/A	1/1/2027	12/31/2027	\$51.01	3.0%	
	\$184.94	N/A	N/A	1/1/2028	12/31/2028	\$52.54	3.0%	
	\$190.49	N/A	N/A	1/1/2029	12/31/2029	\$54.12	3.0%	
	\$196.20	N/A	N/A	1/1/2030	12/31/2030	\$55.74	3.0%	
Hector Flores Ortiz * Central Coast Staff Engineer Hourly/Non-Exempt	\$133.76	\$200.64	\$267.52	6/17/2025	12/31/2025	\$38.00		Not Applicable
	\$137.77	\$206.66	\$275.54	1/1/2026	12/31/2026	\$39.14	3.0%	
	\$141.90	\$212.85	\$283.80	1/1/2027	12/31/2027	\$40.31	3.0%	
	\$146.16	\$219.24	\$292.32	1/1/2028	12/31/2028	\$41.52	3.0%	
	\$150.54	\$225.81	\$301.08	1/1/2029	12/31/2029	\$42.77	3.0%	
	\$155.06	\$232.59	\$310.12	1/1/2030	12/31/2030	\$44.05	3.0%	
Michael Shwiyhat Materials Testing Division Manager Full-Time/Exempt	\$199.69	N/A	N/A	6/17/2025	12/31/2025	\$56.73		Not Applicable
	\$205.68	N/A	N/A	1/1/2026	12/31/2026	\$58.43	3.0%	
	\$211.85	N/A	N/A	1/1/2027	12/31/2027	\$60.18	3.0%	
	\$218.21	N/A	N/A	1/1/2028	12/31/2028	\$61.99	3.0%	
	\$224.76	N/A	N/A	1/1/2029	12/31/2029	\$63.85	3.0%	
	\$231.50	N/A	N/A	1/1/2030	12/31/2030	\$65.77	3.0%	
Shaun Reich Staff Engineer Full-Time/non- Exempt	\$126.72	\$190.08	\$253.44	6/17/2025	12/31/2025	\$36.00		Not Applicable
	\$130.52	\$195.78	\$261.04	1/1/2026	12/31/2026	\$37.08	3.0%	
	\$134.44	\$201.66	\$268.88	1/1/2027	12/31/2027	\$38.19	3.0%	
	\$138.47	\$207.71	\$276.94	1/1/2028	12/31/2028	\$39.34	3.0%	
	\$142.62	\$213.93	\$285.24	1/1/2029	12/31/2029	\$40.52	3.0%	
	\$146.90	\$220.35	\$293.80	1/1/2030	12/31/2030	\$41.74	3.0%	
Allen Harker, CEG Certified Engineering Geologist Full-Time/Exempt	\$199.69	\$228.06	\$256.42	6/17/2025	12/31/2025	\$56.73		Not Applicable
	\$205.68	\$234.90	\$264.11	1/1/2026	12/31/2026	\$58.43	3.0%	
	\$211.85	\$241.94	\$272.03	1/1/2027	12/31/2027	\$60.18	3.0%	
	\$218.21	\$249.21	\$280.20	1/1/2028	12/31/2028	\$61.99	3.0%	
	\$224.76	\$256.69	\$288.61	1/1/2029	12/31/2029	\$63.85	3.0%	
	\$231.50	\$264.39	\$297.27	1/1/2030	12/31/2030	\$65.77	3.0%	

Note: Mark-ups are Not Allowed

Consultant Moore Twining Associates, Inc.

Prime Consultant

Subconsultant

2nd Tier Subconsultant

Project No. RFQ #10914

Contract No. _____

Date 10/28/25

BILLING INFORMATION

CALCULATION INFORMATION

Name/Job Title/Classification ¹	Hourly Billing Rates ²			Effective Date of Hourly Rate		Actual or Avg. Hourly Rate ⁴	% or \$ Increase	Hourly Range - for Classifications Only
	Straight ³	OT(1.5x)	OT(2x)	From	To			
Alan Villagas, EIT Staff Engineer Full-Time/Non-Exempt	\$133.76	\$200.64	\$267.52	6/17/2025	12/31/2025	\$38.00		Not Applicable
	\$137.77	\$206.66	\$275.54	1/1/2026	12/31/2026	\$39.14	3.0%	
	\$141.90	\$212.85	\$283.80	1/1/2027	12/31/2027	\$40.31	3.0%	
	\$146.16	\$219.24	\$292.32	1/1/2028	12/31/2028	\$41.52	3.0%	
	\$150.54	\$225.81	\$301.08	1/1/2029	12/31/2029	\$42.77	3.0%	
	\$155.06	\$232.59	\$310.12	1/1/2030	12/31/2030	\$44.05	3.0%	
Keith Mayes Environmental Division Manager Full-Time/Exempt	\$203.08	\$231.93	\$260.77	6/17/2025	12/31/2025	\$57.69		Not Applicable
	\$209.17	\$238.88	\$268.59	1/1/2026	12/31/2026	\$59.42	3.0%	
	\$215.45	\$246.05	\$276.65	1/1/2027	12/31/2027	\$61.20	3.0%	
	\$221.91	\$253.43	\$284.95	1/1/2028	12/31/2028	\$63.04	3.0%	
	\$228.57	\$261.04	\$293.50	1/1/2029	12/31/2029	\$64.93	3.0%	
	\$235.43	\$268.87	\$302.31	1/1/2030	12/31/2030	\$66.88	3.0%	
Inspector - Group 1 ** Determination NC-63-3-9 Full-Time/Non-Exempt	\$344.92	\$393.92	\$442.91	6/17/2025	12/31/2025	\$97.99		Not Applicable
	\$359.00	\$410.00	\$460.99	1/1/2026	12/31/2026	\$101.99	\$4.00	
	\$373.08	\$426.08	\$479.07	1/1/2027	12/31/2027	\$105.99	\$4.00	
	\$387.16	\$442.16	\$497.15	1/1/2028	12/31/2028	\$109.99	\$4.00	
	\$401.24	\$458.24	\$515.23	1/1/2029	12/31/2029	\$113.99	\$4.00	
	\$415.32	\$474.32	\$533.31	1/1/2030	12/31/2030	\$117.99	\$4.00	
Inspector - Group 2 ** Determination NC-63-3-9 Full-Time/Non-Exempt	\$337.88	\$385.88	\$433.87	6/17/2025	12/31/2025	\$95.99		Not Applicable
	\$351.96	\$401.96	\$451.95	1/1/2026	12/31/2026	\$99.99	\$4.00	
	\$366.04	\$418.04	\$470.03	1/1/2027	12/31/2027	\$103.99	\$4.00	
	\$380.12	\$434.12	\$488.11	1/1/2028	12/31/2028	\$107.99	\$4.00	
	\$394.20	\$450.20	\$506.19	1/1/2029	12/31/2029	\$111.99	\$4.00	
	\$408.28	\$466.28	\$524.27	1/1/2030	12/31/2030	\$115.99	\$4.00	
Field Technician - Group 3 Determination NC-63-3-9 Full-Time/Non-Exempt	\$310.78	\$354.93	\$399.07	6/17/2025	12/31/2025	\$88.29		Not Applicable
	\$323.14	\$369.04	\$414.94	1/1/2026	12/31/2026	\$91.80	\$3.51	
	\$335.49	\$383.15	\$430.80	1/1/2027	12/31/2027	\$95.31	\$3.51	
	\$347.85	\$397.26	\$446.67	1/1/2028	12/31/2028	\$98.82	\$3.51	
	\$360.20	\$411.37	\$462.53	1/1/2029	12/31/2029	\$102.33	\$3.51	
	\$372.56	\$425.48	\$478.40	1/1/2030	12/31/2030	\$105.84	\$3.51	

Note: Mark-ups are Not Allowed

Consultant Moore Twining Associates, Inc.

Prime Consultant

Subconsultant

2nd Tier Subconsultant

Project No. RFQ #10914

Contract No. _____

Date 10/28/25

BILLING INFORMATION

CALCULATION INFORMATION

Name/Job Title/Classification ¹	Hourly Billing Rates ²			Effective Date of Hourly Rate		Actual or Avg. Hourly Rate ⁴	% or \$ Increase	Hourly Range - for Classifications Only
	Straight ³	OT(1.5x)	OT(2x)	From	To			
Field Technician - Group 4	\$234.50	\$267.81	\$301.12	6/17/2025	12/31/2025	\$66.62		Not Applicable
Determination NC-63-3-9	\$245.41	\$280.27	\$315.13	1/1/2026	12/31/2026	\$69.72	\$3.10	
Full-Time/Non-Exempt	\$252.98	\$288.92	\$324.85	1/1/2027	12/31/2027	\$71.87	\$3.10	
	\$263.54	\$300.98	\$338.41	1/1/2028	12/31/2028	\$74.87	\$3.10	
	\$274.10	\$313.04	\$351.97	1/1/2029	12/31/2029	\$77.87	\$3.10	
	\$285.01	\$325.50	\$365.98	1/1/2030	12/31/2030	\$80.97	\$3.10	
**Name	\$0.00	\$0.00	\$0.00	6/17/2025	12/31/2025	\$0.00		Not Applicable
Title/Classification	\$0.00	\$0.00	\$0.00	1/1/2026	12/31/2026	\$0.00	3.0%	
Full-Time/Non-Exempt	\$0.00	\$0.00	\$0.00	1/1/2027	12/31/2027	\$0.00	3.0%	
	\$0.00	\$0.00	\$0.00	1/1/2028	12/31/2028	\$0.00	3.0%	
	\$0.00	\$0.00	\$0.00	1/1/2029	12/31/2029	\$0.00	3.0%	
	\$0.00	\$0.00	\$0.00	1/1/2030	12/31/2030	\$0.00	3.0%	
**Name	\$0.00	\$0.00	\$0.00	6/17/2025	12/31/2025	\$0.00		Not Applicable
Title/Classification	\$0.00	\$0.00	\$0.00	1/1/2026	12/31/2026	\$0.00	3.0%	
Hourly/Non-Exempt	\$0.00	\$0.00	\$0.00	1/1/2027	12/31/2027	\$0.00	3.0%	
	\$0.00	\$0.00	\$0.00	1/1/2028	12/31/2028	\$0.00	3.0%	
	\$0.00	\$0.00	\$0.00	1/1/2029	12/31/2029	\$0.00	3.0%	
	\$0.00	\$0.00	\$0.00	1/1/2030	12/31/2030	\$0.00	3.0%	
**Name	\$0.00	\$0.00	\$0.00	6/17/2025	12/31/2025	\$0.00		Not Applicable
Title/Classification	\$0.00	\$0.00	\$0.00	1/1/2026	12/31/2026	\$0.00	3.0%	
Hourly/Non-Exempt	\$0.00	\$0.00	\$0.00	1/1/2027	12/31/2027	\$0.00	3.0%	
	\$0.00	\$0.00	\$0.00	1/1/2028	12/31/2028	\$0.00	3.0%	
	\$0.00	\$0.00	\$0.00	1/1/2029	12/31/2029	\$0.00	3.0%	
	\$0.00	\$0.00	\$0.00	1/1/2030	12/31/2030	\$0.00	3.0%	
**Name	\$0.00	\$0.00	\$0.00	6/17/2025	12/31/2025	\$0.00		Not Applicable
Title/Classification	\$0.00	\$0.00	\$0.00	1/1/2026	12/31/2026	\$0.00	3.0%	
Full-Time/Non-Exempt	\$0.00	\$0.00	\$0.00	1/1/2027	12/31/2027	\$0.00	3.0%	
	\$0.00	\$0.00	\$0.00	1/1/2028	12/31/2028	\$0.00	3.0%	
	\$0.00	\$0.00	\$0.00	1/1/2029	12/31/2029	\$0.00	3.0%	
	\$0.00	\$0.00	\$0.00	1/1/2030	12/31/2030	\$0.00	3.0%	

Note: Mark-ups are Not Allowed

Consultant Moore Twining Associates, Inc.

Prime Consultant

Subconsultant

2nd Tier Subconsultant

Project No. RFQ #10914

Contract No. _____

Date 1/0/00

BILLING INFORMATION

CALCULATION INFORMATION

Name/Job Title/Classification ¹	Hourly Billing Rates ²			Effective Date of Hourly Rate		Actual or Avg. Hourly Rate ⁴	% or \$ Increase	Hourly Range - for Classifications Only
	Straight ³	OT(1.5x)	OT(2x)	From	To			
**Name	\$0.00	\$0.00	\$0.00	6/17/2025	12/31/2025	\$0.00		Not Applicable
Title/Classification	\$0.00	\$0.00	\$0.00	1/1/2026	12/31/2026	\$0.00	3.0%	
Full-Time/Non-Exempt	\$0.00	\$0.00	\$0.00	1/1/2027	12/31/2027	\$0.00	3.0%	
	\$0.00	\$0.00	\$0.00	1/1/2028	12/31/2028	\$0.00	3.0%	
	\$0.00	\$0.00	\$0.00	1/1/2029	12/31/2029	\$0.00	3.0%	
	\$0.00	\$0.00	\$0.00	1/1/2030	12/31/2030	\$0.00	3.0%	
Name	\$0.00	N/A	N/A	6/17/2025	12/31/2025	\$0.00		Not Applicable
Title/Classification	\$0.00	N/A	N/A	1/1/2026	12/31/2026	\$0.00	3.0%	
Full-Time/Exempt	\$0.00	N/A	N/A	1/1/2027	12/31/2027	\$0.00	3.0%	
	\$0.00	N/A	N/A	1/1/2028	12/31/2028	\$0.00	3.0%	
	\$0.00	N/A	N/A	1/1/2029	12/31/2029	\$0.00	3.0%	
	\$0.00	N/A	N/A	1/1/2030	12/31/2030	\$0.00	3.0%	
Name	\$0.00	\$0.00	\$0.00	6/17/2025	12/31/2025	\$0.00		Not Applicable
Title/Classification	\$0.00	\$0.00	\$0.00	1/1/2026	12/31/2026	\$0.00	3.0%	
Full-Time/Non-Exempt	\$0.00	\$0.00	\$0.00	1/1/2027	12/31/2027	\$0.00	3.0%	
	\$0.00	\$0.00	\$0.00	1/1/2028	12/31/2028	\$0.00	3.0%	
	\$0.00	\$0.00	\$0.00	1/1/2029	12/31/2029	\$0.00	3.0%	
	\$0.00	\$0.00	\$0.00	1/1/2030	12/31/2030	\$0.00	3.0%	
Name	\$0.00	N/A	N/A	6/17/2025	12/31/2025	\$0.00		Not Applicable
Title/Classification	\$0.00	N/A	N/A	1/1/2026	12/31/2026	\$0.00	3.0%	
Full-Time/Exempt	\$0.00	N/A	N/A	1/1/2027	12/31/2027	\$0.00	3.0%	
	\$0.00	N/A	N/A	1/1/2028	12/31/2028	\$0.00	3.0%	
	\$0.00	N/A	N/A	1/1/2029	12/31/2029	\$0.00	3.0%	
	\$0.00	N/A	N/A	1/1/2030	12/31/2030	\$0.00	3.0%	

(Add pages as necessary)

- 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 consultants 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.

EXHIBIT 10-H2 COST PROPOSAL

SPECIFIC RATE OF COMPENSATION (USE FOR ON-CALL OR AS-NEEDED CONTRACTS)
(CONSTRUCTION ENGINEERING AND INSPECTION CONTRACTS)

Consultant Moore Twining Associates, Inc. Prime Consultant Subconsultant

Project No. RFQ #10914 Contract No. _____ Date 10/28/25

SCHEDULE OF OTHER DIRECT COST ITEMS (Add additional pages as necessary)				
Description of Item	Quantity	Unit	Unit Cost	Total
Mileage Costs for Personal Vehicle		IRS Rate		\$ 0.00
Company Vehicle		Day	\$36.00	\$ 0.00
Prevailing Wage Subsistence (if applicable, at DIR Rate)		Day	\$0.00	\$ 0.00
Blueprinting and Reproduction		Ea	Actual	\$ 0.00
Special Tooling (if required)		Ea	Actual	\$ 0.00
Freight and Courier Services		Ea	Actual	\$ 0.00
Subconsultant 1:				
Subconsultant 2:				
Subconsultant 3:				
Subconsultant 4:				
Subconsultant 5:				

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 related 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.

EXHIBIT 10-H2 COST PROPOSAL

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:

- 7. Generally Accepted Accounting Principles (GAAP)
- 8. Terms and conditions of the contract
- 9. [Title 23 United States Code Section 112](#) - Letting of Contracts
- 10. [48 Code of Federal Regulations Part 31](#) - Contract Cost Principles and Procedures
- 11. [23 Code of Federal Regulations Part 172](#) - Procurement, Management, and Administration of Engineering and Design Related Service
- 12. [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.

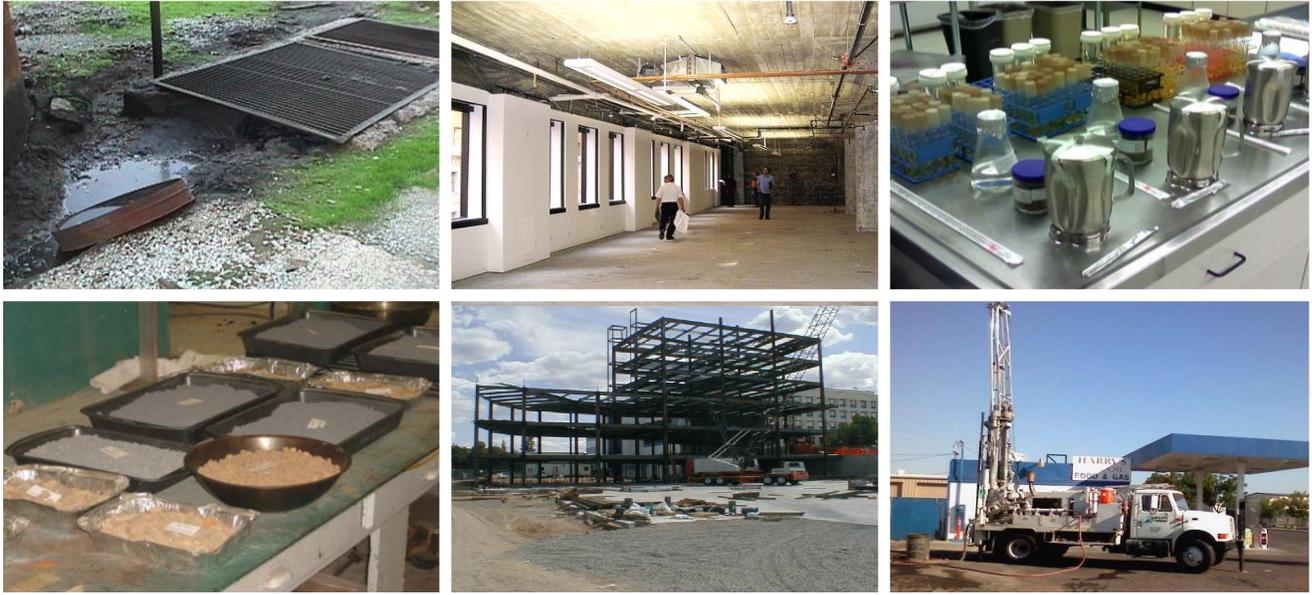
Prime Consultant or Subconsultant Certifying:

Name: Harry D. Moore Title*: President
 Signature: *Harry D. Moore* Date of Certification (mm/dd/yyyy): 10/28/25
 Email: harrym@mooretwinning.com Phone Number: 559-268-7021
 Address: 2527 Fresno Street, Fresno, CA 93721

* 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:

Construction Inspection and Materials Testing



2025-2030 Materials Testing Fee Schedule for Northern California TRC Engineers, Inc. Exp 12.31.2030

Moore Twining Associates, Incorporated
800-268-7021
www.mooretwining.com



Introduction

Moore Twining Associates, Inc. (Moore Twining), founded in 1898, has continually provided professional consulting and analytical services throughout California for the past 120 years. Moore Twining provides professional services in geotechnical



engineering, environmental services, construction inspection, materials testing, drilling services, and analytical chemistry.

Offices are maintained in Riverside, Fresno, Sand City (Monterey), and Sacramento, California with the Fresno office also serving as our corporate headquarters. Our professional staff consists of registered geotechnical

engineers, registered civil engineers, registered professional geologists, certified engineering geologists, chemists, certified inspectors, laboratory technicians, and administrative personnel.

Our reputation for service and integrity is known by individuals involved in all aspects of the engineering and testing industries throughout California. We take pride in providing our clients with consistently reliable and cost-effective services.

Office Locations

Fresno (Corporate Headquarters)	2527 Fresno Street Fresno, California 93721 Phone: 559.268.7021 Fax: 559.268.7126
<i>Chemistry Division Fax:</i>	559.268.0740
Riverside	11800 Sterling Ave., Suite C Riverside, California 92503 Phone: 951.898.8932 Fax: 951.898.8974
Monterey	501 Ortiz Avenue Sand City, California 93955 Phone: 831.392.1056 Fax: 831.392.1059
Sacramento	165 Commerce Circle, Suite D Sacramento, California 95815 Phone: 916.381.9477 Fax: 916.381.9478

Basis of Fees

1. Fees stated in this fee schedule are for professional services, construction inspection, and materials testing services provided by Moore Twining Associates, Inc. Geotechnical, Environmental, Analytical Chemistry and Drilling fees are presented separately upon request.
2. The fees listed herein are typical of engineering, inspection, and testing services most frequently provided by Moore Twining Associates, Inc. Fees for other services and special quotations will be provided upon request. Special consideration is given to projects involving protracted periods of time or volume testing. All fees are subject to change without notice.
3. A minimum of four hours per day will be charged for all field services portal to portal from our nearest office to the job site. Field services over four hours will be charged at four hour increments thereafter. A cancellation charge of four hours will be billed in the event the client fails to notify our office of a cancellation at least 24 hours prior to the scheduled inspection.
4. Time Schedule: Basis of sampling, observation, travel, and other fees:

Rate of Changes Period

Regular Time Monday through Friday – eight hours from 8:00 a.m. to 5:00 p.m.

Time and One-Half Monday through Friday – after continuous eight hours and Saturdays

Double Time Monday through Friday – after continuous eight hours Work and four overtime hours and/or Sundays and Holidays

Shift Differential

Second Shift Regular hourly rate plus 15% for the first eight hours worked; time in excess of eight hours will be charged at overtime rate

5. Fees reflect per-unit tests and only include reporting of laboratory and/or field results not requiring engineering evaluation, recommendations, and/or conclusions.
6. Vehicle mileage, when applicable, is \$0.70 per mile or current IRS mileage reimbursement rate. Drill rig, heavy equipment trucks, and four-wheel drive vehicles are \$1.75 per mile. All vehicle mileage charges (except for drill rigs) are from Moore Twining Associates, Inc.’s nearest office. Drill rigs are from our Drilling office located at 662 R Street in Fresno, California.
7. Work requiring special equipment, machinery rental, outside consultants, etc., will be charged at cost-plus-15% unless otherwise noted. The cost of replacing equipment that is damaged due to client’s request and/or negligence will be assessed.
8. For delivery of additional materials and/or equipment to the job site, pick-up of materials requested, and/or equipment ordered but not used, there will be a charge of \$70/hour. There will be a restocking fee of 20% on all materials returned. Any special rental equipment such as air compressors, generators, cement mixers, etc. can be provided at cost-plus-15%, plus pick-up and delivery charges. Other equipment necessary to meet your project’s special needs can be obtained upon request. Clients ordering specialized materials will be billed for the full amount pf purchase regardless of utilization of only a portion thereof.
9. Staff billing rates will be imposed for requested research into technical files or records.

- 10. Requests for additional copies of reports are charged at secretarial rate plus photocopying fee of \$0.10 per page.
- 11. Facsimiles are charged at \$1.00 per page for local calls and \$1.50 for long-distance calls.
- 12. Public carriers, i.e. overnight mail, FedEx, UPS, Greyhound, etc. will be charged at cost plus secretarial time.
- 13. Processing of affidavits and certificates are charged at \$50 for each additional insured.
- 14. Additional insured certificates are charged at \$50 for each additional insured.
- 15. Certified payroll, \$50 per week.
- 16. The client will be invoiced for all services, equipment, materials, and supplies used on a project. Any invoice under \$100 will be C.O.D. ~~All other invoices are due and payable on the 10th of the next succeeding month following date of charge and are past due thereafter. Past due balances are subject to a finance charge of 1.5% per month (an annual percentage rate [APR] of 18%).~~ All invoice errors or necessary corrections will be brought to the attention of the company within ten days of receipt of the invoice; thereafter, client acknowledges invoices are correct and valid.
- 17. The unit rates provided in this fee schedule will be applicable until December 31, 2030.

DS <i>MC</i>	Initial <i>JGR</i>	11/4/2025 10:26 AM PST
Contractor's Initials	Date	11/4/2025 4:38 PM PST
DS <i>mGP</i>		11/4/2025 4:54 PM PST
DS <i>PR</i>		11/5/2025 9:52 AM PST

SUPPORT STAFF HOURLY RATES			
Computer Aided Drafting		\$ 90.00	Hour
Compliance Monitoring		\$ 70.00	Hour
Administrative Services		\$ 70.00	Hour
EQUIPMENT AND VEHICLE UNIT RATES			
Nuclear Gauge Density Charge		\$ 100.00	Day
Torque Testing Equipment		\$ 22.00	Day
Coring Rig & Generator		\$ 500.00	Day
Skidmore		\$ 22.00	Day
Proof Load Testing Equipment		\$ 22.00	Day
Ultrasonic Test Unit & Consumables		\$ 50.00	Day
Misc Materials & Supplies		\$ Quote	
Bit Charge		\$ 10.00	Inch
Sample Pickup (if special trip is required)		\$ 82.50	Hour
Vehicle Mileage (or current IRS Mileage Reimbursement)		\$ 0.70	Mile
Vehicle Charge		\$ 36.00	Day
MATERIALS TESTING UNIT FEES			
AGGREGATES	TEST METHOD*		
Sieve Analysis of Fine and Coarse Aggregates	ASTM C136	\$ 244.00	Each
Materials Finer than 75-um (No. 200) Sieve in Mineral Aggregates by Washing	ASTM C117	\$ 147.00	Each
Sieve Analysis of Fines w/ Wash	ASTM C136	\$ 163.00	Each
Relative Density (Specific Gravity) and Absorption of Coarse Aggregate	ASTM C127	\$ 177.00	Each
Relative Density (Specific Gravity) and Absorption of Fine Aggregate	ASTM C128	\$ 177.00	Each
Clay Lumps and Friable Particles in Aggregates	ASTM C142	\$ 221.00	Each
Evaluating Cleanness of Coarse Aggregate CTM 227	CT 227	\$ 177.00	Each
Determining the Percentage of Fractured Particles in Coarse Aggregate	ASTM D5821	\$ 190.00	Each
Durability Index	CT 229	\$ 177.00	Each
Resistance to Degradation of Large-Size Coarse Aggregates by Abrasion and Impact in the Los Angeles Machine	ASTM C535 / C131	\$ 263.00	Each
Organic Impurities in Fine Aggregates for Concrete	ASTM C40	\$ 119.00	Each
Soundness of Aggregates by Use of Sodium Sulfate or Magnesium Sulfate	ASTM C88	\$ 440.00	Each
Sand Equivalent of Soils and Fine Aggregate	ASTM D2419	\$ 133.00	Each
Lightweight Particles in Aggregate	ASTM C123	\$ 330.00	Each
Bulk Density ("Unit Weight") and Voids in Aggregate	ASTM C29	\$ 78.75	Each
Flat Particles, or Flat and Elongated Particles in Coarse Aggregate	ASTM D4791	\$ 177.00	Each
ASPHALT			
Preparation of Asphalt Mixture Specimens Using Marshall Apparatus	ASTM D6926	\$ 355.00	Each

MOORE TWINING ASSOCIATES, INC.

Asphalt Content of Asphalt Mixture by Ignition Method	ASTM C6307	\$	221.00	Each
Mechanical Size Analysis of Extracted Aggregate	ASTM D5444	\$	177.00	Each
Theoretical Maximum Specific Gravity and Density of Bituminous Paving Mixtures	ASTM D2041	\$	221.00	Each
Resistance to Deformation and Cohesion of Asphalt Mixtures by Means of Hveem Apparatus	ASTM D1560	\$	221.00	Each
Marshall Stability and Flow of Asphalt Mixtures	ASTM C6927	\$	300.00	Each
Bulk Specific Gravity and Density of Non-Absorptive Compacted Asphalt Mixtures	ASTM D2726	\$	66.00	Each
Bulk Specific Gravity and Density of Compacted Bituminous Mixtures Using Coated Samples	ASTM D1188	\$	66.00	Each
Swell of Bituminous Mixtures	CT 305	\$	329.00	Each
Moisture Vapor Susceptibility of Bituminous Mixtures	CT 307	\$	355.00	Each
Quantitative Extraction of Asphalt Binder from Asphalt Mixtures	ASTM D2172	\$	284.00	Each
Thickness or Height of Compacted Asphalt Mixture Specimens	ASTM D3549	\$	29.00	Each
CONCRETE				
Concrete Mix Design Review	ACI 214	\$	198.00	Each
Compressive Strength of Cylindrical Concrete Specimens 6"x12" (Set of 4)	ASTM C39	\$	128.00	Set of 4
Compressive Strength of Cylindrical Concrete Specimens 6"x12" (Single Specimen)	ASTM C39	\$	32.00	Each
Compressive Strength of Cylindrical Concrete Specimens 6"x12" (Held but Not Tested)	ASTM C39	\$	12.00	Each
Compressive Strength of Cylindrical Concrete Specimens 4"x8" (Set of 5)	ASTM C39	\$	160.00	Set of 5
Compressive Strength of Cylindrical Concrete Specimens 4"x8" (Single Specimen)	ASTM C39	\$	32.00	Each
Compressive Strength of Cylindrical Concrete Specimens 4"x8" (Held but Not Tested)	ASTM C39	\$	12.00	Each
Preparation of Cylindrical Concrete Specimens by Saw Cutting	ASTM C39	\$	29.00	Each
Cylinder Molds		\$	8.50	Each
Obtaining and Testing Drilled Cores and Sawed Beams of Concrete	ASTM C42	\$	79.00	Each
Charge for Diamond Core Barrels	ASTM C42	\$	15.00	Inch
Flexural Strength of Concrete (Using Simple Beam with Third-Point Loading)	ASTM C78	\$	100.00	Each
Flexural Strength of Concrete (Using Simple Beam with Center-Point Loading)	ASTM C293	\$	100.00	Each
Splitting Tensile Strength of Cylindrical Concrete Specimens	ASTM C496	\$	72.00	Each
Determining Density of Structural Lightweight Concrete	ASTM C567	\$	39.00	Each
Compressive Strength of Lightweight Insulating Concrete	ASTM C495	\$	336.00	Each
Length Change of Hardened Hydraulic-Cement and Concrete	ASTM C157	\$	290.00	Each
Preparing and Testing Specimens from Shotcrete Test Panels	ASTM C1149	\$	370.00	Each
Measuring Thickness of Concrete Elements Using Drilled Concrete Cores	ASTM C174	\$	85.50	Each

MOORE TWINING ASSOCIATES, INC.

Measuring Moisture Vapor Emission Rate of Concrete Subfloor Using Anhydrous Calcium Chloride Test Kits	ASTM F1869	\$	85.50	Each
Determining Relative Humidity in Concrete Floor Slabs Using In Situ Probes – Test Probes	ASTM F2170	\$	72.00	Each

SOILS

Liquid Limit, Plastic Limit, and Plasticity Index of Soils	ASTM D4318	\$	221.00	Each
Specific Gravity of Soil Solids by Water Pycnometer	ASTM D854	\$	214.50	Each
Resistance R-Value and Expansion Pressure of Compacted Soils	ASTM D2844	\$	300.00	Each
One-Dimensional Consolidation Properties of Soils Using Increment Loading	ASTM D2435	\$	427.50	Each
Unconfined Compressive Strength of Cohesive Soil	ASTM D2166	\$	214.50	Each
Direct Shear Test of Soils Under Consolidated Drained Conditions	ASTM D3080	\$	356.00	Each
Expansion Index of Soils	ASTM D4829	\$	242.50	Each
Laboratory Determination of Water (Moisture) Content of Soil and Rock by Mass	ASTM D2216	\$	47.00	Each
Hydraulic Conductivity of Saturated Porous Materials Using a Flexible Wall Permeameter	ASTM D5084	\$	477.00	Each
pH of Soil for Use in Corrosion Testing	ASTM G51	\$	58.00	Each
Water-Soluble Sulfate in Soil	ASTM C1580	\$	58.00	Each
Soils and Waters for Chloride Content	CT 422	\$	58.00	Each
Estimating the Service Life of Steel Culverts	CT 643	\$	158.00	Each
California Bearing Ratio (CBR) of Laboratory- @ 100%	ASTM D1883	\$	500.00	Each
California Bearing Ratio (CBR) of Laboratory-Compacted Soils at 95% Relative Compaction, 3 Point Method	ASTM D1883	\$	995.00	Each
Correction of Unit Weight and Water Content for Soils Containing Oversize Particles	ASTM D4718	\$	177.00	Each
Determining Dispersive Characteristics of Clayey Soils by the Crumb Test	ASTM D6572	\$	68.00	Each
Laboratory Compaction Characteristics of Soil Using Standard Effort (12,400 ft-lbf/ft ³)	ASTM D698	\$	196.00	Each
Laboratory Compaction Characteristics of Soil Using Modified Effort (56,000 ft-lbf ³) 4 Inch Diameter Mold	ASTM D1557	\$	263.00	Each
Laboratory Compaction Characteristics of Soil Using Modified Effort (56,000 ft-lbf ³) 6 Inch Diameter Mold	ASTM D1557	\$	271.00	Each
Relative Compaction of Untreated and Treated Soils and Aggregates	CT 216	\$	227.00	Each
Unconfined Compressive Strength of Lime Treated Soils and Aggregates	CT 373	\$	204.00	Each

MASONRY

Preconstruction and Construction Evaluation of Mortars for Plain and Reinforced Unit Masonry (Compressive Strength of Cylindrical 2" x 4" Specimens)	ASTM C780	\$	29.00	Each
Sampling and Testing Grout	ASTM C1019	\$	43.00	Each
Compressive Strength of Masonry Prisms	ASTM C1314	\$	106.00	Each
Diagonal Tension (Shear) in Masonry Assemblages	ASTM E519	\$	76.00	Each
Sampling and Testing Concrete Masonry Units and Related Units (Compressive Strength)	ASTM C140	\$	106.00	Each

MOORE TWINING ASSOCIATES, INC.

Sampling and Testing Concrete Masonry Units and Related Units (Absorption, Unit Weight and Moisture Content)	ASTM C140	\$	106.00	Each
Linear Drying Shrinkage of Concrete Masonry Units	ASTM C426	\$	106.00	Each
Relative Mortar Strength of Portland Cement Concrete Sand	CT 515	\$	357.00	Each
Compressive Strength of Hydraulic Cement Mortars (Using 2-in. Cube Specimens)	ASTM C109	\$	27.00	Each
STEEL				
Tensile Strength / Yield Testing of Reinforcing Steel Products (Rebar) up to #6 Rebar	ASTM A370	\$	81.00	Each
Tensile Strength / Yield Testing of Reinforcing Steel Products (Rebar) #7 ~ #11 Rebars	ASTM A370	\$	115.00	Each
Bend Testing of Material for Ductility (Rebar Bend Test)	ASTM E290	\$	77.00	Each
Testing Multi-Wire Steel Prestressing Strand	ASTM A1061	\$	By quote	Each
FIREPROOFING				
Thickness and Density of Sprayed Fire-Resistive Material (SFRM) Applied to Structural Members (Density)	ASTM E605	\$	77.00	Each

* ASTM = American Society for Testing and Materials*CT = California Test

**EXHIBIT B – FEDERAL PROVISIONS
CALTRANS LOCAL ASSISTANCE PROCEDURES MANUAL**

In compliance with RFQ #10914, the CONTRACTOR (also referred to as “Consultant”) will be required to comply with Federal Provisions if the project uses Federal Highway Administration (FHWA) funds. Federal Provisions, Exhibit B, attached hereto, shall be completed by CONTRACTOR (Consultant) and submitted to COUNTY (also referred to as “Local Agency”) for approval prior to COUNTY (Local Agency) issuing a Notice to Proceed for the project to CONTRACTOR (Consultant).

**EXHIBIT B – FEDERAL PROVISIONS
CALTRANS LOCAL ASSISTANCE PROCEDURES MANUAL**

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Article I - Introduction

- A. This AGREEMENT is between the following named, hereinafter referred to as, CONTRACTOR and the following named, hereinafter referred to as, COUNTY:

The name of the "CONTRACTOR" is as follows:

Incorporated in the State of California

The Project Manager for the "CONTRACTOR" will be:

The name of the COUNTY is as follows:

County of Monterey
Department of Public Works, Facilities and Parks
1441 Schilling Place, South 2nd Floor
Salinas, CA 93901-4527

The Project Manager for the COUNTY will be:

- B. The work to be performed under this AGREEMENT is described in Article III Statement of Work and the approved CONTRACTOR's Cost Proposal dated (month, date, year). The approved CONTRACTOR's Cost Proposal is attached hereto as (Exhibit _____) and incorporated by reference. If there is any conflict between the approved Cost Proposal and this AGREEMENT, this AGREEMENT shall take precedence.
- C. CONTRACTOR agrees to the fullest extent permitted by law, to indemnify, protect, defend, and holdharmless COUNTY, 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 CONTRACTOR, except such loss or damage which was caused by the sole negligence, or willful misconduct of COUNTY, as determined by a Court of competent jurisdiction. The provisions of this section shall survive termination or suspension of this AGREEMENT.
- D. CONTRACTOR in the performance of this AGREEMENT, shall act in an independent capacity. It is understood and agreed that CONTRACTOR (including CONTRACTOR's employees) is an independent contractor, and that no relationship of employer-employee exists between the parties hereto. CONTRACTOR's assigned personnel shall not be entitled to any benefits payable to employees of COUNTY.

-
- E. COUNTY is not required to make any deductions or withholdings from the compensation payable to CONTRACTOR under the provisions of the AGREEMENT and is not required to issue W-2 Forms for income and employment tax purposes for any of CONTRACTOR's assigned personnel. CONTRACTOR, in the performance of its obligation hereunder, is only subject to the control or direction of the COUNTY as to the designation of tasks to be performed and the results to be accomplished.
 - F. Any third-party person(s) employed by CONTRACTOR shall be entirely and exclusively under the direction, supervision, and control of CONTRACTOR. CONTRACTOR hereby indemnifies and holds COUNTY harmless from any and all claims that may be made against COUNTY 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, CONTRACTOR's obligations under this AGREEMENT are not assignable or transferable, and CONTRACTOR shall not subcontract any work, without the prior written approval of the COUNTY. However, claims for money due or which become due to CONTRACTOR from COUNTY 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 COUNTY.
 - H. CONTRACTOR shall be as fully responsible to the COUNTY for the negligent acts and omissions of its contractors and subconsultants or subcontractors, and of persons either directly or indirectly employed by them, in the same manner as persons directly employed by CONTRACTOR.
 - 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 CONTRACTOR as provided herein, shall be in compensation for all of CONTRACTOR's expenses incurred in the performance hereof, including travel and per diem, unless otherwise expressly so provided.

Article II Contractor's Reports or Meetings

(Choose either Option 1 or Option 2)

(Option 1 – Use Paragraphs A & B below for standard AGREEMENT)

- A. CONTRACTOR shall submit progress reports at least once a month. The report should be sufficiently detailed for the COUNTY's Contract Administrator to determine, if CONTRACTOR 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. CONTRACTOR's Project Manager shall meet with COUNTY's Contract Administrator, as needed, to discuss progress on the AGREEMENT.

(Option 2 – Use Paragraphs A & B below for ON-CALL AGREEMENTS)

- A. CONTRACTOR 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 COUNTY's Contract Administrator or Project Coordinator to determine, if CONTRACTOR 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. CONTRACTOR's Project Manager shall meet with COUNTY's Contract Administrator or Project Coordinator, as needed, to discuss progress on the project(s).

Article III Statement of Work

(Insert Appropriate Statement of Work including a Description of the Deliverables) *in the following sections. If a section does not apply to the AGREEMENT, state "Not Applicable to this AGREEMENT."*

- A. CONTRACTOR Services Not Applicable to this Agreement
 Detail based on the services to be furnished should be provided by CONTRACTOR. Nature and extent should be verified in the negotiations to make precise statements to eliminate subsequent uncertainties and misunderstandings. Reference to the appropriate standards for design or other standards for work performance stipulated in CONTRACTOR AGREEMENT should be included. Describe acceptance criteria, and if the responsible CONTRACTOR/engineer shall sign all Plans, Specifications and Estimate (PS&E) and engineering data furnished under the AGREEMENT including registration number.

 Environmental documents are not considered complete until a Caltrans District Senior Environmental Planner signs the Categorical Exclusion, a Caltrans Deputy District Director signs the Finding of No Significant Impact (FONSI), or the Caltrans District Director signs the Record of Decision (see LAPM Chapter 6: Environmental Procedures, and the Standard Environmental Reference).
- B. Right of Way Not Applicable to this Agreement
 State whether Right of Way requirements to be determined and shown by CONTRACTOR, whether land surveys and computations with metes and bounds descriptions are to be made, and whether Right of Way parcel maps are to be furnished.
- C. Surveys Not Applicable to this Agreement
 State whether or not the CONTRACTOR has the responsibility for performing preliminary or construction surveys.
- D. Subsurface Investigations Not Applicable to this Agreement
 State specifically whether or not CONTRACTOR has the responsibility for making subsurface investigations. If borings or other specialized services are to be made by others under the supervision of CONTRACTOR, appropriate provisions are to be incorporated. Archaeological testing and data recovery guidance can be found in the Standard Environmental Reference.
- E. COUNTY (LOCAL AGENCY) Obligations Not Applicable to this Agreement
 All data applicable to the project and in possession of COUNTY (local agency), another agency, or government agency that are to be made available to CONTRACTOR are referred to in the AGREEMENT. Any other assistance or services to be furnished to CONTRACTOR are to be stated clearly.
- F. Conferences, Site Visits, Inspection of Work Not Applicable to this Agreement
 This AGREEMENT provides for conferences as needed, visits to the site, and inspection of the

work by representatives of the COUNTY, State, and/or FHWA. Costs incurred by CONTRACTOR for meetings, subsequent to the initial meeting shall be included in the fee.

- G. Checking Shop Drawings Not Applicable to this Agreement
For AGREEMENTS requiring the preparation of construction drawings and make provision for checking shop drawings. Payment for checking shop drawings by CONTRACTOR is included in the AGREEMENT fee, or provision may be made for separate payment.
- H. CONTRACTOR Services During Construction Not Applicable to this Agreement
The extent, if any of CONTRACTOR'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 Not Applicable to this Agreement
AGREEMENTS where appropriate, shall provide that CONTRACTOR document the results of the work to the satisfaction of COUNTY, 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 Not Applicable to this Agreement
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 time must be set for beginning and ending the work under the AGREEMENT. The time allowed for performing the work is specified; it should be reasonable for the kind and amount of services contemplated; and it is written into the AGREEMENT. If it is desirable that Critical Path Method (CPM) networks, or other types of schedules be prepared by CONTRACTOR, they should be identified and incorporated into the AGREEMENT.

- A. This AGREEMENT shall go into effect on (month, date, year), contingent upon approval by COUNTY, and CONTRACTOR shall commence work after notification to proceed by COUNTY Contract Administrator. The AGREEMENT shall end on (month, date, year), unless extended by AGREEMENT amendment.
- B. CONTRACTOR is advised that any recommendation for AGREEMENT award is not binding on COUNTY until the AGREEMENT is fully executed and approved by COUNTY.

Use paragraph C below in addition to paragraphs A & B above for on-call AGREEMENTS. On-call AGREEMENTS shall be five (5) years maximum.

- 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 AGREEMENT 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

(Choose either Option 1, 2, 3, or 4)

(Option 1 - Use paragraphs A through K below for Cost-Plus-Fixed Fee AGREEMENTS. Use Exhibit10-H1: Cost Proposal Format)

- A. The method of payment for this AGREEMENT will be based on actual cost plus a fixed fee. COUNTY will reimburse CONTRACTOR for actual costs (including labor costs, employee benefits, travel, equipment rental costs, overhead and other direct costs) incurred by CONTRACTOR in performance of the work. CONTRACTOR will not be reimbursed for actual costs that exceed the estimated wage rates, employee benefits, travel, equipment rental, overhead, and other estimated costs set forth in the approved CONTRACTOR's Cost Proposal, unless additional reimbursement is provided for by AGREEMENT amendment. In no event, will CONTRACTOR be reimbursed for overhead costs at a rate that exceeds COUNTY's approved overhead rate set forth in the Cost Proposal. In the event, that COUNTY determines that a change to the work from that specified in the Cost Proposal and AGREEMENT is required, the AGREEMENT time or actual costs reimbursable by COUNTY shall be adjusted by AGREEMENT amendment to accommodate the changed work. The maximum total cost as specified in Paragraph "I" of this Article shall not be exceeded, unless authorized by AGREEMENT amendment.
- B. The indirect cost rate established for this AGREEMENT is extended through the duration of this specific AGREEMENT. CONTRACTOR's agreement to the extension of the one (1)-year applicable period shall not be a condition or qualification to be considered for the work or AGREEMENT award.
- C. In addition to the allowable incurred costs, COUNTY will pay CONTRACTOR a fixed fee of \$_____. The fixed fee is nonadjustable for the term of the AGREEMENT, except in the event of a significant change in the scope of work and such adjustment is made by AGREEMENT amendment.
- D. Reimbursement for transportation and subsistence costs shall not exceed the rates specified in the approved Cost Proposal.
- E. When milestone cost estimates are included in the approved Cost Proposal, CONTRACTOR shall obtain prior written approval for a revised milestone cost estimate from the Contract Administrator before exceeding such cost estimate.
- F. Progress payments will be made monthly in arrears based on services provided and allowable incurred costs. A pro rata portion of CONTRACTOR's fixed fee will be included in the monthly progress payments. If CONTRACTOR fails to submit the required deliverable items according to the schedule set forth in Article III Statement of Work, COUNTY shall have the right to delay payment or terminate this AGREEMENT.
- G. No payment will be made prior to approval of any work, nor for any work performed prior to approval of this AGREEMENT.
- H. CONTRACTOR will be reimbursed, promptly according to California Regulations upon receipt by COUNTY's Contract Administrator of itemized invoices in duplicate. Invoices shall be submitted no later than thirty (30) calendar days after the performance of work for which CONTRACTOR is billing. Invoices shall detail the work performed on each milestone and each project as applicable.

Invoices shall follow the format stipulated for the approved Cost Proposal and shall reference this AGREEMENT number and project title. Final invoice must contain the final cost and all credits due COUNTY including any equipment purchased under the provisions of Article XI Equipment Purchase. The final invoice should be submitted within sixty (60) calendar days after completion of CONTRACTOR's work. Invoices shall be mailed to COUNTY's Contract Administrator at the following address:

County of Monterey
 Department of Public Works, Facilities and Parks
 1441 Schilling Place, South 2nd Floor
 Salinas, CA 93901-4527
 Attn: Finance Division

- I. The total amount payable by COUNTY including the fixed fee shall not exceed \$_____.
- J. For personnel subject to prevailing wage rates as described in the California Labor Code, all salary increases, which are the direct result of changes in the prevailing wage rates are reimbursable.

(Option 2 - For Cost per Unit of Work AGREEMENTS, replace paragraphs A & B of Option 1 with the following paragraphs A, B, and C and re-letter the remaining paragraphs. Adjust as necessary for workspecific to your project. Use Exhibit 10-H3: Cost Proposal Format).

- A. The method of payment for the following items shall be at the rate specified for each item, as described in this Article. The specified rate shall include full compensation to CONTRACTOR for the item as described, including but not limited to, any repairs, maintenance, or insurance, and no further compensation will be allowed, therefore.
- B. The specified rate to be paid for vehicle expense for CONTRACTOR's field personnel shall be \$_____ per approved Cost Proposal. This rate shall be for a fully equipped vehicle(s) specified in Article III Statement of Work, as applicable the specified rate to be paid for equipment shall be, as listed in the approved Cost Proposal.
- C. The method of payment for this AGREEMENT, except those items to be paid for on a specified rate basis, will be based on cost per unit of work. COUNTY will reimburse CONTRACTOR for actual costs (including labor costs, employee benefits, travel, equipment-rental costs, overhead and other direct costs) incurred by CONTRACTOR in performance of the work. CONTRACTOR will not be reimbursed for actual costs that exceed the estimated wage rates, employee benefits, travel, equipment rental, overhead and other estimated costs set forth in the approved Cost Proposal, unless additional reimbursement is provided for, by AGREEMENT amendment. In no event, will CONTRACTOR be reimbursed for overhead costs at a rate that exceeds COUNTY approved overhead rate set forth in the approved Cost Proposal. In the event, COUNTY determines that changed work from that specified in the approved Cost Proposal and AGREEMENT is required; the actual costs reimbursable by COUNTY may be adjusted by AGREEMENT amendment to accommodate the changed work. The maximum total cost as specified in Paragraph "I," of this article shall not be exceeded unless authorized by AGREEMENT amendment.

(Option 3 - Use paragraphs A through P for Specific Rates of Compensation Agreements [such as on-call Agreements]. This payment method shall only be used when it is not possible at the time of

procurement to estimate the extent or duration of the work or to estimate costs with any reasonable degree of accuracy. The specific rates of compensation payment method should be limited to AGREEMENTS or components of AGREEMENTS for specialized or support type services where the CONTRACTOR is not in direct control of the number of hours worked, such as construction engineering and inspection. Use Exhibit 10-H2: Cost Proposal Format).

- A. CONTRACTOR will be reimbursed for hours worked at the hourly rates specified in CONTRACTOR'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. CONTRACTOR will be reimbursed within thirty (30) calendar days upon receipt by COUNTY's Contract Administrator of itemized invoices in duplicate.
- B. In addition, CONTRACTOR 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 CONTRACTOR through issuance of Task Orders
- D. After a project to be performed under this AGREEMENT is identified by COUNTY, COUNTY 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 COUNTY Project Coordinator. The draft Task Order will be delivered to CONTRACTOR for review. CONTRACTOR 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 COUNTY and CONTRACTOR.
- 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 CONTRACTOR's approved Cost Proposal.

CONTRACTOR 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. CONTRACTOR is responsible for paying the appropriate rate, including escalations that take place during the term of the AGREEMENT.

- F. (COUNTY to include either (a) or (b) below; delete the other one (1))
 - (a) Reimbursement for transportation and subsistence costs shall not exceed State rates.
 - (b) Reimbursement for transportation and subsistence costs shall not exceed the rates as specified in the approved Cost Proposal. CONTRACTOR will be responsible for transportation and subsistence costs in excess of State rates.
- G. When milestone cost estimates are included in the approved Cost Proposal, CONTRACTOR 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. CONTRACTOR shall not commence performance of work or services until this AGREEMENT has been approved by COUNTY, and notification to proceed has been issued by COUNTY'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 COUNTY and signed by an authorized representative of COUNTY. No expenditures are authorized on a project and work shall not commence until a Task Order for that project has been executed by COUNTY.
- K. CONTRACTOR will be reimbursed, within thirty (30) days upon receipt by COUNTY'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 CONTRACTOR 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 to COUNTY that include any equipment purchased under the provisions of Article XI Equipment Purchase, must be reimbursed by CONTRACTOR prior to the expiration or termination of this AGREEMENT. Invoices shall be mailed to COUNTY's Contract Administrator at the following address:

County of Monterey
 Department of Public Works, Facilities and Parks
 1441 Schilling Place, South 2nd Floor
 Salinas, CA 93901-4527
 Attn: Finance Division

- 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 COUNTY for an individual Task Order shall not exceed the amount agreed to in the Task Order, unless authorized by amendment.
- N. If CONTRACTOR 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 terms) of this AGREEMENT nor to exceed the scope of work under this AGREEMENT.
- P. The total amount payable by COUNTY for all Task Orders resulting from this AGREEMENT shall not exceed \$ 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.

(Option 4 - Use paragraphs A through E below for lump sum AGREEMENTS. Use Exhibit 10-H1: Cost Proposal Format).

- A. The method of payment for this AGREEMENT will be based on lump sum. The total lump sum price paid to CONTRACTOR will include compensation for all work and deliverables, including travel and equipment described in Article III Statement of Work. No additional compensation will

be paid to CONTRACTOR, unless there is a change in the scope of the work or the scope of the project. In the instance of a change in the scope of work or scope of the project, adjustment to the total lump sum compensation will be negotiated between CONTRACTOR and COUNTY. Adjustment in the total lump sum compensation will not be effective until authorized by contract amendment and approved by COUNTY.

- B. Progress payments may be made monthly in arrears based on the percentage of work completed by CONTRACTOR. If CONTRACTOR fails to submit the required deliverable items according to the schedule set forth in Article III Statement of Work, COUNTY shall have the right to delay payment or terminate this AGREEMENT in accordance with the provisions of Article VI Termination.
- C. CONTRACTOR shall not commence performance of work or services until this AGREEMENT has been approved by COUNTY and notification to proceed has been issued by COUNTY'S Contract Administrator. No payment will be made prior to approval of any work, or for any work performed prior to approval of this AGREEMENT.
- D. CONTRACTOR will be reimbursed within thirty (30) days upon receipt by County's Contract Administrator of itemized invoices in duplicate. Invoices shall be submitted no later than thirty (30) calendar days after the performance of work for which CONTRACTOR is billing. 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 and project title. Final invoice must contain the final cost and all credits due COUNTY that include any equipment purchased under the provisions of Article XI Equipment Purchase. The final invoice must be submitted within sixty (60) calendar days after completion of CONTRACTOR's work unless a later date is approved by County. Invoices shall be mailed to COUNTY's Contract Administrator at the following address:

County of Monterey
 Department of Public Works, Facilities and Parks
 1441 Schilling Place, South 2nd Floor
 Salinas, CA 93901-4527
 Attn: Finance Division

- E. The total amount payable by COUNTY shall not exceed \$ _____.

Article VI Termination

- A. This AGREEMENT may be terminated by COUNTY, provided that COUNTY gives not less than thirty (30) calendar days' written notice (delivered by certified mail, return receipt requested) of intent to terminate. Upon termination, COUNTY 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.
- B. COUNTY may temporarily suspend this AGREEMENT, at no additional cost to COUNTY, provided that CONTRACTOR is given written notice (delivered by certified mail, return receipt requested) of temporary suspension. If COUNTY gives such notice of temporary suspension, CONTRACTOR 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, CONTRACTOR shall not be relieved of liability to COUNTY for damages sustained by COUNTY by virtue of any breach of this AGREEMENT by CONTRACTOR, and COUNTY may withhold any payments due to CONTRACTOR until such time

as exact amount of damages, if any, due COUNTY from CONTRACTOR is determined.

- D. In the event of termination, CONTRACTOR shall be compensated as provided for in this AGREEMENT. Upon termination, COUNTY 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. CONTRACTOR agrees that 48 CFR Part 31, Contract Cost Principles and Procedures shall be used to determine the allowability of individual terms of cost.
- B. CONTRACTOR also agrees to comply with Federal procedures in accordance with 2 CFR, Part 200, Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards.
- C. Any costs for which payment has been made to CONTRACTOR that are determined by subsequent audit to be unallowable under 48 CFR Part 31 or 2 CFR Part 200 are subject to repayment by CONTRACTOR to COUNTY.
- D. When a CONTRACTOR or subcontractor is a Non-Profit Organization or an Institution of Higher Education, the Cost Principles for Title 2 CFR Part 200, Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards shall apply.

Article VIII Retention of Records/Audit

For the purpose of determining compliance with Government Code §8546.7, the CONTRACTOR, subcontractors, and COUNTY 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 CONTRACTOR'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. COUNTY, 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 CONTRACTOR, subcontractor and the CONTRACTOR'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 COUNTY'S Chief Financial Officer.
- B. Not later than thirty (30) calendar days after issuance of the final audit report, CONTRACTOR may request a review by COUNTY'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 COUNTY will excuse CONTRACTOR from full and timely performance, in accordance with the terms of this AGREEMENT.
- D. CONTRACTOR and subcontractor 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, Part 31 and other related laws and regulations. In the instances of a CPA ICR audit work paper review, it is CONTRACTOR's responsibility to ensure federal, state, COUNTY 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 CONTRACTOR and approved by COUNTY Contract Administrator to conform to the audit or review recommendations. CONTRACTOR agrees that individual terms of costs identified in the audit report shall be incorporated into the AGREEMENT by this reference if directed by COUNTY at its sole discretion. Refusal by CONTRACTOR to incorporate audit or review recommendations, or to ensure that the federal, COUNTY 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. CONTRACTOR'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 CONTRACTOR and approved by the COUNTY 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 CONTRACTOR 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 CONTRACTOR's independent CPA, IOAI will work with the CPA and/or CONTRACTOR 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, COUNTY will reimburse the CONTRACTOR at an accepted ICR until a FAR (Federal Acquisition Regulation) compliant ICR {e.g. 48 CFR, Part 31; GAGAS (Generally Accepted Government 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 CONTRACTOR 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 CONTRACTOR's and/or the independent CPA's revisions.

3. If the CONTRACTOR 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. CONTRACTOR may submit to COUNTY 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 COUNTY; and (3) IOAI has issued its final ICR review letter. The CONTRACTOR MUST SUBMIT ITS FINAL INVOICE TO COUNTY 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 COUNTY and the CONTRACTOR, either as a prime or subcontractor, with the same fiscal period ICR.

Article X Subcontracting

- A. Nothing contained in this AGREEMENT or otherwise, shall create any contractual relation between the COUNTY and any subcontractor(s), and no sub agreement shall relieve the CONTRACTOR of its responsibilities and obligations hereunder. The CONTRACTOR agrees to be as fully responsible to the COUNTY for the acts and omissions of its subcontractor(s) 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 CONTRACTOR. The CONTRACTOR's obligation to pay its subcontractor(s) is an independent obligation from the COUNTY's obligation to make payments to the CONTRACTOR.
- B. CONTRACTOR 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 COUNTY's Contract Administrator, except that, which is expressly identified in the CONTRACTOR's approved Cost Proposal.
- C. Any sub agreement entered into as a result of this AGREEMENT shall contain all the provisions stipulated in this entire AGREEMENT to be applicable to subcontractors unless otherwise noted.
- D. CONTRACTOR shall pay its subcontractors within fifteen (15) calendar days from receipt of each ~~payment~~ made to the CONTRACTOR by the COUNTY.
- E. Any substitution of subcontractor(s) must be approved in writing by COUNTY's Contract Administrator in advance of assigning work to a substitute subcontractor(s).
- F. Prompt Progress Payment
CONTRACTOR or subcontractor shall pay to any subcontractor, not later than fifteen (15) days after receipt of each progress payment, unless otherwise agreed to in writing, the respective amounts allowed CONTRACTOR on account of the work performed by the subcontractors, to the extent of each subcontractor'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 CONTRACTOR or subcontractor to a subcontractor, CONTRACTOR or subcontractor may withhold no more than one hundred fifty percent (150%) 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 subcontractor, of two percent (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 subcontractors.

G. Prompt Payment of Withheld Funds to subcontractors

The COUNTY may hold retainage from CONTRACTOR and shall make prompt and regular incremental acceptances of portions, as determined by the COUNTY, of the contract work, and pay retainage to CONTRACTOR based on these acceptances. The COUNTY shall designate one of the methods below in the contract to ensure prompt and full payment of any retainage kept by CONTRACTOR or subcontractor to a subcontractor. (Choose either Method 1, Method 2, or Method 3 below and delete the other two (2).)

Method 1: No retainage will be held by the COUNTY from progress payments due to CONTRACTOR. CONTRACTORS and subcontractors are prohibited from holding retainage from subcontractors. Any delay or postponement of payment may take place only for good cause and with the COUNTY's prior written approval. Any violation of these provisions shall subject the violating CONTRACTOR or subcontractor to the penalties, sanctions, and other 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 CONTRACTOR or subcontractor in the event of a dispute involving late payment or nonpayment by CONTRACTOR, deficient subcontractor performance and/or noncompliance by a subcontractor. This clause applies to both DBE and non-DBE subcontractors.

Method 2: No retainage will be held by the COUNTY from progress payments due to CONTRACTOR. Any retainage kept by CONTRACTOR or by a subcontractor must be paid in full to the earning subcontractor within fifteen (15) days after the subcontractor's work is satisfactorily completed. Any delay or postponement of payment may take place only for good cause and with the COUNTY's prior written approval. Any violation of these provisions shall subject the violating CONTRACTOR or subcontractor 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 CONTRACTOR or subcontractor in the event of a dispute involving late payment or nonpayment by CONTRACTOR, deficient subcontractor performance and/or noncompliance by a subcontractor. This clause applies to both DBE and non-DBE subcontractors.

Method 3: The COUNTY shall hold retainage from CONTRACTOR and shall make prompt and regular incremental acceptances of portions, as determined by the COUNTY of the contract work and pay retainage to CONTRACTOR based on these acceptances. CONTRACTOR or subcontractor shall return all monies withheld in retention from all subcontractors within fifteen (15) days after receiving payment for work satisfactorily completed and accepted including incremental acceptances of portions of the contract work by the COUNTY. Any delay or postponement of payment may take place only for good cause and with the COUNTY's prior written approval. Any violation of these provisions shall subject the violating CONTRACTOR or subcontractor to the penalties, sanctions, and other 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 CONTRACTOR or subcontractor in the event of a dispute involving late payment or nonpayment by CONTRACTOR; deficient subcontractor performance

and/or noncompliance by a subcontractor. This clause applies to both DBE and non-DBE subcontractors.

Any violation of these provisions shall subject the violating CONTRACTOR or subcontractor 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 CONTRACTOR or subcontractor in the event of a dispute involving late payment or nonpayment by CONTRACTOR, deficient subcontract performance, or noncompliance by a subcontractor.

Article XI Equipment Purchase and Other Capital Expenditures

- A. Prior authorization in writing, by COUNTY's Contract Administrator shall be required before CONTRACTOR enters into any unbudgeted purchase order, or subcontract exceeding five thousand dollars (\$5,000) for supplies, equipment, or CONTRACTOR services. CONTRACTOR 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 CONTRACTOR's approved Cost Proposal and exceeding five thousand dollars (\$5,000) with prior authorization by COUNTY'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. CONTRACTOR 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, COUNTY shall receive a proper refund or credit at the conclusion of the AGREEMENT, or if the AGREEMENT is terminated, CONTRACTOR may either keep the equipment and credit COUNTY 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 COUNTY procedures; and credit COUNTY in an amount equal to the sales price. If CONTRACTOR elects to keep the equipment, fair market value shall be determined at CONTRACTOR's expense, on the basis of a competent independent appraisal of such equipment. Appraisals shall be obtained from an appraiser mutually agreeable to by COUNTY and CONTRACTOR, if it is determined to sell the equipment, the terms and conditions of such sale must be approved in advance by COUNTY.
 2. Regulation 2 CFR Part 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 CONTRACTOR or subcontractor 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 CONTRACTOR 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
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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 COUNTY construction sites, at COUNTY facilities and at off-site locations that are set up by the construction contractor or one of its subcontractors solely and specifically to serve COUNTY 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 CONTRACTOR and subcontractor 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 CONTRACTOR or subcontractor 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 CONTRACTOR under penalty of perjury. The payroll records and all supporting documents shall be made available for inspection and copying by COUNTY representatives at all reasonable hours at the principal office of the CONTRACTOR. The CONTRACTOR 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 COUNTY, the Division of Labor Standards Enforcement and the Division of Apprenticeship Standards of the Department of Industrial Relations. Certified payrolls submitted to COUNTY, the Division of Labor Standards Enforcement and the Division of Apprenticeship Standards shall not be altered or obliterated by the CONTRACTOR.
 - c. The public shall not be given access to certified payroll records by the CONTRACTOR. The CONTRACTOR is required to forward any requests for certified payrolls to the COUNTY Contract Administrator by both email and regular mail on

the business day following receipt of the request.

3. Each CONTRACTOR 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 COUNTY 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 CONTRACTOR or subcontractor performing the work shall not be marked or obliterated.
 5. The CONTRACTOR shall inform COUNTY 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 CONTRACTOR or subcontractor 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 CONTRACTOR or subcontractor fails to comply within the ten (10) day period, he or she shall, as a penalty to COUNTY, 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 COUNTY from payments then due. CONTRACTOR is not subject to a penalty assessment pursuant to this section due to the failure of a subcontractor to comply with this section.
- E. When prevailing wage rates apply, the CONTRACTOR is responsible for verifying compliance with certified payroll requirements. Invoice payment will not be made until the invoice is approved by the COUNTY Contract Administrator.

F. Penalty

1. The CONTRACTOR and any of its subcontractor shall comply with Labor Code §1774 and §1775. Pursuant to Labor Code §1775, the CONTRACTOR and any Subcontractor shall forfeit to the COUNTY 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 contract by the CONTRACTOR or by its subcontractor 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 CONTRACTOR or subcontractor in failing to pay the correct rate of prevailing wages, or the previous record of the CONTRACTOR or subcontractor in meeting their respective prevailing wage obligations, or the willful failure by the CONTRACTOR or subcontractor 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 CONTRACTOR or subcontractor had knowledge of the obligations under the Labor Code. The CONTRACTOR 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 CONTRACTOR or subcontractor.
4. If a worker employed by a subcontractor on a public works project is not paid the general prevailing per diem wages by the subcontractor, the prime CONTRACTOR of the project is not liable for the penalties described above unless the prime CONTRACTOR had knowledge of that failure of the subcontractor to pay the specified prevailing rate of wages to those workers or unless the prime CONTRACTOR fails to comply with all of the following requirements:
 - a. The AGREEMENT executed between the CONTRACTOR and the subcontractor 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 CONTRACTOR shall monitor the payment of the specified general prevailing rate of per diem wages by the subcontractor to the employees by periodic review of the certified payroll records of the subcontractor.
 - c. Upon becoming aware of the subcontractor's failure to pay the specified prevailing rate of wages to the subcontractor's workers, the CONTRACTOR shall diligently take corrective action to halt or rectify the failure, including but not limited to, retaining sufficient funds due the subcontractor for work performed on the public works project.
 - d. Prior to making final payment to the subcontractor for work performed on the public works project, the CONTRACTOR shall obtain an affidavit signed under penalty of perjury from the Subcontractor that the subcontractor had paid the specified general prevailing rate of per diem wages to the subcontractor's employees on the public works project and any amounts due pursuant to Labor Code §1813.
5. Pursuant to Labor Code §1775, COUNTY shall notify the CONTRACTOR on a public works project within fifteen (15) calendar days of receipt of a complaint that a subcontractor has failed to pay workers the general prevailing rate of per diem wages.
6. If COUNTY determines that employees of a subcontractor were not paid the general prevailing rate of per diem wages and if COUNTY 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 CONTRACTOR shall withhold an amount of moneys due the subcontractor sufficient to pay those employees the general prevailing rate of per diem wages if requested by COUNTY.

G. Hours of Labor

Eight (8) hours labor constitutes a legal day's work. The CONTRACTOR shall forfeit, as a penalty to the COUNTY, twenty-five dollars (\$25) for each worker employed in the execution of the AGREEMENT by the CONTRACTOR or any of its subcontractors 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 subcontract exceeds thirty thousand dollars (\$30,000), the CONTRACTOR and any subcontractors 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. CONTRACTORS and subcontractors 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, CONTRACTOR and subcontractors 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 CONTRACTOR is responsible for all subcontractors' 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 CONTRACTOR shall disclose any financial, business, or other relationship with COUNTY that may have an impact upon the outcome of this AGREEMENT, or any ensuing COUNTY construction project. The CONTRACTOR shall also list current clients who may have a financial interest in the outcome of this AGREEMENT, or any ensuing COUNTY construction project, which will follow.
- B. CONTRACTOR certifies that it has disclosed to COUNTY any actual, apparent, or potential conflicts of interest that may exist relative to the services to be provided pursuant to this AGREEMENT. CONTRACTOR agrees to advise COUNTY of any actual, apparent or potential conflicts of interest that may develop subsequent to the date of execution of this AGREEMENT.

CONTRACTOR further agrees to complete any statements of economic interest if required by either COUNTY ordinance or State law.

- C. The CONTRACTOR 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. CONTRACTOR hereby certifies that the CONTRACTOR or subcontractor, and any firm affiliated with CONTRACTOR or subcontractor that bids on any construction contract, or on any AGREEMENT to provide construction inspection for any construction project resulting from this AGREEMENT. An affiliated firm is one, which is subject to the control of the same persons through joint ownership, 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 CONTRACTOR warrants that this AGREEMENT was not obtained or secured through rebates

kickbacks or other unlawful consideration, either promised or paid to any COUNTY employee. For breach or violation of this warranty, COUNTY 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 County, State, or Federal Funds for Lobbying

(Include this article in all AGREEMENTS where federal funding will exceed \$150,000. If less than \$150,000 in federal funds will be expended on the AGREEMENT; delete this article and re-number subsequent articles.)

A. CONTRACTOR certifies to the best of his or her knowledge and belief that:

1. No State, Federal, or County appropriated funds have been paid or will be paid, by-or-on behalf of CONTRACTOR, 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 CONTRACTOR 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 CONTRACTOR also agrees by signing this document that he or she shall require that the language of this certification be included in all lower-tier sub agreements, 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 CONTRACTOR's signature affixed herein and dated shall constitute a certification under penalty of perjury under the laws of the State of California that the CONTRACTOR has, unless exempt, complied with, the nondiscrimination program requirements of Government Code § 12990 and 2 CCR §8103.

B. During the performance of this AGREEMENT, Contractor and its subcontractors 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. Contractor and subcontractors shall insure that the evaluation and treatment of their employees and applicants for employment are free from such discrimination and harassment.

- C. Contractor and subcontractors 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 COUNTY to implement such article. The applicable regulations of the Fair Employment and Housing Commission implementing Government 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. CONTRACTOR shall permit access by representatives of the Department of Fair Employment and Housing and the COUNTY 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 COUNTY shall require to ascertain compliance with this clause.
- E. CONTRACTOR and its subcontractors shall give written notice of their obligations under this clause to labor organizations with which they have a collective bargaining or other Agreement.
- F. CONTRACTOR shall include the nondiscrimination and compliance provisions of this clause in all subcontracts to perform work under this AGREEMENT.
- G. The CONTRACTOR, 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 CONTRACTOR shall comply with regulations relative to non-discrimination in federally-assisted programs of the United States Department of Transportation (49 CFR Part 21 - Effectuation of Title VI of the Civil Rights Act of 1964). Specifically, the CONTRACTOR 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 subcontractors.
- I. CONTRACTOR, subrecipient or subcontractor 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 COUNTY components of the DBE Program Plan, CONTRACTOR, subrecipient or subcontractor 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 CONTRACTOR's signature affixed herein shall constitute a certification under penalty of perjury under the laws of the State of California, that the CONTRACTOR 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 COUNTY. 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 List System (<https://sam.gov/content/home>) maintained by the United States General Services Administration are to be determined by FHWA.

Article XVIII Disadvantaged Business Enterprises (DBE) Participation

A. CONTRACTOR, subrecipient (COUNTY), or subcontractor 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 COUNTY shows a contract goal for DBEs. CONTRACTOR shall make work available to DBEs and select work parts consistent with available DBE subcontractors and suppliers.

CONTRACTOR 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 CONTRACTOR's responsibility to verify at the date of proposal opening that the DBE firm is certified as 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 Agreement. Additionally, the CONTRACTOR 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 CONTRACTOR purchases from DBEs counts towards the goal in the following manner:

- One hundred percent (100 %) counts if the materials or supplies are obtained from a DBE manufacturer.

- Sixty percent (60%) 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. 49CFR26.55 defines "manufacturer" and "regular dealer."

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

- B. The goal for DBE participation for this AGREEMENT is _____%. Participation by DBE contractor or subcontractors shall be in accordance with information contained in Exhibit 10-02: Consultant Contract DBE Commitment attached hereto and incorporated as part of the AGREEMENT. If a DBE subcontractor is unable to perform, CONTRACTOR must make a good faith effort to replace him/her with another DBE subcontractor, if the goal is not otherwise met.
- C. CONTRACTOR 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 CONTRACTOR 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 CONTRACTOR has not met the DBE goal, complete and submit Exhibit 15-H: DBE Information – Good Faith Efforts to document efforts to meet the goal. Refer to 49 CFR Part 26 for guidance regarding evaluation of good faith efforts to meet the DBE goal.
- D. Contract Assurance Under 49 CFR 26.13(b)
 CONTRACTOR, subrecipient or subcontractor shall not discriminate on the basis of race, color, national origin, or sex in the performance of this AGREEMENT. CONTRACTOR shall carry out applicable requirements of 49 CFR 26 in the award and administration of federal-aid contracts.

Failure by the CONTRACTOR 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 the CONTRACTOR from future proposing as non-responsible

- E. Termination and Replacement of DBE Subcontractors
 CONTRACTOR shall utilize the specific DBEs listed to perform the work and supply the materials for which each is listed unless CONTRACTOR or DBE Subcontractor obtains the COUNTY's written consent. CONTRACTOR 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 COUNTY. Unless the COUNTY's consent is provided, the CONTRACTOR 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 COUNTY:

1. Listed DBE fails or refuses to execute a written contract based on plans and specifications for the project.
2. The COUNTY stipulated that a bond is a condition of executing the subcontract and the listed DBE fails to meet the COUNTY's bond requirements.
3. Work requires a contractor'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 AGREEMENT.
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 AGREEMENT.
11. The COUNTY determines other documented good cause.

CONTRACTOR 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 CONTRACTOR'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 COUNTY. The written notice to the DBE must request they provide any response within five (5) business days to both the CONTRACTOR and the COUNTY 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, CONTRACTOR may move forward with the request as if the DBE had agreed to CONTRACTOR's written notice.
3. Submit CONTRACTOR's DBE termination request by written letter to the COUNTY and include:
 - One or more above listed justifiable reasons along with supporting documentation.
 - CONTRACTOR's written notice to the DBE regarding the request, including proof of transmission and tracking documentation of CONTRACTOR's written notice.

- The DBE's response to CONTRACTOR's written notice, if received. If a written response was not provided, provide a statement to that effect.

The COUNTY shall respond in writing to CONTRACTOR's DBE termination request within five (5) business days.

Replacement of DBE Subcontractors

After receiving the COUNTY'S written authorization of DBE termination request, CONTRACTOR must obtain the COUNTY'S written agreement for DBE replacement. CONTRACTOR 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 COUNTY 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 CONTRACTOR has not identified a DBE replacement firm, submits documentation of CONTRACTOR's GFEs to use DBE replacement firms within seven (7) days of COUNTY's authorization to terminate the DBE. CONTRACTOR may request the COUNTY'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 CONTRACTOR 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 COUNTY may contact the firms to verify solicitation efforts and determine if the DBE quotes are substantially higher
 - Additional documentation that supports CONTRACTOR's GFE

The COUNTY shall respond in writing to CONTRACTOR's DBE replacement request within five (5) business days.

F. Commitment and Utilization

The COUNTY's DBE program must include a monitoring and enforcement mechanism to ensure that DBE commitments reconcile to DBE utilization. The COUNTY shall request CONTRACTOR to:

1. Notify the COUNTY'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 First-Tier subcontractor
 - Name and business address of each DBE subcontractor, 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 CONTRACTOR is a DBE CONTRACTOR, 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 CONTRACTOR in writing of the decertification date. If a business becomes a certified DBE before completing its work, the business must notify CONTRACTOR in writing of the certification date. CONTRACTOR shall submit the notifications to the COUNTY. On work completion, CONTRACTOR shall complete a Disadvantaged Business Enterprises (DBE) Certification Status Change, Exhibit 17-O, form and submit the form to the COUNTY within thirty (30) days of contract acceptance.

Upon work completion, CONTRACTOR shall complete Exhibit 17-F Final Report – Utilization of Disadvantaged Business Enterprises (DBE), First-Tier Subcontractors and submit it to the COUNTY within ninety (90) days of AGREEMENT acceptance. The COUNTY will withhold ten thousand dollars (\$10,000) until the form is submitted. The COUNTY will release the withhold upon submission of the completed form.

In the COUNTY's reports of DBE participation to Caltrans, the COUNTY 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.

CONTRACTOR 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.

CONTRACTOR must provide written notification to the COUNTY at least 15 days in advance of each DBE's initial performance of work or supplying materials for the AGREEMENT. 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 AGREEMENT, CONTRACTOR 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

CONTRACTOR must monitor all DBE's performance of CUF by conducting quarterly evaluations and validations throughout their duration of work on the AGREEMENT t using the LAPM 9-J: DBE Commercially Useful Function Evaluation. CONTRACTOR must submit to the COUNTY these quarterly evaluations and validations by the 5th of the month for the previous three months of work.

CONTRACTOR must notify the COUNTY immediately if they believe the DBE may not be performing a CUF.

The COUNTY 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 COUNTY evaluations. The COUNTY must evaluate DBEs and their CUF performance throughout the duration of the AGREEMENT. The COUNTY will provide written notice to the CONTRACTOR and the DBE at least two (2) business days prior to any evaluation. The CONTRACTOR and the DBE must participate in the evaluation. Upon completing the evaluation, the COUNTY must share the evaluation results with the CONTRACTOR and the DBE. An evaluation could include items that must be remedied upon receipt. If the COUNTY determines the DBE is not performing a CUF, the CONTRACTOR must suspend performance of the noncompliant work.

CONTRACTOR and DBEs must submit any additional CUF related records and documents within five (5) business days of COUNTY'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 CONTRACTOR and/or the COUNTY determine that a listed DBE is not performing a CUF in performance of their DBE committed work, CONTRACTOR must immediately suspend performance of the noncompliant portion of the work. COUNTY may deny payment for the noncompliant portion of the work. COUNTY will ask the CONTRACTOR to submit a Corrective Action Plan (CAP) to the COUNTY within five (5) days of the noncompliant CUF determination. The CAP must identify how the CONTRACTOR will correct the noncompliance findings for the remaining portion of the DBE's work. COUNTY has five (5) days to review the CAP in conjunction with the CONTRACTOR's review. The CONTRACTOR must implement the CAP within five (5) days

of the COUNTY's approval. The COUNTY 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 AGREEMENT, CONTRACTOR 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. CONTRACTOR 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 contractors 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 subcontractor is decertified during the life of the AGREEMENT, the decertified subcontractor shall notify CONTRACTOR in writing with the date of decertification. If a subcontractor becomes a certified DBE during the life of the AGREEMENT, the subcontractor shall notify CONTRACTOR in writing with the date of certification. Any changes should be reported to COUNTY'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 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 CONTRACTOR must now submit Exhibit 9-P to the COUNTY administering the contract. If the CONTRACTOR does not make any payments to subcontractors, 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

(Choose either Option 1 or Option 2)

- (Option 1 – For AGREEMENT with a scope of services that may require the CONTRACTOR or subcontractor to work within the operating state or County Highway Right of Way; where there would be exposure to public traffic or construction operations.)

-
- A. Prior to commencement of the work described herein, CONTRACTOR shall furnish COUNTY a Certificate of Insurance stating that there is general comprehensive liability insurance presently in effect for CONTRACTOR 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 COUNTY.
 2. That COUNTY, its officers, agents, employees, and servants are included as additional insureds, but only insofar as the operations under this AGREEMENT are concerned.
 3. That COUNTY will not be responsible for any premiums or assessments on the policy.
- C. CONTRACTOR 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, CONTRACTOR 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 COUNTY. In the event CONTRACTOR fails to keep in effect at all times insurance coverage as herein provided, COUNTY may, in addition to any other remedies it may have, terminate this AGREEMENT upon occurrence of such event.

(Option 2 – For AGREEMENTS with a scope of services that will not require the Contractor or subcontractor to work within the operating State or County Highway Right of Way where there would be exposure to public traffic or construction Contractor operations.)
 CONTRACTOR is not required to show evidence of general comprehensive liability insurance.

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 AGREEMENTS were executed after that determination was made.
- B. This AGREEMENT is valid and enforceable only if sufficient funds are made available to COUNTY 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 COUNTY 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. COUNTY 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. CONTRACTOR shall only commence work covered by an amendment after the amendment is

executed and notification to proceed has been provided by COUNTY's Contract Administrator.

- C. There shall be no change in CONTRACTOR'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 COUNTY's Contract Administrator.

Article XXI Contingent Fee

CONTRACTOR 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 CONTRACTOR for the purpose of securing business. For breach or violation of this warranty, COUNTY 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 XXII 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.

(Choose either Option 1 or Option 2)

(Option 1- Use paragraphs A through C below for all AGREEMENTs without PS&E submittal)

- A. Any dispute, other than audit, concerning a question of fact arising under this AGREEMENT that is not disposed of by agreement shall be decided by a committee consisting of COUNTY's Contract Administrator and _____, who may consider written or verbal information submitted by CONTRACTOR.
- B. Not later than thirty (30) calendar days after completion of all work under the contract, CONTRACTOR may request review by COUNTY Governing Board of unresolved claims or disputes, other than audit. The request for review will be submitted in writing.
- C. Neither the pendency of a dispute, nor its consideration by the committee will excuse CONTRACTOR from full and timely performance in accordance with the terms of this AGREEMENT.

(Option 2 – Replace Paragraph B, above, with the following for AGREEMENTS requiring the submission of PS&E)

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

Article XXIV Inspection of Work

CONTRACTOR and any subcontractor shall permit COUNTY, 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. CONTRACTOR shall comply with OSHA regulations applicable to CONTRACTOR regarding necessary safety equipment or procedures. CONTRACTOR shall comply with safety instructions issued by COUNTY Safety Officer and other COUNTY representatives. CONTRACTOR 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, COUNTY has determined that such areas are within the limits of the project and are open to public traffic. CONTRACTOR shall comply with all of the requirements set forth in Divisions 11, 12, 13, 14, and 15 of the Vehicle Code. CONTRACTOR 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.

(Add the following paragraph to all AGREEMENTS which may require trenching of five (5) feet or deeper)

- D. CONTRACTOR 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 CONTRACTOR under this AGREEMENT shall become the property of COUNTY, and CONTRACTOR shall have no property right therein whatsoever. Immediately upon termination, COUNTY shall be entitled to, and CONTRACTOR shall deliver to COUNTY, 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 CONTRACTOR in performing this AGREEMENT which is not CONTRACTOR's privileged information, as defined by law, or CONTRACTOR's personnel information, along with all other property belonging exclusively to COUNTY which is in CONTRACTOR'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 COUNTY.
- 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 CONTRACTOR hereunder to be work made for hire. CONTRACTOR 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 COUNTY without restriction or limitation upon its use or dissemination by COUNTY.
- C. Nothing herein shall constitute or be construed to be any representation by CONTRACTOR that the work product is suitable in any way for any other project except the one detailed in this AGREEMENT. Any reuse by COUNTY for another project or project location shall be at COUNTY'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. COUNTY 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 County's Construction Contractor

- A. If claims are filed by COUNTY's construction contractor relating to work performed by CONTRACTOR's personnel, and additional information or assistance from CONTRACTOR's personnel is required in order to evaluate or defend against such claims; CONTRACTOR agrees to make its personnel available for consultation with COUNTY'S construction contract administration and legal staff and for testimony, if necessary, at depositions and at trial or arbitration proceedings.
- B. CONTRACTOR's personnel that COUNTY considers essential to assist in defending against construction contractor claims will be made available on reasonable notice from COUNTY. Consultation or testimony will be reimbursed at the same rates, including travel costs that are being paid for CONTRACTOR's personnel services under this AGREEMENT.
- C. Services of CONTRACTOR's personnel in connection with COUNTY'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 COUNTY's operations, which are designated confidential by COUNTY and made available to CONTRACTOR in order to carry out this AGREEMENT, shall be protected by CONTRACTOR from unauthorized use and disclosure.
- B. Permission to disclose information on one occasion, or public hearing held by COUNTY relating to the AGREEMENT, shall not authorize CONTRACTOR to further disclose such information, or disseminate the same on any other occasion.
- C. CONTRACTOR shall not comment publicly to the press or any other media regarding the contract or COUNTY's actions on the same, except to COUNTY's staff, CONTRACTOR's own personnel involved in the performance of this AGREEMENT, at public hearings or in response to questions from a Legislative committee.
- D. CONTRACTOR shall not issue any news release or public relations item of any nature, whatsoever, regarding work performed or to be performed under this contract without prior review of the contents thereof by COUNTY, and receipt of COUNTY's written permission.
- E. Any sub agreement entered into as a result of this AGREEMENT shall contain all of the provisions of this Article.

(For PS&E contracts, add paragraph F below, to paragraphs A through E above)

- F. All information related to the construction estimate is confidential and shall not be disclosed by CONTRACTOR to any entity other than COUNTY, Caltrans, and/or FHWA. All of the materials prepared or assembled by CONTRACTOR pursuant to performance of this AGREEMENT are

confidential and CONTRACTOR agrees that they shall not be made available to any individual or organization without the prior written approval of COUNTY or except by court order. If CONTRACTOR or any of its officers, employees, or subcontractors does voluntarily provide information in violation of this AGREEMENT, COUNTY has the right to reimbursement and indemnity from CONTRACTOR for any damages caused by CONTRACTOR 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 Section 10296, CONTRACTOR 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 CONTRACTOR within the immediately preceding two (2)-year period, because of CONTRACTOR's failure to comply with an order of a federal court that orders CONTRACTOR to comply with an order of the National Labor Relations Board.

Article XXX Evaluation of Contractor

CONTRACTOR's performance will be evaluated by COUNTY. A copy of the evaluation will be sent to CONTRACTOR 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 CONTRACTOR

The COUNTY shall make all project progress payments within 30 days after receipt of an undisputed and properly submitted payment request from CONTRACTOR. If COUNTY fails to pay promptly, the COUNTY shall pay interest to the CONTRACTOR, 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 COUNTY shall act in accordance with both of the following:

- (1) The COUNTY shall review each payment request as soon as feasible after receipt to verify it is a proper payment request.
- (2) The COUNTY must return any payment request deemed improper by the COUNTY to the CONTRACTOR 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 CONTRACTOR must now submit Exhibit 9-P to the COUNTY administering the AGREEMENT by the 15th of the month following the month of any payment(s). If the CONTRACTOR 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 COUNTY 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 COUNTY 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 CONTRACTOR.

ARTICLE XXXII TITLE VI ASSURANCES

APPENDICES A-E of the TITLE VI ASSURANCES

[The United States (US) Department of Transportation (DOT) Order No. 1050.2A requires all federal-aid DOT contracts between an agency and a CONTRACTOR to contain Appendices A and E of the Title VI Assurances. Include Appendices B, C, and D if applicable as shown below. In addition, the CONTRACTOR 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 AGREEMENT.

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

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 COUNTY 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 CONTRACTOR) agrees as follows:

- a. Compliance with Regulations: CONTRACTOR 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: CONTRACTOR, 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. CONTRACTOR 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 CONTRACTOR 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 CONTRACTOR of the CONTRACTOR's obligations under this Agreement and the Regulations relative to nondiscrimination on the grounds of race, color, or national origin.

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- d. Information and Reports: CONTRACTOR 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 CONTRACTOR is in the exclusive possession of another who fails or refuses to furnish this information, CONTRACTOR shall so certify to the recipient or FHWA as appropriate and shall set forth what efforts CONTRACTOR has made to obtain the information.
 - e. Sanctions for Noncompliance: In the event of CONTRACTOR'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 CONTRACTOR 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: CONTRACTOR 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.

CONTRACTOR 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 CONTRACTOR becomes involved in, or is threatened with, litigation with a sub-applicant or supplier as a result of such direction, CONTRACTOR may request the recipient enter into such litigation to protect the interests of the State, and, in addition, CONTRACTOR 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 US DOT 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 US DOT in accordance and in compliance with all requirements imposed by Title 49, Code of Federal Regulations, US DOT, Subtitle A, Office of the Secretary, Part 21, Non-discrimination in Federally-assisted programs of the US DOT 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 US DOT 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, US DOT, Subtitle A, Office of the Secretary, Part 21, Non-discrimination in Federally-assisted programs of the US DOT, 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 US DOT 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 US DOT 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 THEACTIVITY, 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 AGREEMENT, the CONTRACTOR, for itself, its assignees, and successors in interest (hereinafter referred to as the “CONTRACTOR”) agrees to comply with the following nondiscrimination 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:

CONTRACTOR: _____
 _____, Project Manager

COUNTY: _____
 _____, Contract Administrator

ARTICLE XXXIII AGREEMENT

The two (2) parties to this AGREEMENT, who are the before named CONTRACTOR and the COUNTY, hereby agree that this AGREEMENT constitutes the entire AGREEMENT which is made and concluded in duplicate between the two (2) 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 XXXIV SIGNATURES

COUNTY

CONTRACTOR

(Signature)

(Signature)

(Print Name and Title)

(Print Name and Title)

Date

Date

CALTRANS LOCAL ASSISTANCE PROCEDURES MANUAL FORMS

The following forms can be viewed and downloaded in fillable format at:
<https://dot.ca.gov/programs/local-assistance/forms/local-assistance-procedures-manual-forms>.

EXHIBIT 10-H1 COST PROPOSAL Page 1 of 3

COST-PLUS-FIXED FEE OR LUMP SUM OR FIRM FIXED PRICE CONTRACTS

(DESIGN, ENGINEERING AND ENVIRONMENTAL STUDIES)

Note: Mark-ups are Not Allowed Prime Consultant Subconsultant 2nd Tier Subconsultant

Consultant _____

Project No. _____ Contract No. _____ Date _____

DIRECT LABOR

Classification/Title	Name	Hours	Actual Hourly Rate	Total
(Project Manager)*	_____	_____	\$ _____	\$ _____
(Sr. Civil Engineer)	_____	_____	\$ _____	\$ _____
(Envir. Scientist)	_____	_____	\$ _____	\$ _____
(Inspector)**	_____	_____	\$ _____	\$ _____

LABOR COSTS

- a) Subtotal Direct Labor Costs \$ _____
- b) Anticipated Salary Increases (see page 2 for calculation) \$ _____
- c) **TOTAL DIRECT LABOR COSTS [(a) + (b)]** \$ _____

INDIRECT COSTS

- d) Fringe Benefits (Rate: _____%) e) Total Fringe Benefits [(c) x (d)] \$ _____
- f) Overhead (Rate: _____%) g) Overhead [(c) x (f)] \$ _____
- h) General and Administrative (Rate: _____%) i) Gen & Admin [(c) x (h)] \$ _____
- j) **TOTAL INDIRECT COSTS [(e) + (g) + (i)]** \$ _____

FIXED FEE

- k) **TOTAL FIXED FEE [(c) + (j)] x fixed fee _____%** \$ _____

l) CONSULTANT'S OTHER DIRECT COSTS (ODC) – ITEMIZE (Add additional pages if necessary)

Description of Item	Quantity	Unit	Unit Cost	Total
Mileage Costs			\$	\$
Equipment Rental and Supplies			\$	\$
Permit Fees			\$	\$
Plan Sheets			\$	\$
Test			\$	\$

l) **TOTAL OTHER DIRECT COSTS** \$ _____

m) SUBCONSULTANTS' COSTS (Add additional pages if necessary)

- Subconsultant 1: \$ _____
- Subconsultant 2: \$ _____
- Subconsultant 3: \$ _____
- Subconsultant 4: \$ _____

m) **TOTAL SUBCONSULTANTS' COSTS** \$ _____

n) **TOTAL OTHER DIRECT COSTS INCLUDING SUBCONSULTANTS [(l)+(m)]** \$ _____

TOTAL COST [(c) + (j) + (k) + (n)] \$ _____

NOTES:

- 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.
- The cost proposal format shall not be amended. 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.
- Anticipated salary increases calculation (page 2) must accompany.

EXHIBIT 10-H1 COST PROPOSAL Page 2 of 3

COST-PLUS-FIXED FEE OR LUMP SUM OR FIRM FIXED PRICE CONTRACTS

(CALCULATIONS FOR ANTICIPATED SALARY INCREASES)

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
\$250,000.00	5000		\$50.00	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	\$50.00	+	2%	=	\$51.00	Year 2 Avg Hourly Rate
Year 2	\$51.00	+	2%	=	\$52.02	Year 3 Avg Hourly Rate
Year 3	\$52.02	+	2%	=	\$53.06	Year 4 Avg Hourly Rate
Year 4	\$53.06	+	2%	=	\$54.12	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	20.0%	*	5000	=	1000	Estimated Hours Year 1
Year 2	40.0%	*	5000	=	2000	Estimated Hours Year 2
Year 3	15.0%	*	5000	=	750	Estimated Hours Year 3
Year 4	15.0%	*	5000	=	750	Estimated Hours Year 4
Year 5	10.0%	*	5000	=	500	Estimated Hours Year 5
Total	100%		Total	=	5000	

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	\$50.00	*	1000	=	\$50,000.00	Estimated Hours Year 1
Year 2	\$51.00	*	2000	=	\$102,000.00	Estimated Hours Year 2
Year 3	\$52.02	*	750	=	\$39,015.00	Estimated Hours Year 3
Year 4	\$53.06	*	750	=	\$39,795.30	Estimated Hours Year 4
Year 5	\$54.12	*	500	=	\$27,060.80	Estimated Hours Year 5
Total Direct Labor Cost with Escalation					=	\$257,871.10
Direct Labor Subtotal before Escalation					=	\$250,000.00
Estimated total of Direct Labor Salary Increase					=	\$7,871.10

Transfer to Page 1

NOTES:

1. This is not the only way to estimate salary increases. Other methods will be accepted if they clearly indicate the % increase, the # of years of the contract, and a breakdown of the labor to be performed each year.
2. An estimation that is based on direct labor multiplied by salary increase % multiplied by the # of years is not acceptable. (i.e. \$250,000 x 2% x 5 yrs = \$25,000 is not an acceptable methodology)
3. This assumes that one year will be worked at the rate on the cost proposal before salary increases are granted.
4. Calculations for anticipated salary escalation must be provided.

EXHIBIT 10-H1 COST PROPOSAL Page 3 of 3

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: _____ Title *: _____

Signature: _____ Date of Certification (mm/dd/yyyy): _____

Email: _____ Phone Number: _____

Address: _____

*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:

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 _____ Prime Consultant Subconsultant 2nd Tier Subconsultant

Project No. _____ Contract No. _____ Participation Amount \$ _____ Date _____

For Combined Rate	Fringe Benefit % + General & Administrative %	=	Combined ICR%
OR			
For Home Office Rate	Fringe Benefit % + General & Administrative %	=	Home Office ICR%
For Field Office Rate	Fringe Benefit % + General & Administrative %	=	Field Office ICR%

Fee	=	%
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BILLING INFORMATION

CALCULATION INFORMATION

Name/Job Title/Classification ¹	Hourly Billing Rates ²			Effective Date of Hourly Rate		Actual or Avg. Hourly Rate ⁴	% or \$ Increase	Hourly Range - for Classifications Only
	Straight ³	OT (1.5x)	OT(2x)	From	To			
John Doe – Project Manager * Civil Engineer II	\$0.00	\$0.00	\$0.00	01/01/2016	12/31/2016	\$0.00		Not Applicable
	\$0.00	\$0.00	\$0.00	01/01/2017	12/31/2017	\$0.00	0.0%	
	\$0.00	\$0.00	\$0.00	01/01/2018	12/31/2018	\$0.00	0.0%	
Sue Jones – Construction Engineer/Inspector Engineer I	\$0.00	\$0.00	\$0.00	01/01/2016	12/31/2016	\$0.00		Not Applicable
	\$0.00	\$0.00	\$0.00	01/01/2017	12/31/2017	\$0.00	0.0%	
	\$0.00	\$0.00	\$0.00	01/01/2018	12/31/2018	\$0.00	0.0%	
Buddy Black – Claims Engineer Engineer III	\$0.00	\$0.00	\$0.00	01/01/2016	12/31/2016	\$0.00		Not Applicable
	\$0.00	\$0.00	\$0.00	01/01/2017	12/31/2017	\$0.00	0.0%	
	\$0.00	\$0.00	\$0.00	01/01/2018	12/31/2018	\$0.00	0.0%	
Land Surveyor **	\$0.00	\$0.00	\$0.00	01/01/2016	12/31/2016	\$0.00		\$00 - \$00
	\$0.00	\$0.00	\$0.00	01/01/2017	12/31/2017	\$0.00	0.0%	\$00 - \$00
	\$0.00	\$0.00	\$0.00	01/01/2018	12/31/2018	\$0.00	0.0%	\$00 - \$00
Technician	\$0.00	\$0.00	\$0.00	01/01/2016	12/31/2016	\$0.00		\$00 - \$00
	\$0.00	\$0.00	\$0.00	01/01/2017	12/31/2017	\$0.00	0.0%	\$00 - \$00
	\$0.00	\$0.00	\$0.00	01/01/2018	12/31/2018	\$0.00	0.0%	\$00 - \$00

(Add pages as necessary)

Local Assistance Procedures Manual

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.

EXHIBIT 10-H2 COST PROPOSAL Page 2 of 3

SPECIFIC RATE OF COMPENSATION (USE FOR ON-CALL OR AS-NEEDED CONTRACTS)
(CONSTRUCTION ENGINEERING AND INSPECTION CONTRACTS)

Consultant _____ Prime Consultant Subconsultant

Project No. _____ Contract No. _____ Date _____

SCHEDULE OF OTHER DIRECT COST ITEMS (Add additional pages as necessary)				
Description of Item	Quantity	Unit	Unit Cost	Total
Mileage Costs			\$	\$
Equipment Rental and Supplies			\$	\$
Permit Fees			\$	\$
Plan Sheets			\$	\$
Test			\$	\$
Vehicle			\$	\$
Subconsultant 1:				\$
Subconsultant 2:				\$
Subconsultant 3:				\$
Subconsultant 4:				\$
Subconsultant 5:				\$

Note: Add additional pages if necessary.

NOTES:

- List other direct cost items with estimated costs. These costs should be competitive in their respective industries and supported with appropriate documentation.
- Proposed ODC items should be consistently billed regardless of client and contract type.
- Items when incurred for the same purpose, in like circumstance, should not be included in any indirect cost pool or in the overhead rate.
- Items such as special tooling, will be reimbursed at actual cost with supporting documentation (invoice).
- Items listed above that would be considered "tools of the trade" are not reimbursable as other direct cost.
- Travel related costs should be pre-approved by the contracting agency and shall not exceed current State Department of Personnel Administration rules.
- 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.
- 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.
- The cost proposal format shall not be amended. All costs must comply with the Federal cost principles.
- Add additional pages if necessary.
- Subconsultants must provide their own cost proposals.

EXHIBIT 10-H2 COST PROPOSAL Page 3 of 3

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.

Prime Consultant or Subconsultant Certifying:

Name: _____ Title *: _____

Signature: _____ Date of Certification (mm/dd/yyyy): _____

Email: _____ Phone Number: _____

Address: _____

* 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:

EXHIBIT 10-H3 COST PROPOSAL Page 1 of 2

COST PER UNIT OF WORK CONTRACTS
(GEOTECHNICAL AND MATERIAL TESTING)

Note: Mark-ups are Not Allowed Prime Consultant Subconsultant 2nd Tier Subconsultant

Consultant _____

Project No. _____ Contract No. _____ Date _____

Unit/Item of Work:

(Example: Log of Test Boring for Soils Report, or ADL Testing for Hazardous Waste Material Study)

Include as many Items as necessary.

DIRECT LABOR	Hours	Billing Hourly Rate (\$)	Total (\$)
Professional (Classification)*	_____	_____	_____
Sub-professional/Technical**	_____	_____	_____
EQUIPMENT 1 (with Operator)	_____	_____	_____
EQUIPMENT 2 (with Operator)	_____	_____	_____

Consultant's Other Direct Costs (ODC) – Itemize:

Description of Item	Quantity	Unit	Unit Cost	Total
ODC Example: Travel/Mileage Costs			\$	\$
ODC Example: Mobilization/De-mobilization			\$	\$
ODC Example: Supplies/Consumables			\$	\$
ODC Example: Report			\$	\$
ODC (List more ODCs as applicable)			\$	\$
Subconsultant 1:				\$
Subconsultant 2:				\$
Subconsultant 3:				\$
Subconsultant 4:				\$
Subconsultant 5:				\$

Note: Attach additional pages if necessary.

TOTAL COST PER UNIT OF WORK \$ _____

NOTES:

- 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. The cost proposal format shall not be amended.
- Hourly billing rates should include prevailing wage rates and be consistent with publicly advertised rates charged to all clients (Commercial, Private or Public).
- Mobilization/De-mobilization is based on site location and number and frequency of tests/items.
- ODC items shall be based on actual costs and supported by historical data and other documentation.
- ODC items that would be considered "tools of the trade" are not reimbursable.
- Billing Hourly Rates must be actual, allowable, and reasonable.

EXHIBIT 10-H3 COST PROPOSAL Page 2 of 2

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 Regulation 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.

Prime Consultant or Subconsultant Certifying:

Name: _____ Title*: _____

Signature: _____ Date of Certification (mm/dd/yyyy): _____

Email: _____ Phone Number: _____

Address: _____

* 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:

**EXHIBIT 10-K CONSULTANT ANNUAL CERTIFICATION OF
INDIRECT COSTS AND FINANCIAL MANAGEMENT SYSTEM**

(Note: If a Safe Harbor Indirect Cost Rate is approved, this form is not required.)

Consultant's Full Legal Name: _____

Important: Consultant means the individual or consultant providing engineering and design related services as a party of a contract with a recipient or sub-recipient of Federal assistance. Therefore, the Indirect Cost Rate(s) shall not be combined with its parent company or subsidiaries.

Indirect Cost Rate:

Combined Rate _____ % OR

Home Office Rate _____ % and Field Office Rate (if applicable) _____ %

Facilities Capital Cost of Money _____ % (if applicable)

Fiscal period * _____

* Fiscal period is annual one year applicable accounting period that the Indirect Cost Rate was developed (not the contract period). The Indirect Cost Rate is based on the consultant's one-year applicable accounting period for which financial statements are regularly prepared by the consultant.

I have reviewed the proposal to establish an Indirect Cost Rate(s) for the fiscal period as specified above and have determined to the best of my knowledge and belief that:

- All costs included in the cost proposal to establish the indirect cost rate(s) are allowable in accordance with the cost principles of the Federal Acquisition Regulation (FAR) 48, Code of Federal Regulations (CFR), Chapter 1, Part 31 (48 CFR Part 31);
- The cost proposal does not include any costs which are expressly unallowable under the cost principles of 48 CFR Part 31;
- The accounting treatment and billing of prevailing wage delta costs are consistent with our prevailing wage policy as either direct labor, indirect costs, or other direct costs on all federally-funded A&E Consultant Contracts.
- All known material transactions or events that have occurred subsequent to year-end affecting the consultant's ownership, organization, and indirect cost rates have been disclosed as of the date of this certification.

I am providing the required and applicable documents as instructed on Exhibit 10-A.

Financial Management System:

Our labor charging, job costing, and accounting systems meet the standards for financial reporting, accounting records, and internal control adequate to demonstrate that costs claimed have been incurred, appropriately accounted for, are allocable to the contract, and comply with the federal requirements as set forth in [Title 23 United States Code \(U.S.C.\) Section 112\(b\)\(2\)](#); [48 CFR Part 31.201-2\(d\)](#); [23 CFR, Chapter 1, Part 172.11\(a\)\(2\)](#); and all applicable state and federal rules and regulations.

Our financial management system has the following attributes:

- Account numbers identifying allowable direct, indirect, and unallowable cost accounts;
- Ability to accumulate and segregate allowable direct, indirect, and unallowable costs into separate cost

Consultant Annual Certification of Indirect Costs and Financial Management System

accounts;

- Ability to accumulate and segregate allowable direct costs by project, contract and type of cost;
- Internal controls to maintain integrity of financial management system;
- Ability to account and record costs consistently and to ensure costs billed are in compliance with FAR;
- Ability to ensure and demonstrate costs billed reconcile to general ledgers and job costing system; and
- Ability to ensure costs are in compliance with contract terms and federal and state requirement

Cost Reimbursements on Contracts:

I also understand that failure to comply with 48 CFR Part 16.301-3 or knowingly charge unallowable costs to Federal-Aid Highway Program (FAHP) contracts may result in possible penalties and sanctions as provided by the following:

- Sanctions and Penalties - [23 CFR Part 172.11\(c\)\(4\)](#)
- False Claims Act - [Title 31 U.S.C. Sections 3729-3733](#)
- Statements or entries generally - [Title 18 U.S.C. Section 1001](#)
- Major Fraud Act - [Title 18 U.S.C. Section 1031](#)

All A&E Contract Information:

- Total participation amount \$ _____ on all State and FAHP contracts for Architectural & Engineering services that the consultant received in the last three fiscal periods.
- The number of states in which the consultant does business is _____.
- Years of consultant's experience with 48 CFR Part 31 is _____.
- Audit history of the consultant's current and prior years (if applicable)

<input type="checkbox"/> Cognizant ICR Audit	<input type="checkbox"/> Local Gov't ICR Audit	<input type="checkbox"/> Caltrans ICR Audit
<input type="checkbox"/> CPA ICR Audit	<input type="checkbox"/> Federal Gov't ICR Audit	

I, the undersigned, certify all of the above to the best of my knowledge and belief and that I have reviewed the Indirect Cost Rate Schedule to determine that any costs which are expressly unallowable under the Federal cost principles have been removed and comply with [Title 23 U.S.C. Section 112\(b\)\(2\)](#), [48 CFR Part 31](#), [23 CFR Part 172](#), and all applicable state and federal rules and regulations. I also certify that I understand that all documentation of compliance must be retained by the consultant. I hereby acknowledge that costs that are noncompliant with the federal and state requirements are not eligible for reimbursement and must be returned to Caltrans.

Name**: _____ Title**: _____
 Signature: _____ Date of Certification (mm/dd/yyyy): _____
 Email**: _____ Phone Number**: _____

****An individual executive or financial officer of the consultant's or subconsultant's organization at a level no lower than a Vice President, a Chief Financial Officer, or equivalent, who has authority to represent the financial information used to establish the indirect cost rate.**

Note: Both prime and subconsultants as parties of a contract must complete their own Exhibit 10-K forms. Caltrans will not process local agency's invoices until a complete Exhibit 10-K form is accepted and approved by Caltrans Audits and Investigations.

Distribution: 1) Original - Local Agency Project File
 2) Copy - Consultant
 3) Copy - Caltrans Audits and Investigations

Reset Form

EXHIBIT 10-01 CONSULTANT PROPOSAL DBE COMMITMENT

1. Local Agency: _____ 2. Contract DBE Goal: _____
 3. Project Description: _____
 4. Project Location: _____
 5. Consultant's Name: _____ 6. Prime Certified DBE:

7. Description of Work, Service, or Materials Supplied	8. DBE Certification Number	9. DBE Contact Information	10. DBE %
Local Agency to Complete this Section		11. TOTAL CLAIMED DBE PARTICIPATION	%
<p>17. Local Agency Contract Number: _____</p> <p>18. Federal-Aid Project Number: _____</p> <p>19. Proposed Contract Execution Date: _____</p> <p>20. Consultant's Ranking after Evaluation: _____</p> <p>Local Agency certifies that all DBE certifications are valid and information on this form is complete and accurate.</p> <p>_____</p> <p>_____</p> <p>_____</p>	<p>IMPORTANT: Identify all DBE firms being claimed for credit, regardless of tier. Written confirmation of each listed DBE is required.</p> <p>12. Preparer's Signature _____ 13. Date _____</p> <p>14. Preparer's Name _____ 15. Phone _____</p> <p>16. Preparer's Title _____</p>		

DISTRIBUTION: Original – Included with consultant's proposal to local agency.

ADA Notice: For individuals with sensory disabilities, this document is available in alternate formats. For information call (916) 654-6410 or TDD (916) 654-3880 or write Records and Forms Management, 1120 N Street, MS-89, Sacramento, CA 95814.

INSTRUCTIONS – CONSULTANT PROPOSAL DBE COMMITMENT**CONSULTANT SECTION**

1. **Local Agency** - Enter the name of the local or regional agency that is funding the contract.
2. **Contract DBE Goal** - Enter the contract DBE goal percentage as it appears on the project advertisement.
3. **Project Location** - Enter the project location as it appears on the project advertisement.
4. **Project Description** - Enter the project description as it appears on the project advertisement (Bridge Rehab, Seismic Rehab, Overlay, Widening, etc.).
5. **Consultant's Name** - Enter the consultant's firm name.
6. **Prime Certified DBE** - Check box if prime contractor is a certified DBE.
7. **Description of Work, Services, or Materials Supplied** - Enter description of work, services, or materials to be provided. Indicate all work to be performed by DBEs including work performed by the prime consultant's own forces, if the prime is a DBE. If 100% of the item is not to be performed or furnished by the DBE, describe the exact portion to be performed or furnished by the DBE. See LAPM Chapter 9 to determine how to count the participation of DBE firms.
8. **DBE Certification Number** - Enter the DBE's Certification Identification Number. All DBEs must be certified on the date bids are opened.
9. **DBE Contact Information** - Enter the name, address, and phone number of all DBE subcontracted consultants. Also, enter the prime consultant's name and phone number, if the prime is a DBE.
10. **DBE %** - Percent participation of work to be performed or service provided by a DBE. Include the prime consultant if the prime is a DBE. See LAPM Chapter 9 for how to count full/partial participation.
11. **Total Claimed DBE Participation %** - Enter the total DBE participation claimed. If the total % claimed is less than item "Contract DBE Goal," an adequately documented Good Faith Effort (GFE) is required (see Exhibit 15-H DBE Information - Good Faith Efforts of the LAPM).
12. **Preparer's Signature** - The person completing the DBE commitment form on behalf of the consultant's firm must sign their name.
13. **Date** - Enter the date the DBE commitment form is signed by the consultant's preparer.
14. **Preparer's Name** - Enter the name of the person preparing and signing the consultant's DBE commitment form.
15. **Phone** - Enter the area code and phone number of the person signing the consultant's DBE commitment form.
16. **Preparer's Title** - Enter the position/title of the person signing the consultant's DBE commitment form.

LOCAL AGENCY SECTION

17. **Local Agency Contract Number** - Enter the Local Agency contract number or identifier.
18. **Federal-Aid Project Number** - Enter the Federal-Aid Project Number.
19. **Proposed Contract Execution Date** - Enter the proposed contract execution date.
20. **Consultant's Ranking after Evaluation** - Enter consultant's ranking after all submittals/consultants are evaluated. Use this as a quick comparison for evaluating most qualified consultant.
21. **Local Agency Representative's Signature** - The person completing this section of the form for the Local Agency must sign their name to certify that the information in this and the Consultant Section of this form is complete and accurate.
22. **Date** - Enter the date the DBE commitment form is signed by the Local Agency Representative.
23. **Local Agency Representative's Name** - Enter the name of the Local Agency Representative certifying the consultant's DBE commitment form.
24. **Phone** - Enter the area code and phone number of the person signing the consultant's DBE commitment form.
25. **Local Agency Representative Title** - Enter the position/title of the Local Agency Representative certifying the consultant's DBE commitment form.

EXHIBIT 10-O2 CONSULTANT CONTRACT DBE COMMITMENT

1. Local Agency: _____ 2. Contract DBE Goal: _____
 3. Project Description: _____
 4. Project Location: _____
 5. Consultant's Name: _____ 6. Prime Certified DBE: 7. Total Contract Award Amount: _____
 8. Total Dollar Amount for ALL Subconsultants: _____ 9. Total Number of ALL Subconsultants: _____

10. Description of Work, Service, or Materials Supplied	11. DBE Certification Number	12. DBE Contact Information	13. DBE Dollar Amount
Local Agency to Complete this Section			
20. Local Agency Contract Number: _____ 21. Federal-Aid Project Number: _____ 22. Contract Execution Date: _____		14. TOTAL CLAIMED DBE PARTICIPATION	\$
Local Agency certifies that all DBE certifications are valid and information on this form is complete and accurate.			%
23. Local Agency Representative's Signature _____ 24. Date _____ 25. Local Agency Representative's Name _____ 26. Phone _____ 27. Local Agency Representative's Title _____		IMPORTANT: Identify all DBE firms being claimed for credit, regardless of tier. Written confirmation of each listed DBE is required. 15. Preparer's Signature _____ 16. Date _____ 17. Preparer's Name _____ 18. Phone _____ 19. Preparer's Title _____	

DISTRIBUTION: 1. Original – Local Agency
 2. Copy – Caltrans District Local Assistance Engineer (DLAE). Failure to submit to DLAE within 30 days of contract execution may result in de-obligation of federal funds on contract.

ADA Notice: For individuals with sensory disabilities, this document is available in alternate formats. For information call (916) 654-6410 or TDD (916) 654-3880 or write Records and Forms Management, 1120 N Street, MS-89, Sacramento, CA 95814.

INSTRUCTIONS – CONSULTANT CONTRACT DBE COMMITMENT

CONSULTANT SECTION

1. **Local Agency** - Enter the name of the local or regional agency that is funding the contract.
2. **Contract DBE Goal** - Enter the contract DBE goal percentage as it appears on the project advertisement.
3. **Project Description** - Enter the project description as it appears on the project advertisement (Bridge Rehab, Seismic Rehab, Overlay, Widening, etc).
4. **Project Location** - Enter the project location as it appears on the project advertisement.
5. **Consultant's Name** - Enter the consultant's firm name.
6. **Prime Certified DBE** - Check box if prime contractor is a certified DBE.
7. **Total Contract Award Amount** - Enter the total contract award dollar amount for the prime consultant.
8. **Total Dollar Amount for ALL Subconsultants** - Enter the total dollar amount for all subcontracted consultants. SUM = (DBEs + all Non-DBEs). Do not include the prime consultant information in this count.
9. **Total number of ALL subconsultants** - Enter the total number of all subcontracted consultants. SUM = (DBEs + all Non-DBEs). Do not include the prime consultant information in this count.
10. **Description of Work, Services, or Materials Supplied** - Enter description of work, services, or materials to be provided. Indicate all work to be performed by DBEs including work performed by the prime consultant's own forces, if the prime is a DBE. If 100% of the item is not to be performed or furnished by the DBE, describe the exact portion to be performed or furnished by the DBE. See LAPM Chapter 9 to determine how to count the participation of DBE firms.
11. **DBE Certification Number** - Enter the DBE's Certification Identification Number. All DBEs must be certified on the date bids are opened.
12. **DBE Contact Information** - Enter the name, address, and phone number of all DBE subcontracted consultants. Also, enter the prime consultant's name and phone number, if the prime is a DBE.
13. **DBE Dollar Amount** - Enter the subcontracted dollar amount of the work to be performed or service to be provided. Include the prime consultant if the prime is a DBE. See LAPM Chapter 9 for how to count full/partial participation.
14. **Total Claimed DBE Participation - \$:** Enter the total dollar amounts entered in the "DBE Dollar Amount" column. **%:** Enter the total DBE participation claimed ("Total Participation Dollars Claimed" divided by item "Total Contract Award Amount"). If the total % claimed is less than item "Contract DBE Goal," an adequately documented Good Faith Effort (GFE) is required (see Exhibit 15-H DBE Information - Good Faith Efforts of the LAPM).
15. **Preparer's Signature** - The person completing the DBE commitment form on behalf of the consultant's firm must sign their name.
16. **Date** - Enter the date the DBE commitment form is signed by the consultant's preparer.
17. **Preparer's Name** - Enter the name of the person preparing and signing the consultant's DBE commitment form.
18. **Phone** - Enter the area code and phone number of the person signing the consultant's DBE commitment form.
19. **Preparer's Title** - Enter the position/title of the person signing the consultant's DBE commitment form.

LOCAL AGENCY SECTION

20. **Local Agency Contract Number** - Enter the Local Agency contract number or identifier.
21. **Federal-Aid Project Number** - Enter the Federal-Aid Project Number.
22. **Contract Execution Date** - Enter the date the contract was executed.
23. **Local Agency Representative's Signature** - The person completing this section of the form for the Local Agency must sign their name to certify that the information in this and the Consultant Section of this form is complete and accurate.
24. **Date** - Enter the date the DBE commitment form is signed by the Local Agency Representative.
25. **Local Agency Representative's Name** - Enter the name of the Local Agency Representative certifying the consultant's DBE commitment form.
26. **Phone** - Enter the area code and phone number of the person signing the consultant's DBE commitment form.
27. **Local Agency Representative Title** - Enter the position/title of the Local Agency Representative certifying the consultant's DBE commitment form.

EXHIBIT 10-Q DISCLOSURE OF LOBBYING ACTIVITIES

COMPLETE THIS FORM TO DISCLOSE LOBBYING ACTIVITIES PURSUANT TO 31 U.S.C. 1352

<p>1. Type of Federal Action:</p> <p><input type="checkbox"/> a. contract <input type="checkbox"/> b. grant <input type="checkbox"/> c. cooperative agreement <input type="checkbox"/> d. loan <input type="checkbox"/> e. loan guarantee <input type="checkbox"/> f. loan insurance</p>	<p>2. Status of Federal Action:</p> <p><input type="checkbox"/> a. bid/offer/application <input type="checkbox"/> b. initial award <input type="checkbox"/> c. post-award</p>	<p>3. Report Type:</p> <p><input type="checkbox"/> a. initial <input type="checkbox"/> b. material change</p> <p>For Material Change Only: year _____ quarter _____ date of last report _____</p>
<p>4. Name and Address of Reporting Entity</p> <p><input type="checkbox"/> Prime <input type="checkbox"/> Subawardee Tier _____, if known</p> <p>Congressional District, if known _____</p>	<p>5. If Reporting Entity in No. 4 is Subawardee, Enter Name and Address of Prime:</p> <p>Congressional District, if known _____</p>	
<p>6. Federal Department/Agency:</p>	<p>7. Federal Program Name/Description:</p> <p>CFDA Number, if applicable _____</p>	
<p>8. Federal Action Number, if known:</p>	<p>9. Award Amount, if known:</p>	
<p>10. Name and Address of Lobby Entity (If individual, last name, first name, MI)</p> <p style="text-align: center;">(attach Continuation Sheet(s) if necessary)</p>	<p>11. Individuals Performing Services (including address if different from No. 10) (last name, first name, MI)</p>	
<p>12. Amount of Payment (check all that apply)</p> <p>\$ _____ <input type="checkbox"/> actual <input type="checkbox"/> planned</p>	<p>14. Type of Payment (check all that apply)</p> <p><input type="checkbox"/> a. retainer <input type="checkbox"/> b. one-time fee <input type="checkbox"/> c. commission <input type="checkbox"/> d. contingent fee <input type="checkbox"/> e. deferred <input type="checkbox"/> f. other, specify _____</p>	
<p>13. Form of Payment (check all that apply):</p> <p><input type="checkbox"/> a. cash <input type="checkbox"/> b. in-kind; specify: nature _____ Value _____</p>		
<p>15. Brief Description of Services Performed or to be performed and Date(s) of Service, including officer(s), employee(s), or member(s) contacted, for Payment Indicated in Item 12:</p> <p style="text-align: center;">(attach Continuation Sheet(s) if necessary)</p>		
<p>16. Continuation Sheet(s) attached: Yes <input type="checkbox"/> No <input type="checkbox"/></p>		
<p>17. Information requested through this form is authorized by Title 31 U.S.C. Section 1352. This disclosure of lobbying reliance was placed by the tier above when his transaction was made or entered into. This disclosure is required pursuant to 31 U.S.C. 1352. This information will be reported to Congress semiannually and will be available for public inspection. Any person who fails to file the required disclosure shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.</p>		
		<p>Signature: _____ Print Name: _____ Title: _____ Telephone No.: _____ Date: _____</p>
<p>Federal Use Only:</p>		<p>Authorized for Local Reproduction Standard Form - LLL</p>

Standard Form LLL Rev. 04-28-06

Distribution: Orig- Local Agency Project Files

INSTRUCTIONS FOR COMPLETING EXHIBIT 10-Q DISCLOSURE OF LOBBYING ACTIVITIES

This disclosure form shall be completed by the reporting entity, whether subawardee or prime federal recipient at the initiation or receipt of covered federal action or a material change to previous filing pursuant to title 31 U.S.C. Section 1352. The filing of a form is required for such payment or agreement to make payment to lobbying entity 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 a covered federal action. Attach a continuation sheet for additional information if the space on the form is inadequate. Complete all items that apply for both the initial filing and material change report. Refer to the implementing guidance published by the Office of Management and Budget for additional information.

1. Identify the type of covered federal action for which lobbying activity is or has been secured to influence, the outcome of a covered federal action.
2. Identify the status of the covered federal action.
3. Identify the appropriate classification of this report. If this is a follow-up report caused by a material change to the information previously reported, enter the year and quarter in which the change occurred. Enter the date of the last, previously submitted report by this reporting entity for this covered federal action.
4. Enter the full name, address, city, state, and zip code of the reporting entity. Include Congressional District if known. Check the appropriate classification of the reporting entity that designates if it is or expects to be a prime or subaward recipient. Identify the tier of the subawardee, e.g., the first subawardee of the prime is the first tier. Subawards include but are not limited to: subcontracts, subgrants, and contract awards under grants.
5. If the organization filing the report in Item 4 checks "Subawardee" then enter the full name, address, city, state, and zip code of the prime federal recipient. Include Congressional District, if known.
6. Enter the name of the federal agency making the award or loan commitment. Include at least one organization level below agency name, if known. For example, Department of Transportation, United States Coast Guard.
7. Enter the federal program name or description for the covered federal action (item 1). If known, enter the full Catalog of Federal Domestic Assistance (CFDA) number for grants, cooperative agreements, loans and loan commitments.
8. Enter the most appropriate federal identifying number available for the federal action identification in item 1 (e.g., Request for Proposal (RFP) number, Invitation for Bid (IFB) number, grant announcement number, the contract grant, or loan award number, the application/proposal control number assigned by the federal agency). Include prefixes, e.g., "RFP-DE-90-001."
9. For a covered federal action where there has been an award or loan commitment by the Federal agency, enter the federal amount of the award/loan commitments for the prime entity identified in item 4 or 5.
10. Enter the full name, address, city, state, and zip code of the lobbying entity engaged by the reporting entity identified in Item 4 to influence the covered federal action.
11. Enter the full names of the individual(s) performing services and include full address if different from 10 (a). Enter Last Name, First Name and Middle Initial (MI).
12. Enter the amount of compensation paid or reasonably expected to be paid by the reporting entity (Item 4) to the lobbying entity (Item 10). Indicate whether the payment has been made (actual) or will be made (planned). Check all boxes that apply. If this is a material change report, enter the cumulative amount of payment made or planned to be made.
13. Check all boxes that apply. If payment is made through an in-kind contribution, specify the nature and value of the in-kind payment.
14. Check all boxes that apply. If other, specify nature.
15. Provide a specific and detailed description of the services that the lobbyist has performed or will be expected to perform and the date(s) of any services rendered. Include all preparatory and related activity not just time spent in actual contact with federal officials. Identify the federal officer(s) or employee(s) contacted or the officer(s) employee(s) or Member(s) of Congress that were contacted.
16. Check whether or not a continuation sheet(s) is attached.
17. The certifying official shall sign and date the form, and print his/her name title and telephone number.

Public reporting burden for this collection of information is estimated to average 30-minutes per response, including time for reviewing instruction, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding the burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden, to the Office of Management and Budget, Paperwork Reduction Project (0348-0046), Washington, D.C. 20503. SF-LLL-Instructions Rev. 06-04

**LOCAL ASSISTANCE PROCEDURES MANUAL
EXHIBIT 15-H: PROPOSER/CONTRACTOR GOOD FAITH EFFORTS**

Cost Proposal Due Date _____ PE/CE
Federal-aid Project No(s). _____ Bid Opening Date _____ CON

The County of Monterey established a Disadvantaged Business Enterprise (DBE) goal of _____% for this contract. The information provided herein shows the required good faith efforts to meet or exceed the DBE contract goal.

Proposers or bidders submit the following information to document their good faith efforts within five (5) calendar days from cost proposal due date or bid opening. Proposers and bidders are recommended to submit the following information even in the Exhibit 10-O1: Consultant Proposal DBE Commitments or Exhibit 15-G: Construction Contract DBE Commitment indicate that the proposer or bidder has met the DBE goal. This form protects the proposer’s or bidder’s eligibility for award of the contract if the administering agency determines that the bidder failed to meet the goal for various reasons, e.g., a DBE firm was not certified at bid opening, or the bidder made a mathematical error.

The following items are listed in the Section entitled “Submission of DBE Commitment” of the Special Provisions, **please attach additional sheets as needed:**

- A. The names and dates of each publication in which a request for DBE participation for this project was placed by the bidder (please attach copies of advertisements or proofs of publication):

Publications	Dates of Advertisement

- B. The names and dates of written notices sent to certified DBEs soliciting bids for this project and the dates and methods used for following up initial solicitations to determine with certainty whether the DBEs were interested (please attach copies of solicitations, telephone records, fax confirmations, etc.):

Names of DBEs Solicited	Date of Initial Solicitation	Follow Up Methods and Dates

C. The items of work made available to DBE firms including those unbundled contract work items into economically feasible units to facilitate DBE participation. It is the bidder's responsibility to demonstrate that sufficient work to facilitate DBE participation in order to meet or exceed the DBE contract goal.

Items of Work	Proposer or Bidder Normally Performs Item (Y/N)	Breakdown of Items	Amount (\$)	Percentage of Contract

D. The names, addresses and phone numbers of rejected DBE firms, the reasons for the bidder's rejection of the DBEs, the firms selected for that work (please attach copies of quotes from the firms involved), and the price difference for each DBE if the selected firm is not a DBE:

Names, addresses and phone numbers of rejected DBEs and the reasons for the bidder's rejection of the DBEs:

Names, addresses and phone numbers of firms selected for the work above:

E. Efforts (e.g. in advertisements and solicitations) made to assist interested DBEs in obtaining information related to the plans, specifications and requirements for the work which was provided to DBEs:

F. Efforts (e.g. in advertisements and solicitations) made to assist interested DBEs in obtaining bonding, lines of credit or insurance, necessary equipment, supplies, materials, or related assistance or services, excluding supplies and equipment the DBE subcontractor purchases or leases from the prime contractor or its affiliate:

**EXHIBIT B – INCORPORATION OF RFQ #10914, ADDENDUM NO. 1 TO RFQ #10914
AND STATEMENT OF QUALIFICATIONS DOCUMENTS**

The County of Monterey invited submittals to Request for Qualifications (RFQ) through RFQ #10914, On-Call Construction Management Services for Various Construction Projects located in the County of Monterey, California. TRC Engineers, Inc. submitted a responsive and responsible Statement of Qualifications to perform the services listed in RFQ #10914.

RFQ #10914, Addendum No. 1 to RFQ #10914, and the Statement of Qualifications submitted by TRC Engineers, Inc., on file with the Department of Public Works, Facilities and Parks, are hereby incorporated into the Agreement by this reference.

Attachment E



**COUNTY OF MONTEREY
DEPARTMENT OF PUBLIC WORKS, FACILITIES AND
PARKS
1441 SCHILLING PLACE, SOUTH 2ND FLOOR
SALINAS, CA 93901-4527
(831) 755-4800**

REQUEST FOR QUALIFICATIONS #10914

**FOR
ON-CALL CONSTRUCTION MANAGEMENT SERVICES FOR
VARIOUS CONSTRUCTION PROJECTS
LOCATED IN THE COUNTY OF MONTEREY, CALIFORNIA**

**FOR THE
DEPARTMENT OF PUBLIC WORKS, FACILITIES AND PARKS**

**Qualifications packages are due by 3:00 p.m. (PST)
Wednesday, June 25, 2025**

Approved as to Form
Office of the County Counsel
Susan K. Blich, County Counsel

DocuSigned by:
Mary Grace Perry, Deputy County Counsel
76A18B9BA72D498...
Mary Grace Perry
Deputy County Counsel

Date: 5/13/2025 | 9:54 PM PDT

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EXHIBIT A - FEDERAL PROVISIONS

SOLICITATION DETAILS

1.0 INTENT

- 1.1. The County of Monterey Department of Public Works, Facilities and Parks (PWFP), hereinafter referred to as “County”, is soliciting qualifications packages from qualified organization(s), hereinafter referred to as “CONTRACTOR(s)”, to provide on-call construction management services for various construction projects located in the County of Monterey, California as outlined within Section 5.0, Scope of Work.
- 1.2. The scope of work shall include, in general, professional engineering services required for management of construction contracts typically required for projects in the public sector. The services provided shall include engineering inspection services, material testing, and surveying services necessary to verify the project is constructed as specified in the project plans and specifications.
- 1.3. This solicitation is not intended to create an exclusive service AGREEMENT and up to four (4) AGREEMENT awards will be made. Each AGREEMENT will be written for a total not to exceed amount of \$3 million.

2.0 BACKGROUND

- 2.1. The County of Monterey (County) is located on the Central Coast of California approximately 120 miles south of San Francisco. The County is approximately 3,771 square miles.
- 2.2. The County has a continuous need for construction management services for a variety of construction projects. These projects comprise of a wide range of scopes from new design and construction to major and minor alterations to existing facilities.
- 2.3. This Request for Qualifications (RFQ) #10914 is structured to allow County the option to establish up to four (4) AGREEMENTS. The purpose of these AGREEMENTS is to provide County with a pre-qualified listing of qualified resources to complete projects that include construction management for all type of “works of public improvement”. This solicitation is for use for “on-call” construction management services. Inclusion on the AGREEMENT list does not guarantee an award of any particular project or minimum dollar amount.
- 2.4. No specific projects have been identified at the time of the development of this RFQ.

3.0 CALENDAR OF EVENTS

- 3.1. Release RFQ Thursday, May 15, 2025

- 3.2. Deadline for Written Questions 3:00 p.m., PST, May 29, 2025
- 3.3. Posted Response to Written Questions 5:00 p.m., PST, June 6, 2025
- 3.4. Qualifications Package Submittal Deadline 3:00 p.m., PST, June 25, 2025
- 3.5. Estimated Notification of Selection July 2025
- 3.6. Estimated AGREEMENT to Board of Supervisors for Approval August 2025
- 3.7. Estimated AGREEMENT Date August 2025

This schedule is subject to change as necessary.

- 3.8. **FUTURE ADDENDA:** CONTRACTOR(s), who received notification of this solicitation by means other than through a County mailing, shall contact the person designated in the COUNTY POINT OF CONTACT herein to request to be added to the mailing list. Inclusion on the mailing list is the only way to ensure timely notification of any addenda and/or information that may be issued prior to the solicitation submittal date. **IT IS THE CONTRACTOR(S) SOLE RESPONSIBILITY TO ENSURE THAT THEY RECEIVE ANY AND ALL ADDENDA FOR THIS RFQ** by either informing the County of their mailing information or by regularly checking the County’s Solicitation Center web page at <https://www.countyofmonterey.gov/government/departments-a-h/administrative-office/contracts-purchasing/solicitation-center>. Addenda are posted on the website the day they are released.

4.0 COUNTY POINT OF CONTACT

- 4.1. Questions and correspondence regarding this solicitation shall be directed to:

Primary Contact for the County: **Dalia Mariscal-Martinez**
Management Analyst III
 1441 Schilling Place, South 2nd Floor
 Salinas, California 93901-4527
 Phone: (831) 755-8966
 Email: mariscaldm@countyofmonterey.gov

- 4.2. All questions regarding this solicitation shall be submitted in writing (email is acceptable and encouraged). When submitting questions, please identify the RFQ # to which the question pertains. Questions will be researched, and answers will be posted on County’s Solicitation Center web page at: <https://www.countyofmonterey.gov/government/departments-a-h/administrative-office/contracts-purchasing/solicitation-center> by the deadline indicated in the **CALENDAR OF EVENTS** herein.

- 4.3. The deadline for submitting written questions regarding this solicitation is indicated in the **CALENDAR OF EVENTS** herein. Questions submitted after the deadline will not be answered.
- 4.4. Only answers to questions communicated by formal written addenda will be binding.
- 4.5. Prospective CONTRACTOR(s) shall not contact County officers or employees with questions or suggestions regarding this solicitation except through the primary contact person listed above. **Any unauthorized contact may be considered undue pressure and cause for disqualification of the CONTRACTOR(s).**

5.0 SCOPE OF WORK

- 5.1. **CONTRACTOR's Minimum Work Performance Percentage:** CONTRACTOR shall perform with their own organization AGREEMENT work amounting to not less than fifty percent (50%) of the original total AGREEMENT price. CONTRACTOR shall not assign, subcontract, sell, or otherwise transfer its interest or obligations in this AGREEMENT without the prior written consent of County.
- 5.2. The scope of work includes in general construction management and engineering inspection services for various construction projects within the County. The construction projects include the repair and upgrade of existing roadways, drainage facilities, and traffic control devices.
- 5.3. The broad scope requires a diversity of expertise and the ability to deal with a number of specialized construction contract issues. Of particular concern are the qualifications and experience of the individual(s) who will be directly involved in the project(s), as they relate to the California Department of Transportation (Caltrans).
- 5.4. The construction management effort shall include, but not be limited to, the following services and requirements:

Contract Administration:

Provide overall coordination of construction management services, including supervision of contract administration, labor compliance, Disadvantaged Business Enterprise (DBE) programs, field observations and outside services. Attend regularly scheduled project meetings with County or CONTRACTOR representatives to review the progress of the work, resolve field problems as they occur, and perform project related public relations with the public and outside agencies such as the United States Army Corps of Engineers (USACE) and the California Department of Fish and Wildlife (CDFW).

General Inspection:

Provide daily inspections and supervision of the work of the construction contractor's operations as construction progresses, and promptly report and resolve problems regarding performance and/or conformity with the drawings and specifications, including contract administration and construction engineering of the assigned project. Assist County Resident Engineer in managing construction operations. In accordance with the State Standard Specifications and Special Provisions, ensure that all utility work is coordinated with the appropriate utility company and that all the appropriate permits and inspections are obtained for all items of work.

Change Orders:

In accordance with State Standard Specifications, the Special Provisions, and County format, prepare, process, and make recommendations on change orders. County will approve all change orders.

Surveying:

Coordinate and supervise construction surveying and staking. Construction staking is to be included in the services provided by CONTRACTOR.

Material Testing:

Coordinate, interpret, certify, and supervise all required soils and material tests in accordance with Caltrans test methods and Standard Specifications. CONTRACTOR shall provide County with a Caltrans certified material testing company to provide material testing services per Caltrans Standard Specifications.

Test Data:

Review and approve copies of certificates of compliance, independent testing laboratory reports, and manufacturer's shop or mill tests to ensure conformance with contract specifications.

Plan Interpretation:

With the assistance of County Resident Engineer, as needed, to interpret the intent of the plans and specifications to protect County against defects and deficiencies in construction on the part of the construction contractor.

Pre-Construction Conference:

Assist in the pre-construction meeting with construction contractor and other project participants. This discussion affords all the parties of the construction contract a common understanding of the proposed work and problems, and possible solutions that may be expected during the life of the construction contract. Labor compliance, equal employment opportunity, safety requirements, water pollution requirements, agreements, and permits shall also be discussed. Respond to questions construction contractor may have and address issues that need to be resolved before work commences.

Safety and Accidents:

Assume the duties of the Project Safety Coordinator. Ensure construction contractor complies with all safety orders, Federal and State, and permits through normal contract administration procedures. Document all incidents with photographs and written reports. Manage safety precautions through construction contractor for the public in construction areas.

Approval Schedule:

Prepare a schedule (using Microsoft Project) indicating all items that will be submitted by construction contractor for review and approval requiring action by County. Furnish appropriate forms, as necessary, and monitor the construction contractor's adherence to the schedule.

False Work and Shop Drawings:

Keep records, provide timely engineering review, and prepare written recommendations certifying the adequacy of construction contractor's submittal for false work as well as construction of false work. Coordinate, document, and make engineering recommendations in writing on approval of shop drawings. Final submittal approvals shall be made in consultation with County.

Progress Statements:

Prepare and provide monthly progress statements meeting County requirements including the following: monthly estimates on all items of work with source documents to verify progress payments. Submit weekly copies of daily diaries to County. Submit a copy of the baseline progress schedule and monthly updates as required by the Special Provisions.

Final Walk-through and Final Inspection:

Conduct project walk-through prior to completion of construction. Minutes of this walk-through shall be completed by CONTRACTOR and a copy shall be sent to County. The final walk-through list of attendees shall be coordinated with County. CONTRACTOR shall complete a final inspection of the project and complete the required Final Report forms.

As-Built Plans:

Provide County with an electronic as-built plan file complete with redline changes or corrections. Such plans will be based upon information obtained from field measurements and observations made during project construction and approved contract change orders. The electronic signature and seal of the responsible Registered Resident Engineer or Construction Engineer will be placed in the file on Level 62 (refer to "Highway Design and Topography Information" on Page 2.5-2 of the *Caltrans Computer Aided Design & Drafting (CADD) User's Manual*).

Contract Records:

At the completion of the project, submit the original set of construction books to County cataloged in accordance with Chapter 5, Section 5-102, "Organization of Project Documents," of the *Caltrans Construction Manual* and as directed by County. These

records shall include all correspondence, meeting minutes, photographs, agreements, hazardous waste material information and tests, labor compliance, contract administration forms, bridge work, diaries, contract item quantity documents, contract change orders, project status sheets, project record-estimate and project status, disputes, project completion documents, etc.

- 5.5. Services shall be provided on an on-call basis. County shall contact CONTRACTOR with regards to an individual task and/or project. CONTRACTOR shall then submit a detailed proposal that shall include at minimum assigned CONTRACTOR staff, relevant task, deliverables, schedule, and cost.
- 5.6. The exact scope for construction management services will be determined prior to a notice to proceed for a specific task and/or project. County may negotiate the scope and cost of the proposal prior to issuance of the notice to proceed. County has the right to reject any submitted proposal.
- 5.7. CONTRACTOR(s) shall advocate for County and ensure the project produced is in the best interest of County. CONTRACTOR(s) shall deliver products on or ahead of the required schedule and within budget.
- 5.8. All work shall be performed in conformance with all applicable County, State and Federal laws relevant to the specific project scope.
- 5.9. In compliance with RFQ #10914, if the project for which the CONTRACTOR is ultimately hired for is funded with Federal Highway Administration (FHWA) funds, the CONTRACTOR will be required to comply with Federal Provisions. Caltrans Local Assistance Procedures Manual (LAPM), Federal Provisions in Exhibit A, attached hereto and incorporated by reference, shall be completed separately for each individual project by CONTRACTOR and submitted to County for approval prior to County issuing CONTRACTOR with a notice to proceed for the project.

6.0 AGREEMENT TERM

- 6.1. The term of the AGREEMENTS will be for a period of up to five (5) years, except that the AGREEMENT shall continue to cover the term of on-call services for projects which were issued a notice to proceed until the services in relation to those projects have been completed. Accordingly, all Delivery Orders for on-call services must be issued but need not necessarily be completed within five (5) years of the start date of the AGREEMENT to allow for completion.
 - 6.1.1. County is not required to state a reason if it elects not to renew.
- 6.2. If the AGREEMENT includes options for renewal or extension, **CONTRACTOR(s) must commence negotiations for any desired rate changes a minimum of ninety (90) days prior to the expiration of the AGREEMENT.**

- 6.2.1. Both parties shall agree upon rate extension(s) or changes in writing.
- 6.3. The AGREEMENT shall contain a clause that provides that County reserves the right to cancel the AGREEMENT, or any extension of the AGREEMENT, without cause, with a thirty (30)-day written notice, or immediately, with cause.

7.0 QUALIFICATION REQUIREMENTS

Interested firms must meet ALL of the following qualification requirements in order to be considered by County:

- 7.1. CONTRACTOR shall have the necessary licenses, certification and knowledge to adequately complete the tasks outlined in the scope of work.
- 7.2. CONTRACTOR shall have a minimum of five (5) years of experience managing and controlling the construction of roadway and drainage projects. Experience shall be in the State of California.
- 7.3. CONTRACTOR’s Project Manager shall have a minimum of five (5) years of experience specializing in road design and environmental documentation and permitting in the State of California, and thorough understanding of Caltrans Standard Plans and Specifications, Caltrans LAPM, Caltrans Local Assistance Program Guidelines (LAPG), State Transportation Improvement Program (STIP) and the Americans with Disabilities Act of 1990 (ADA).
- 7.4. CONTRACTOR shall comply with all applicable laws, ordinances, rules and regulations for the project scope.

8.0 QUALIFICATIONS PACKAGE REQUIREMENTS

8.1. CONTENT AND LAYOUT:

8.1.1. CONTRACTOR should provide the information as requested and as applicable to the proposed services. The qualifications package shall be organized as per the table below; headings and section numbering utilized in the qualifications package shall be the same as those identified in the table. Qualifications packages shall include, at a minimum, but not limited to, the following information in the format indicated:

**Statement of Qualifications Layout
Organize and Number Sections as Follows:**

Section 1	COVER LETTER (including firm information and contact information)
	SIGNATURE PAGE

	SIGNED ADDENDA (if any)
	TABLE OF CONTENTS
Section 2	PROPOSED APPROACH (for meeting the services requested by County and described in Section 5.0, Scope of Work)
Section 3	PRE-QUALIFICATIONS/LICENSING REQUIREMENTS
Section 4	PROJECT EXPERIENCE AND REFERENCES (ATTACHMENT A)
Section 5	ENVIRONMENTALLY FRIENDLY PRACTICES
Section 6	PRICING (ATTACHMENT B - EXHIBIT 10-H2, COST PROPOSAL) (SEALED SEPARATELY)
Section 7	STATEMENT TO SERVICE ENTIRE COUNTY
Section 8	EXCEPTIONS
Section 9	APPENDIX

Section 1, Requirements:

Cover Letter: All qualifications packages must be accompanied by a cover letter not exceeding two (2) pages and should provide firm information and contact information as follows:

Firm Information: Description of the type of organization (e.g., corporation, partnership, including joint venture teams and subcontractors) and number of years in existence. Indicate any planned or anticipated changes in business organization or operations, such as dissolution, winding-up, merger, etc., that may bear on ability to complete services in accordance with AGREEMENT.

Contact Information: The name, address, phone number, and email of CONTRACTOR’s primary contact person during the solicitation process through to potential AGREEMENT award.

Data Universal Numbering System (DUNS) Number: Provide DUNS number issued by Dun and Bradstreet Information Services. Firm(s) must have a DUNS number.

Former Firm Name(s): If any, indicate all previous firm (or branch office) name(s) during the last five (5) years. Indicate the year that any and all corporate name change(s) were effective and the associated DUNS number. This information is used to review past performance on Federal contracts.

Litigation History: Provide a description of litigation to which your firm has been a party to in the past five (5) years. Please include the following details:

- Name of Case
- Case Number
- Date Filed

Court in which Filed
Judgment or Result
Date of Judgment or Result

Signed Signature Page and Signed Addenda (if any Addenda were released for this solicitation). Qualifications packages submitted without this page will be deemed non-responsive. All signatures must be manual and in BLUE ink.

Table of Contents

Section 2, Proposed Approach (for Meeting the Services Requested by County):

An implementation plan that describes in detail:

- (i) The methods to be used from project inception through project completion, including controls by which your firm manages projects of the type sought by RFQ #10914;
- (ii) Manner in which your firm intends to provide adequate staffing, and equipment or other resources to be provided;
- (iii) Identify subcontractors, if any, your firm proposes to use to provide the services as outlined in this RFQ #10914;
- (iv) Methodology for soliciting and documenting views of internal and external stakeholders; and
- (v) Any other project management or implementation strategies or techniques that CONTRACTOR intends to employ in carrying out the services requested.

Detailed description of efforts CONTRACTOR will undertake to achieve County satisfaction and to satisfy the requirements of Section 5.0, Scope of Work.

Section 3, Pre-Qualifications/Licensing Requirements:

Pre-Qualifications: CONTRACTOR must acknowledge in writing that it meets all the pre-qualifications, insurance, and licensing requirements as set forth in the County AGREEMENT, which may be viewed on the link provided on Section 19.0, Sample Agreement, of this RFQ #10914.

Licensing Requirements: CONTRACTOR must acknowledge, in writing, its compliance with all laws governing the services as described within RFQ #10914, and that it meets all governmental licensing requirements.

CONTRACTOR shall possess all permits, licenses, and professional credentials necessary to supply products, and the ability to deploy devices and perform services as specified under RFQ #10914.

Section 4, Project Experience and References (see Attachment A):

Organizational Chart of Proposed Team: CONTRACTOR shall attach the firm's organizational chart. The chart should show the names and roles of all key personnel and the firm they are associated with if they are a subcontractor. The chart should provide a clear picture of the working relationship between all key personnel on the proposed team.

Resume(s) of Key Staff: CONTRACTOR shall provide resume(s) for each key person on the proposed team. County will be looking at each proposed team member's relevant technical expertise to provide on-call construction management services listed in Section 5.0, Scope of Work and that proposed project team has experience with Caltrans Local Assistance procedures and other federal grant procedures. County will also be checking that assigned staff has appropriate licenses, registrations, and certifications to provide on-call construction management services listed in the Scope of Work, and that some or all of the team members (firms) have previously worked together on similar projects.

Experience and References: CONTRACTOR shall describe its demonstrated capability, including length of time it has provided the services requested in this solicitation.

CONTRACTOR shall provide three (3) similar projects in **ATTACHMENT A – PROJECT EXPERIENCE AND REFERENCES** for which it provided similar services as described in Section 5.0, Scope of Work (preferably California State or local government agencies) within the last five (5) years. Information provided should demonstrate work experience with on-call construction management services for projects of various sizes and scope; governmental agency work experience; and record of accomplishing project on schedule and within budget. Examples should demonstrate that CONTRACTOR had the capacity and expertise to meet previous customer's needs, and should include at a minimum:

1. Client Name and Contact Information
2. Project Name (if applicable)
3. Brief Project Description
 - Include project team and their roles
4. Project Start and End Date
5. Project Details including the following:
 - Size (i.e., number of parcels/miles/square feet)
 - Type(s) of services provided
 - Name of General Contractor on Project

Violations: CONTRACTOR shall submit copies of all notices of violations, corrective action notices, enforcement actions or orders, warning notices, writings, or other forms of permit violation/non-compliance documentation (such as those issued by the California Division of Occupational Safety and Health (CAL/OSHA)) received by CONTRACTOR, or any business organization owned or operated by

CONTRACTOR, or any business organization which owns or operates as CONTRACTOR, from any public agency for the last five (5) years.

Section 5, Environmentally Friendly Practices:

CONTRACTOR shall summarize all environmentally friendly practices to which it adheres while doing business as relevant to the County's Climate-Friendly Purchasing Policy: <https://www.countyofmonterey.gov/home/showpublisheddocument/22305/636241459023900000>. CONTRACTOR shall indicate whether it is a 'Green Certified' business and state which governing authority administered the certification.

Section 6, Pricing (see Attachment B):

CONTRACTOR shall complete and submit pricing (including for proposed subcontractors) as per **EXHIBIT 10-H2, COST PROPOSAL (ATTACHMENT B)** of the Caltrans LAPM and submit in a **SEPARATE SEALED ENVELOPE**.

Section 7, Statement to Service Entire County:

Include a statement acknowledging that CONTRACTOR can service all locations or stipulate which of the following locations CONTRACTOR cannot provide services to: Pajaro, Castroville, Royal Oaks, Salinas, Monterey, Carmel Valley, Marina, Seaside, Prunedale, Aromas, Soledad, King City, and as far reaching in the South County past the San Luis Obispo County border.

If certain locations are to include added fees for travel time, please indicate as such in this statement.

Section 8, Exceptions:

Submit any and all exceptions to this solicitation on separate pages, and clearly identify at the top of each page with "EXCEPTION TO COUNTY RFQ #10914". Each exception shall reference the page number and section number, as appropriate. CONTRACTOR should note that the submittal of an exception does not obligate County to revise the terms of the RFQ or AGREEMENT.

Section 9, Appendix:

CONTRACTOR may provide any additional information that it believes to be applicable to this qualifications package and include such information in an Appendix section.

- 8.2. **ADDITIONAL REQUIREMENTS:** To be considered "responsive", submitted qualifications packages shall adhere to the following:

- 8.2.1. Four (4) sets of the qualifications package (one [1] original qualifications package marked “Original” plus three [3] copies) shall be submitted in response to this solicitation. Each copy shall include a cover indicating the submitting company name and reference to “RFQ #10914”. In addition, submit one (1) electronic version (preferable as a PDF file) of the entire qualifications package on a USB memory stick. Additional copies may be requested by County at its discretion.
- 8.2.2. Qualifications packages shall be prepared on 8 ½ x 11 paper, preferably bound with front and back covers. Foldout charts, tables, spreadsheets, brochures, pamphlets, and other pertinent information or work product examples may be included as Appendices.
- 8.2.3. Reproductions of the Monterey County Seal shall not be used in any documents submitted in response to this solicitation.
- 8.2.4. CONTRACTOR shall not use white-out or similar correction products to make late changes to their qualifications package. Any corrections or late changes must be made by manually striking through the incorrect text and making the correction in BLUE ink. Corrections may be handwritten or typed next to the original text and must be initialed in BLUE ink by the individual signing the qualifications package.
- 8.2.5. To validate your qualifications package, **submit the SIGNATURE PAGE** (contained herein) **with your qualifications package**. Qualifications packages submitted without that page will be deemed non-responsive. Qualifications package signature on the Signature Page must be manual, in BLUE ink, and included with the original copy of the qualifications package. Photocopies of the Signature Page may be inserted into the remaining three (3) qualifications package copies.
- 8.3. **CONFIDENTIAL, PROPRIETARY, OR TRADE SECRET INFORMATION:** Qualifications packages submitted in response to this RFQ are not to be marked, in whole or in part, as confidential or proprietary and must not constitute or contain information that is confidential, proprietary, or trade secret, or subject to any other claim that it is not subject to public disclosure under applicable law. The County may refuse to consider any qualifications package so marked. Qualifications packages submitted in response to this RFQ will become subject to public disclosure per the requirements of applicable law, including but not limited to the California Public Records Act, Government Code Section 6250 et seq, and the Ralph M. Brown Act, Government Code Section 54950 et seq. Please be advised that all information and documents submitted to County by CONTRACTOR shall become non-confidential, non-proprietary, non-trade secret, public records without exception and subject to public disclosure by the County at any time without prior notice to CONTRACTOR, whether pursuant to a request for disclosure or otherwise, including but not limited to disclosure in the course of County’s normal procedures to post on the internet or otherwise make available to the general public documents of interest to the public. All interested CONTRACTORS are advised to consider, when deciding what

information to include in their submitted qualifications package, that such inclusion will result in the information becoming a fully disclosable public record. The County shall not be liable in any way for disclosure of any such records or part thereof related to this RFQ or any qualifications package, including, but not limited to, evaluations, proposals, or any other information or records. In submitting the information and documents, the CONTRACTOR is agreeing to the County's release of such information and documents under the Public Records Act or the Brown Act, without further notice to the CONTRACTOR, and is agreeing to release, indemnify, and hold harmless the County from any harm that may result to the Proposer or any third party for release of such information and documents. This release and promise to defend and indemnify is given regardless of whether any exemption from disclosure may be available or might have been claimed under applicable law, and CONTRACTOR's responding to this RFQ acknowledge that the decision whether to assert any such exemption will be made in the County's sole discretion. Submission by an interested CONTRACTOR constitutes a complete waiver of any claims whatsoever against the County, and/or its agents, officers, or employees, that the County has violated a vendor's right to privacy, disclosed trade secrets, or caused any damage by allowing the qualifications package to be inspected.

Additionally, all qualifications packages received by County in response to this RFQ shall become the exclusive property of the County. The County reserves the right, without limitation, to make use of any information or ideas contained in the qualifications package submitted. By submitting information and documents to the County as part of this RFQ, CONTRACTORS acknowledge and agree to the terms of this Section 8.3.

9.0 SELECTION CRITERIA

- 9.1. The selection of CONTRACTOR(s) and subsequent AGREEMENT award(s) will be based on the criteria contained in this solicitation, as demonstrated in the submitted qualifications package. CONTRACTOR should submit sufficient information for County to easily evaluate qualification packages with respect to the selection criteria. The absence of required information may cause the qualifications packages to be deemed non-responsive and may be cause for rejection. County may decide to conduct interviews and contact references during the selection process.
- 9.2. Selection criteria include, but are not limited to, the following:
 - 9.2.1. CONTRACTOR's demonstrated understanding of the services required as described within this RFQ #10914, quality and thoroughness of the qualifications package.
 - 9.2.2. CONTRACTOR's professional qualifications based on the firm's personnel proposed for these services. County is interested in the firm's history of successful projects, and specifically in the background and ability of the proposed personnel.

- 9.2.3. CONTRACTOR’s demonstrated related project experience, previous governmental agency work, including on-call contract work.
 - 9.2.4. CONTRACTOR’s record of safety and regulatory compliance.
 - 9.2.5. CONTRACTOR’s demonstrated ability to perform on site work safely and efficiently for similar clients.
 - 9.2.6. Ability of CONTRACTOR to provide services throughout the entire County, including ability to respond timely to emergencies.
 - 9.2.7. CONTRACTOR’s history of reliable, prompt, and thorough services.
 - 9.2.8. Ability of CONTRACTOR to provide services at competitive rates.
 - 9.2.9. CONTRACTOR’s compliance with all County requirements, including insurance and indemnification requirements, as detailed within RFQ #10914 and in the AGREEMENT (see Section 19.0, Sample Agreement).
 - 9.2.10. CONTRACTOR’s sustained industry reputation for customer satisfaction in quality of service, in resolving service problems, and providing customer support as necessary.
- 9.3. In an effort to select the highest quality services for the County at the best possible value, all qualifications packages will be evaluated on their ability to provide services listed under Section 5.0, Scope of Work.
- 9.3.1. Scoring criteria include the following:

Scoring Criteria	Maximum Points
Understanding of the work to be done	25
Experience with similar kinds of work	25
Quality of staff assigned for work to be done	20
Familiarity with state and federal procedures	10
Demonstrated Technical Ability	10
References	10
Total Maximum Points	100

- 9.4. AGREEMENT award(s) will not be based on cost alone.
- 9.5. To the extent that personnel and equipment shall be provided under this AGREEMENT, CONTRACTOR, if so requested, shall afford County an opportunity to inspect CONTRACTOR’s equipment and additional proposed team information prior to award of the AGREEMENT.

- 9.6. The award(s) resulting from this RFQ #10914 will be made to CONTRACTOR(s) that submit a response that, in the sole opinion of County, best serves the overall interest of County.
- 9.7. The award(s) made from this RFQ #10914 may be subject to approval by County Board of Supervisors.

10.0 SUBMITTAL INSTRUCTIONS & CONDITIONS

- 10.1. Submittal Identification Requirements: ALL SUBMITTALS MAILED OR DELIVERED CONTAINING QUALIFICATIONS OR QUOTATION PACKAGES MUST BE SEALED AND BEAR ON THE OUTSIDE, PROMINENTLY DISPLAYED IN THE LOWER LEFT CORNER THE FOLLOWING INFORMATION:

RFQ #: RFQ #10914, On-Call Construction Management Services
PRIMARY CONTACT FOR COUNTY NAME: Dalia Mariscal-Martinez
CONTRACTOR’S NAME: _____

- 10.2. Mailing Address: Qualifications packages shall be mailed to County at the mailing address indicated on the **Signature Page** of this solicitation.

- 10.3. Due Date: Qualifications packages must be received by County ON OR BEFORE the time and date specified, at the location and to the person specified on the **Signature Page** of this solicitation. It is the sole responsibility of CONTRACTOR to ensure that the qualifications package is received at or before the specified time. Postmarks and facsimiles are not acceptable. Qualifications packages received after the deadline shall be rejected and returned unopened.

10.3.1 Carrier: If the qualifications package is to be delivered via carrier, the carrier tracking number for the package shall be emailed to the Primary Contact for the County listed in Section 4.1 of this solicitation prior to the submittal deadline. This will verify the qualifications package was received on time.

10.3.2 In person: If the qualifications package is to be delivered in person by the CONTRACTOR or by the CONTRACTOR’s representative or agent, a confirmation of receipt shall be requested by the CONTRACTOR or by the CONTRACTOR’s representative or agent to confirm the qualifications package meets the submittal deadline.

- 10.4. Shipping Costs: Unless stated otherwise, the Free on Board (FOB) for receivables shall be destination. Charges for transportation, containers, packaging, and other related shipping costs shall be borne by the shipper.

- 10.5. Acceptance: Qualifications packages are subject to acceptance at any time within ninety (90) days after opening. County reserves the right to reject any and all qualifications packages, or part of any qualifications package, to postpone the scheduled deadline date(s),

to make an award in its own best interest, and to waive any informalities or technicalities that do not significantly affect or alter the substance of an otherwise responsible qualifications package and that would not affect a CONTRACTOR's ability to perform the work adequately as specified.

- 10.6. Ownership: All submittals in response to this solicitation become the property of County. If a CONTRACTOR does not wish to submit a qualifications package but wishes to acknowledge the receipt of the request, the reply envelope shall be marked "No Bid".
- 10.7. Compliance: Qualifications packages that do not follow the format, content and submittal requirements as described herein, or fail to provide the required documentation, may receive lower evaluation scores, or be deemed non-responsive.
- 10.8. CAL/OSHA: If applicable to the specific project scope, the items proposed shall conform to all applicable requirements of the CAL/OSHA Act of 1973.

11.0 PRICING

- 11.1. CONTRACTOR(s) shall complete **ATTACHMENT B - EXHIBIT 10-H2, COST PROPOSAL** for the provision of services as outlined within this RFQ.
- 11.2. CONTRACTOR prices stated in **ATTACHMENT B - EXHIBIT 10-H2, COST PROPOSAL** shall be effective from the date the qualifications package is submitted to the day the AGREEMENT is awarded and through the initial term of the AGREEMENT.
- 11.3. Prior to the start of each project (for any on-call services), County and CONTRACTOR(s) will mutually agree upon the budget for the project.
 - 11.3.1. County will provide a defined scope.
 - 11.3.2. Pricing may be based upon an hourly rate or by the project, based upon the direction of County.
 - 11.3.3. Prices quoted for work assignments (for any on-call services) must remain in effect for a minimum of thirty (30) days.
- 11.4. Method of Payment
 - 11.4.1. CONTRACTOR shall be paid based on specific rates of compensation.
- 11.5. Invoicing by CONTRACTOR(s) will clearly itemize, to show labor hours, material, direct costs, any mark-up, and shall include but is not limited to, the following:
 - 11.5.1. County Department receiving services.

- 11.5.2. Multi-Year Agreement (MYA) number.
 - 11.5.3. Delivery Order (DO) number under which the invoice is to be charged.
 - 11.5.4. Project name and services provided.
 - 11.5.5. Date(s) of services.
 - 11.5.6. County Project Manager.
- 11.6. Qualifications package should include any early payment discounts and/or incentives offered.

12.0 AGREEMENT AWARD

- 12.1. No Guaranteed Value: County does not guarantee a minimum or maximum dollar value for any AGREEMENT or AGREEMENTS resulting from this solicitation.
- 12.2. Board of Supervisors: The award(s) made from this solicitation may be subject to approval by County Board of Supervisors.
- 12.3. Interview: County reserves the right to interview selected CONTRACTOR(s) before an AGREEMENT is awarded. The costs of attending any interview are the CONTRACTOR's responsibility.
- 12.4. Incurred Costs: County is not liable for any costs incurred by CONTRACTOR in response to this solicitation.
- 12.5. Notification: All CONTRACTORS who have submitted a qualifications package will be notified of the final decision as soon as it has been determined.
- 12.6. In County's Best Interest: The award(s) resulting from this solicitation will be made to CONTRACTOR(s) that submit(s) a response that, in the sole opinion of County, best serves the overall interest of County.

13.0 PREVAILING WAGE

Under California Labor Code sections 1720 et seq., an AGREEMENT for some or all of the work contemplated by this RFQ may be considered a public work. If applicable, CONTRACTOR shall comply with provisions of the Labor Code (sections 1720 et seq.) governing public works, including payment of prevailing wages, payroll records, and employment of apprentices. Copies of the determination of the general prevailing rate of per diem wages are available to interested parties at:

<http://www.dir.ca.gov/public-works/prevailing-wage.html>.

14.0 SEQUENTIAL AGREEMENT NEGOTIATION

County will pursue AGREEMENT negotiations with CONTRACTOR who submit(s) the best qualifications package or is deemed the most qualified in the sole opinion of County, and which is in accordance with the criteria as described within this solicitation. If the AGREEMENT negotiations are unsuccessful, in the opinion of either County or CONTRACTOR, County may pursue AGREEMENT negotiations with the entity that submitted a proposal which County deems to be the next best qualified to provide the services, or County may issue a new solicitation or take any other action which it deems to be in its best interest.

15.0 AGREEMENT TERMS AND CONDITIONS

- 15.1. CONTRACTOR(s) selected through the solicitation process will be expected to execute a formal AGREEMENT with County for the provision of the requested services. The AGREEMENT shall be written by County in a standard format approved by the Office of the County Counsel, similar to the County of Monterey Agreement for Professional Services referenced in Section 19.0 “**SAMPLE AGREEMENT SECTION**” below. Submission of a signed qualifications package and the **SIGNATURE PAGE** will be interpreted to mean CONTRACTOR HAS AGREED TO ALL THE TERMS AND CONDITIONS set forth in the pages of this solicitation and the standard provisions included in Section 19.0 below and at <https://www.countyofmonterey.gov/home/showpublisheddocument/139258/638779912688970000>. County may but is not required to consider including language from the CONTRACTOR’s proposed AGREEMENT, and any such submission shall be included in the EXCEPTIONS SECTION of CONTRACTOR’s qualifications package.
- 15.2. Federal and state funding required forms and exhibits for projects that are federally or state funded, CONTRACTOR shall sign and include all applicable exhibits required for projects with federal or state funding. **EXHIBIT A – FEDERAL PROVISIONS** includes the applicable forms required for projects with federal funding. Additional forms may be required for specific projects with federal or state funds.

16.0 COLLUSION

CONTRACTOR shall not conspire, attempt to conspire, or commit any other act of collusion with any other interested party for the purpose of secretly, or otherwise, establishing an understanding regarding rates or conditions to the solicitation that would bring about any unfair conditions.

17.0 RIGHTS TO PERTINENT MATERIALS

All responses, inquiries, and correspondence related to this solicitation and all reports, charts, displays, schedules, exhibits, and other documentation produced by CONTRACTOR that are submitted as part of the submittal will become the property of County when received by County **and may be considered public information under applicable law**. Any proprietary information in the submittal must be identified as such and marked “CONFIDENTIAL INFORMATION” or “PROPRIETARY INFORMATION”, in conformity with the specific requirements set forth in Section 8.3, above. County will not disclose proprietary information to the public, unless required by law; however, County cannot guarantee that such information will be held confidential. **As a California government entity, County is subject to the California Public Records Act and other public transparency laws and, as such, cannot guarantee the confidentiality of information marked confidential or proprietary.** County will respond to requests for disclosure of records related to this solicitation in accord with applicable law on disclosure requirements and exemptions to disclosure.

18.0 PIGGYBACK CLAUSE

CONTRACTOR shall indicate below if CONTRACTOR agrees to extend the same prices, terms, and conditions of their proposal to other public agencies that have delivery locations within the State of California limits: _____ Yes _____ No. CONTRACTOR’s response to this question will not be considered in award of the AGREEMENT resulting from this solicitation. If and when CONTRACTOR extends the prices, terms, and conditions of their proposal to other public agencies, any resulting agreement shall be between CONTRACTOR and the other public agencies and County shall bear no responsibility or liability for any agreements between CONTRACTOR and the other public agencies.

19.0 SAMPLE AGREEMENT

The County AGREEMENT with all terms and conditions (which are hereby incorporated by reference as though set forth entirely herein) may be viewed at the following link:

<https://www.countyofmonterey.gov/home/showpublisheddocument/139258/6387799126889700>
[00](https://www.countyofmonterey.gov/home/showpublisheddocument/139258/6387799126889700).

SIGNATURE PAGE

COUNTY OF MONTEREY
DEPARTMENT OF PUBLIC WORKS, FACILITIES AND PARKS

RFQ #10914
RELEASE DATE: May 15, 2025



RFQ #10914 TITLE: On-Call Construction Management Services

QUALIFICATIONS PACKAGES ARE DUE AT THE DEPARTMENT OF PUBLIC WORKS, FACILITIES AND PARKS BY 3:00 P.M., PACIFIC STANDARD TIME (PST), ON WEDNESDAY, JUNE 25, 2025

MAILING ADDRESS:
COUNTY OF MONTEREY
DEPARTMENT OF PUBLIC WORKS,
FACILITIES AND PARKS
1441 SCHILLING PLACE, SOUTH 2nd FLOOR
SALINAS, CALIFORNIA 93901-4527

QUESTIONS ABOUT THIS RFQ SHOULD BE DIRECTED TO:
Dalia Mariscal-Martinez, mariscaldm@countyofmonterey.gov, (831) 755-8966

CONTRACTOR MUST INCLUDE THE FOLLOWING IN EACH QUALIFICATIONS PACKAGE (one [1] original plus three [3] copies):

ALL REQUIRED CONTENT AS DEFINED PER SECTION 8.1 HEREIN

This Signature Page must be included with your submittal in order to validate your qualifications package.
Qualifications packages submitted without this page will be deemed non-responsive.

CHECK HERE IF YOU HAVE ANY EXCEPTIONS TO THIS SOLICITATION.

CONTRACTOR MUST COMPLETE THE FOLLOWING TO VALIDATE QUALIFICATIONS PACKAGE

I hereby agree to furnish the articles and/or services stipulated in my qualifications package at the price quoted, subject to the instructions and conditions in the RFQ. I further attest that I am an official officer representing my firm and authorized with signatory authority to present this qualifications package.

Company Name: _____ Date: _____

Signature: _____ Printed Name: _____

Street Address: _____

City: _____ State: _____ Zip: _____

Phone: (____) _____ Email: _____

License No. (If applicable): _____

License Classification (If applicable): _____

ATTACHMENTS/EXHIBITS

ATTACHMENT A - PROJECT EXPERIENCE/REFERENCES

Please submit three (3) references from clients for whom your firm provided similar services as described in Section 5.0, Scope of Work (preferably California State or local government agencies) in the previous five (5) years. Please include, at a minimum, the following information:

- **Client Name and Contact Information**
Please include project manager name, address, phone number, and email address.
- **Project Name (if applicable)**
- **Brief Project Description**
Please include project team and their roles.
- **Project Start and End Date**
- **Project Details**
Please include size (i.e., number of parcels/miles/square feet), type(s) of services provided, and name of General Contractor on the project. Additionally, please include significant issues and challenges, your firm's performance in providing services on schedule and within budget, and any other information considered to be relevant in evaluation of your firm's performance.

– *End of Attachment A* –

ATTACHMENT B – EXHIBIT 10H-2, COST PROPOSAL

Local Assistance Procedures Manual

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 _____ Prime Consultant Subconsultant 2nd Tier Subconsultant

Project No. _____ Contract No. _____ Participation Amount \$ _____ Date _____

For Combined Rate	Fringe Benefit % + General & Administrative %	=	Combined ICR%
	OR		
For Home Office Rate	Fringe Benefit % + General & Administrative %	=	Home Office ICR%
For Field Office Rate	Fringe Benefit % + General & Administrative %	=	Field Office ICR%
Fee		=	%

BILLING INFORMATION

CALCULATION INFORMATION

Name/Job Title/Classification ¹	Hourly Billing Rates ²			Effective Date of Hourly Rate		Actual or Avg. Hourly Rate ¹	% or \$ Increase	Hourly Range - for Classifications Only
	Straight ³	OT(1.5x)	OT(2x)	From	To			
John Doe – Project Manager * Civil Engineer II	\$0.00	\$0.00	\$0.00	01/01/2016	12/31/2016	\$0.00		Not Applicable
	\$0.00	\$0.00	\$0.00	01/01/2017	12/31/2017	\$0.00	0.0%	
	\$0.00	\$0.00	\$0.00	01/01/2018	12/31/2018	\$0.00	0.0%	
Sue Jones – Construction Engineer/Inspector Engineer I	\$0.00	\$0.00	\$0.00	01/01/2016	12/31/2016	\$0.00		Not Applicable
	\$0.00	\$0.00	\$0.00	01/01/2017	12/31/2017	\$0.00	0.0%	
	\$0.00	\$0.00	\$0.00	01/01/2018	12/31/2018	\$0.00	0.0%	
Buddy Black – Claims Engineer Engineer III	\$0.00	\$0.00	\$0.00	01/01/2016	12/31/2016	\$0.00		Not Applicable
	\$0.00	\$0.00	\$0.00	01/01/2017	12/31/2017	\$0.00	0.0%	
	\$0.00	\$0.00	\$0.00	01/01/2018	12/31/2018	\$0.00	0.0%	
Land Surveyor **	\$0.00	\$0.00	\$0.00	01/01/2016	12/31/2016	\$0.00		\$00 - \$00
	\$0.00	\$0.00	\$0.00	01/01/2017	12/31/2017	\$0.00	0.0%	\$00 - \$00
	\$0.00	\$0.00	\$0.00	01/01/2018	12/31/2018	\$0.00	0.0%	\$00 - \$00
Technician	\$0.00	\$0.00	\$0.00	01/01/2016	12/31/2016	\$0.00		\$00 - \$00
	\$0.00	\$0.00	\$0.00	01/01/2017	12/31/2017	\$0.00	0.0%	\$00 - \$00
	\$0.00	\$0.00	\$0.00	01/01/2018	12/31/2018	\$0.00	0.0%	\$00 - \$00

(Add pages as necessary)

ATTACHMENT B – EXHIBIT 10H-2, COST PROPOSAL

Local Assistance Procedures Manual

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.

January 2020

ATTACHMENT B – EXHIBIT 10H-2, COST PROPOSAL

Local Assistance Procedures Manual

EXHIBIT 10-H2 COST PROPOSAL Page 2 of 3

SPECIFIC RATE OF COMPENSATION (USE FOR ON-CALL OR AS-NEEDED CONTRACTS)
(CONSTRUCTION ENGINEERING AND INSPECTION CONTRACTS)

Consultant _____ Prime Consultant Subconsultant

Project No. _____ Contract No. _____ Date _____

SCHEDULE OF OTHER DIRECT COST ITEMS (Add additional pages as necessary)				
Description of Item	Quantity	Unit	Unit Cost	Total
Mileage Costs			\$	\$
Equipment Rental and Supplies			\$	\$
Permit Fees			\$	\$
Plan Sheets			\$	\$
Test			\$	\$
Vehicle			\$	\$
Subconsultant 1:				\$
Subconsultant 2:				\$
Subconsultant 3:				\$
Subconsultant 4:				\$
Subconsultant 5:				\$

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 related 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.

ATTACHMENT B – EXHIBIT 10H-2, COST PROPOSAL

Local Assistance Procedures Manual

EXHIBIT 10-H2 COST PROPOSAL Page 3 of 3

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.

Prime Consultant or Subconsultant Certifying:

Name: _____ Title *: _____

Signature : _____ Date of Certification (mm/dd/yyyy): _____

Email: _____ Phone Number: _____

Address: _____

* 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:

January 2020

– End of Attachment B –

(Print Name and Title)

**EXHIBIT A – FEDERAL PROVISIONS
CALTRANS LOCAL ASSISTANCE PROCEDURES MANUAL**

In compliance with RFQ #10914, the CONTRACTOR (also referred to as “Consultant”) will be required to comply with Federal Provisions if the project uses Federal Highway Administration (FHWA) funds. Federal Provisions, Exhibit A, attached hereto, shall be completed by CONTRACTOR (Consultant) and submitted to COUNTY (also referred to as “Local Agency”) for approval prior to COUNTY (Local Agency) issuing a Notice to Proceed for the project to CONTRACTOR (Consultant).

**EXHIBIT A – FEDERAL PROVISIONS
CALTRANS LOCAL ASSISTANCE PROCEDURES MANUAL**

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Article I - Introduction

- A. This AGREEMENT is between the following named, hereinafter referred to as, CONTRACTOR and the following named, hereinafter referred to as, COUNTY:

The name of the "CONTRACTOR" is as follows:

Incorporated in the State of California

The Project Manager for the "CONTRACTOR" will be:

The name of the COUNTY is as follows:

County of Monterey
Department of Public Works, Facilities and Parks
1441 Schilling Place, South 2nd Floor
Salinas, CA 93901-4527

The Project Manager for the COUNTY will be:

- B. The work to be performed under this AGREEMENT is described in Article III Statement of Work and the approved CONTRACTOR's Cost Proposal dated (month, date, year). The approved CONTRACTOR's Cost Proposal is attached hereto as (Exhibit _____) and incorporated by reference. If there is any conflict between the approved Cost Proposal and this AGREEMENT, this AGREEMENT shall take precedence.
- C. CONTRACTOR agrees to the fullest extent permitted by law, to indemnify, protect, defend, and holdharmless COUNTY, 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 CONTRACTOR, except such loss or damage which was caused by the sole negligence, or willful misconduct of COUNTY, as determined by a Court of competent jurisdiction. The provisions of this section shall survive termination or suspension of this AGREEMENT.
- D. CONTRACTOR in the performance of this AGREEMENT, shall act in an independent capacity. It is understood and agreed that CONTRACTOR (including CONTRACTOR's employees) is an independent contractor, and that no relationship of employer-employee exists between the parties hereto. CONTRACTOR's assigned personnel shall not be entitled to any benefits payable to employees of COUNTY.

-
- E. COUNTY is not required to make any deductions or withholdings from the compensation payable to CONTRACTOR under the provisions of the AGREEMENT and is not required to issue W-2 Forms for income and employment tax purposes for any of CONTRACTOR's assigned personnel. CONTRACTOR, in the performance of its obligation hereunder, is only subject to the control or direction of the COUNTY as to the designation of tasks to be performed and the results to be accomplished.
 - F. Any third-party person(s) employed by CONTRACTOR shall be entirely and exclusively under the direction, supervision, and control of CONTRACTOR. CONTRACTOR hereby indemnifies and holds COUNTY harmless from any and all claims that may be made against COUNTY 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, CONTRACTOR's obligations under this AGREEMENT are not assignable or transferable, and CONTRACTOR shall not subcontract any work, without the prior written approval of the COUNTY. However, claims for money due or which become due to CONTRACTOR from COUNTY 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 COUNTY.
 - H. CONTRACTOR shall be as fully responsible to the COUNTY for the negligent acts and omissions of its contractors and subconsultants or subcontractors, and of persons either directly or indirectly employed by them, in the same manner as persons directly employed by CONTRACTOR.
 - 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 CONTRACTOR as provided herein, shall be in compensation for all of CONTRACTOR's expenses incurred in the performance hereof, including travel and per diem, unless otherwise expressly so provided.

Article II Contractor's Reports or Meetings

(Choose either Option 1 or Option 2)

(Option 1 – Use Paragraphs A & B below for standard AGREEMENT)

- A. CONTRACTOR shall submit progress reports at least once a month. The report should be sufficiently detailed for the COUNTY's Contract Administrator to determine, if CONTRACTOR 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. CONTRACTOR's Project Manager shall meet with COUNTY's Contract Administrator, as needed, to discuss progress on the AGREEMENT.

(Option 2 – Use Paragraphs A & B below for ON-CALL AGREEMENTS)

- A. CONTRACTOR 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 COUNTY's Contract Administrator or Project Coordinator to determine, if CONTRACTOR 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. CONTRACTOR's Project Manager shall meet with COUNTY's Contract Administrator or Project Coordinator, as needed, to discuss progress on the project(s).

Article III Statement of Work

(Insert Appropriate Statement of Work including a Description of the Deliverables) *in the following sections. If a section does not apply to the AGREEMENT, state "Not Applicable to this AGREEMENT."*

- A. CONTRACTOR Services Not Applicable to this Agreement
 Detail based on the services to be furnished should be provided by CONTRACTOR. Nature and extent should be verified in the negotiations to make precise statements to eliminate subsequent uncertainties and misunderstandings. Reference to the appropriate standards for design or other standards for work performance stipulated in CONTRACTOR AGREEMENT should be included. Describe acceptance criteria, and if the responsible CONTRACTOR/engineer shall sign all Plans, Specifications and Estimate (PS&E) and engineering data furnished under the AGREEMENT including registration number.

 Environmental documents are not considered complete until a Caltrans District Senior Environmental Planner signs the Categorical Exclusion, a Caltrans Deputy District Director signs the Finding of No Significant Impact (FONSI), or the Caltrans District Director signs the Record of Decision (see LAPM Chapter 6: Environmental Procedures, and the Standard Environmental Reference).
- B. Right of Way Not Applicable to this Agreement
 State whether Right of Way requirements to be determined and shown by CONTRACTOR, whether land surveys and computations with metes and bounds descriptions are to be made, and whether Right of Way parcel maps are to be furnished.
- C. Surveys Not Applicable to this Agreement
 State whether or not the CONTRACTOR has the responsibility for performing preliminary or construction surveys.
- D. Subsurface Investigations Not Applicable to this Agreement
 State specifically whether or not CONTRACTOR has the responsibility for making subsurface investigations. If borings or other specialized services are to be made by others under the supervision of CONTRACTOR, appropriate provisions are to be incorporated. Archaeological testing and data recovery guidance can be found in the Standard Environmental Reference.
- E. COUNTY (LOCAL AGENCY) Obligations Not Applicable to this Agreement
 All data applicable to the project and in possession of COUNTY (local agency), another agency, or government agency that are to be made available to CONTRACTOR are referred to in the AGREEMENT. Any other assistance or services to be furnished to CONTRACTOR are to be stated clearly.
- F. Conferences, Site Visits, Inspection of Work Not Applicable to this Agreement
 This AGREEMENT provides for conferences as needed, visits to the site, and inspection of the

work by representatives of the COUNTY, State, and/or FHWA. Costs incurred by CONTRACTOR for meetings, subsequent to the initial meeting shall be included in the fee.

- G. Checking Shop Drawings Not Applicable to this Agreement
For AGREEMENTS requiring the preparation of construction drawings and make provision for checking shop drawings. Payment for checking shop drawings by CONTRACTOR is included in the AGREEMENT fee, or provision may be made for separate payment.
- H. CONTRACTOR Services During Construction Not Applicable to this Agreement
The extent, if any of CONTRACTOR'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 Not Applicable to this Agreement
AGREEMENTS where appropriate, shall provide that CONTRACTOR document the results of the work to the satisfaction of COUNTY, 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 Not Applicable to this Agreement
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 time must be set for beginning and ending the work under the AGREEMENT. The time allowed for performing the work is specified; it should be reasonable for the kind and amount of services contemplated; and it is written into the AGREEMENT. If it is desirable that Critical Path Method (CPM) networks, or other types of schedules be prepared by CONTRACTOR, they should be identified and incorporated into the AGREEMENT.

- A. This AGREEMENT shall go into effect on (month, date, year), contingent upon approval by COUNTY, and CONTRACTOR shall commence work after notification to proceed by COUNTY Contract Administrator. The AGREEMENT shall end on (month, date, year), unless extended by AGREEMENT amendment.
- B. CONTRACTOR is advised that any recommendation for AGREEMENT award is not binding on COUNTY until the AGREEMENT is fully executed and approved by COUNTY.

Use paragraph C below in addition to paragraphs A & B above for on-call AGREEMENTS. On-call AGREEMENTS shall be five (5) years maximum.

- 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 AGREEMENT 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

(Choose either Option 1, 2, 3, or 4)

(Option 1 - Use paragraphs A through K below for Cost-Plus-Fixed Fee AGREEMENTS. Use Exhibit10-H1: Cost Proposal Format)

- A. The method of payment for this AGREEMENT will be based on actual cost plus a fixed fee. COUNTY will reimburse CONTRACTOR for actual costs (including labor costs, employee benefits, travel, equipment rental costs, overhead and other direct costs) incurred by CONTRACTOR in performance of the work. CONTRACTOR will not be reimbursed for actual costs that exceed the estimated wage rates, employee benefits, travel, equipment rental, overhead, and other estimated costs set forth in the approved CONTRACTOR's Cost Proposal, unless additional reimbursement is provided for by AGREEMENT amendment. In no event, will CONTRACTOR be reimbursed for overhead costs at a rate that exceeds COUNTY's approved overhead rate set forth in the Cost Proposal. In the event, that COUNTY determines that a change to the work from that specified in the Cost Proposal and AGREEMENT is required, the AGREEMENT time or actual costs reimbursable by COUNTY shall be adjusted by AGREEMENT amendment to accommodate the changed work. The maximum total cost as specified in Paragraph "I" of this Article shall not be exceeded, unless authorized by AGREEMENT amendment.
- B. The indirect cost rate established for this AGREEMENT is extended through the duration of this specific AGREEMENT. CONTRACTOR's agreement to the extension of the one (1)-year applicable period shall not be a condition or qualification to be considered for the work or AGREEMENT award.
- C. In addition to the allowable incurred costs, COUNTY will pay CONTRACTOR a fixed fee of \$_____. The fixed fee is nonadjustable for the term of the AGREEMENT, except in the event of a significant change in the scope of work and such adjustment is made by AGREEMENT amendment.
- D. Reimbursement for transportation and subsistence costs shall not exceed the rates specified in the approved Cost Proposal.
- E. When milestone cost estimates are included in the approved Cost Proposal, CONTRACTOR shall obtain prior written approval for a revised milestone cost estimate from the Contract Administrator before exceeding such cost estimate.
- F. Progress payments will be made monthly in arrears based on services provided and allowable incurred costs. A pro rata portion of CONTRACTOR's fixed fee will be included in the monthly progress payments. If CONTRACTOR fails to submit the required deliverable items according to the schedule set forth in Article III Statement of Work, COUNTY shall have the right to delay payment or terminate this AGREEMENT.
- G. No payment will be made prior to approval of any work, nor for any work performed prior to approval of this AGREEMENT.
- H. CONTRACTOR will be reimbursed, promptly according to California Regulations upon receipt by COUNTY's Contract Administrator of itemized invoices in duplicate. Invoices shall be submitted no later than thirty (30) calendar days after the performance of work for which CONTRACTOR is billing. Invoices shall detail the work performed on each milestone and each project as applicable.

Invoices shall follow the format stipulated for the approved Cost Proposal and shall reference this AGREEMENT number and project title. Final invoice must contain the final cost and all credits due COUNTY including any equipment purchased under the provisions of Article XI Equipment Purchase. The final invoice should be submitted within sixty (60) calendar days after completion of CONTRACTOR's work. Invoices shall be mailed to COUNTY's Contract Administrator at the following address:

County of Monterey
 Department of Public Works, Facilities and Parks
 1441 Schilling Place, South 2nd Floor
 Salinas, CA 93901-4527
 Attn: Finance Division

- I. The total amount payable by COUNTY including the fixed fee shall not exceed \$_____.
- J. For personnel subject to prevailing wage rates as described in the California Labor Code, all salary increases, which are the direct result of changes in the prevailing wage rates are reimbursable.

(Option 2 - For Cost per Unit of Work AGREEMENTS, replace paragraphs A & B of Option 1 with the following paragraphs A, B, and C and re-letter the remaining paragraphs. Adjust as necessary for workspecific to your project. Use Exhibit 10-H3: Cost Proposal Format).

- A. The method of payment for the following items shall be at the rate specified for each item, as described in this Article. The specified rate shall include full compensation to CONTRACTOR for the item as described, including but not limited to, any repairs, maintenance, or insurance, and no further compensation will be allowed, therefore.
- B. The specified rate to be paid for vehicle expense for CONTRACTOR's field personnel shall be \$_____ per approved Cost Proposal. This rate shall be for a fully equipped vehicle(s) specified in Article III Statement of Work, as applicable the specified rate to be paid for equipment shall be, as listed in the approved Cost Proposal.
- C. The method of payment for this AGREEMENT, except those items to be paid for on a specified rate basis, will be based on cost per unit of work. COUNTY will reimburse CONTRACTOR for actual costs (including labor costs, employee benefits, travel, equipment-rental costs, overhead and other direct costs) incurred by CONTRACTOR in performance of the work. CONTRACTOR will not be reimbursed for actual costs that exceed the estimated wage rates, employee benefits, travel, equipment rental, overhead and other estimated costs set forth in the approved Cost Proposal, unless additional reimbursement is provided for, by AGREEMENT amendment. In no event, will CONTRACTOR be reimbursed for overhead costs at a rate that exceeds COUNTY approved overhead rate set forth in the approved Cost Proposal. In the event, COUNTY determines that changed work from that specified in the approved Cost Proposal and AGREEMENT is required; the actual costs reimbursable by COUNTY may be adjusted by AGREEMENT amendment to accommodate the changed work. The maximum total cost as specified in Paragraph "I," of this article shall not be exceeded unless authorized by AGREEMENT amendment.

(Option 3 - Use paragraphs A through P for Specific Rates of Compensation Agreements [such as on-call Agreements]. This payment method shall only be used when it is not possible at the time of

procurement to estimate the extent or duration of the work or to estimate costs with any reasonable degree of accuracy. The specific rates of compensation payment method should be limited to AGREEMENTS or components of AGREEMENTS for specialized or support type services where the CONTRACTOR is not in direct control of the number of hours worked, such as construction engineering and inspection. Use Exhibit 10-H2: Cost Proposal Format).

- A. CONTRACTOR will be reimbursed for hours worked at the hourly rates specified in CONTRACTOR'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. CONTRACTOR will be reimbursed within thirty (30) calendar days upon receipt by COUNTY's Contract Administrator of itemized invoices in duplicate.
- B. In addition, CONTRACTOR 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 CONTRACTOR through issuance of Task Orders
- D. After a project to be performed under this AGREEMENT is identified by COUNTY, COUNTY 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 COUNTY Project Coordinator. The draft Task Order will be delivered to CONTRACTOR for review. CONTRACTOR 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 COUNTY and CONTRACTOR.
- 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 CONTRACTOR's approved Cost Proposal.

CONTRACTOR 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. CONTRACTOR is responsible for paying the appropriate rate, including escalations that take place during the term of the AGREEMENT.

- F. (COUNTY to include either (a) or (b) below; delete the other one (1))
 - (a) Reimbursement for transportation and subsistence costs shall not exceed State rates.
 - (b) Reimbursement for transportation and subsistence costs shall not exceed the rates as specified in the approved Cost Proposal. CONTRACTOR will be responsible for transportation and subsistence costs in excess of State rates.
- G. When milestone cost estimates are included in the approved Cost Proposal, CONTRACTOR 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. CONTRACTOR shall not commence performance of work or services until this AGREEMENT has been approved by COUNTY, and notification to proceed has been issued by COUNTY'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 COUNTY and signed by an authorized representative of COUNTY. No expenditures are authorized on a project and work shall not commence until a Task Order for that project has been executed by COUNTY.
- K. CONTRACTOR will be reimbursed, within thirty (30) days upon receipt by COUNTY'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 CONTRACTOR 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 to COUNTY that include any equipment purchased under the provisions of Article XI Equipment Purchase, must be reimbursed by CONTRACTOR prior to the expiration or termination of this AGREEMENT. Invoices shall be mailed to COUNTY's Contract Administrator at the following address:

County of Monterey
 Department of Public Works, Facilities and Parks
 1441 Schilling Place, South 2nd Floor
 Salinas, CA 93901-4527
 Attn: Finance Division

- 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 COUNTY for an individual Task Order shall not exceed the amount agreed to in the Task Order, unless authorized by amendment.
- N. If CONTRACTOR 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 terms) of this AGREEMENT nor to exceed the scope of work under this AGREEMENT.
- P. The total amount payable by COUNTY for all Task Orders resulting from this AGREEMENT shall not exceed \$ 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.

(Option 4 - Use paragraphs A through E below for lump sum AGREEMENTS. Use Exhibit 10-H1: Cost Proposal Format).

- A. The method of payment for this AGREEMENT will be based on lump sum. The total lump sum price paid to CONTRACTOR will include compensation for all work and deliverables, including travel and equipment described in Article III Statement of Work. No additional compensation will

be paid to CONTRACTOR, unless there is a change in the scope of the work or the scope of the project. In the instance of a change in the scope of work or scope of the project, adjustment to the total lump sum compensation will be negotiated between CONTRACTOR and COUNTY. Adjustment in the total lump sum compensation will not be effective until authorized by contract amendment and approved by COUNTY.

- B. Progress payments may be made monthly in arrears based on the percentage of work completed by CONTRACTOR. If CONTRACTOR fails to submit the required deliverable items according to the schedule set forth in Article III Statement of Work, COUNTY shall have the right to delay payment or terminate this AGREEMENT in accordance with the provisions of Article VI Termination.
- C. CONTRACTOR shall not commence performance of work or services until this AGREEMENT has been approved by COUNTY and notification to proceed has been issued by COUNTY'S Contract Administrator. No payment will be made prior to approval of any work, or for any work performed prior to approval of this AGREEMENT.
- D. CONTRACTOR will be reimbursed within thirty (30) days upon receipt by County's Contract Administrator of itemized invoices in duplicate. Invoices shall be submitted no later than thirty (30) calendar days after the performance of work for which CONTRACTOR is billing. 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 and project title. Final invoice must contain the final cost and all credits due COUNTY that include any equipment purchased under the provisions of Article XI Equipment Purchase. The final invoice must be submitted within sixty (60) calendar days after completion of CONTRACTOR's work unless a later date is approved by County. Invoices shall be mailed to COUNTY's Contract Administrator at the following address:

County of Monterey
 Department of Public Works, Facilities and Parks
 1441 Schilling Place, South 2nd Floor
 Salinas, CA 93901-4527
 Attn: Finance Division

- E. The total amount payable by COUNTY shall not exceed \$ _____.

Article VI Termination

- A. This AGREEMENT may be terminated by COUNTY, provided that COUNTY gives not less than thirty (30) calendar days' written notice (delivered by certified mail, return receipt requested) of intent to terminate. Upon termination, COUNTY 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.
- B. COUNTY may temporarily suspend this AGREEMENT, at no additional cost to COUNTY, provided that CONTRACTOR is given written notice (delivered by certified mail, return receipt requested) of temporary suspension. If COUNTY gives such notice of temporary suspension, CONTRACTOR 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, CONTRACTOR shall not be relieved of liability to COUNTY for damages sustained by COUNTY by virtue of any breach of this AGREEMENT by CONTRACTOR, and COUNTY may withhold any payments due to CONTRACTOR until such time

as exact amount of damages, if any, due COUNTY from CONTRACTOR is determined.

- D. In the event of termination, CONTRACTOR shall be compensated as provided for in this AGREEMENT. Upon termination, COUNTY 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. CONTRACTOR agrees that 48 CFR Part 31, Contract Cost Principles and Procedures shall be used to determine the allowability of individual terms of cost.
- B. CONTRACTOR also agrees to comply with Federal procedures in accordance with 2 CFR, Part 200, Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards.
- C. Any costs for which payment has been made to CONTRACTOR that are determined by subsequent audit to be unallowable under 48 CFR Part 31 or 2 CFR Part 200 are subject to repayment by CONTRACTOR to COUNTY.
- D. When a CONTRACTOR or subcontractor is a Non-Profit Organization or an Institution of Higher Education, the Cost Principles for Title 2 CFR Part 200, Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards shall apply.

Article VIII Retention of Records/Audit

For the purpose of determining compliance with Government Code §8546.7, the CONTRACTOR, subcontractors, and COUNTY 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 CONTRACTOR'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. COUNTY, 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 CONTRACTOR, subcontractor and the CONTRACTOR'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 COUNTY'S Chief Financial Officer.
- B. Not later than thirty (30) calendar days after issuance of the final audit report, CONTRACTOR may request a review by COUNTY'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 COUNTY will excuse CONTRACTOR from full and timely performance, in accordance with the terms of this AGREEMENT.
- D. CONTRACTOR and subcontractor 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, Part 31 and other related laws and regulations. In the instances of a CPA ICR audit work paper review, it is CONTRACTOR's responsibility to ensure federal, state, COUNTY 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 CONTRACTOR and approved by COUNTY Contract Administrator to conform to the audit or review recommendations. CONTRACTOR agrees that individual terms of costs identified in the audit report shall be incorporated into the AGREEMENT by this reference if directed by COUNTY at its sole discretion. Refusal by CONTRACTOR to incorporate audit or review recommendations, or to ensure that the federal, COUNTY 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. CONTRACTOR'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 CONTRACTOR and approved by the COUNTY 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 CONTRACTOR 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 CONTRACTOR's independent CPA, IOAI will work with the CPA and/or CONTRACTOR 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, COUNTY will reimburse the CONTRACTOR at an accepted ICR until a FAR (Federal Acquisition Regulation) compliant ICR {e.g. 48 CFR, Part 31; GAGAS (Generally Accepted Government 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 CONTRACTOR 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 CONTRACTOR's and/or the independent CPA's revisions.

3. If the CONTRACTOR 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. CONTRACTOR may submit to COUNTY 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 COUNTY; and (3) IOAI has issued its final ICR review letter. The CONTRACTOR MUST SUBMIT ITS FINAL INVOICE TO COUNTY 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 COUNTY and the CONTRACTOR, either as a prime or subcontractor, with the same fiscal period ICR.

Article X Subcontracting

- A. Nothing contained in this AGREEMENT or otherwise, shall create any contractual relation between the COUNTY and any subcontractor(s), and no sub agreement shall relieve the CONTRACTOR of its responsibilities and obligations hereunder. The CONTRACTOR agrees to be as fully responsible to the COUNTY for the acts and omissions of its subcontractor(s) 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 CONTRACTOR. The CONTRACTOR's obligation to pay its subcontractor(s) is an independent obligation from the COUNTY's obligation to make payments to the CONTRACTOR.
- B. CONTRACTOR 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 COUNTY's Contract Administrator, except that, which is expressly identified in the CONTRACTOR's approved Cost Proposal.
- C. Any sub agreement entered into as a result of this AGREEMENT shall contain all the provisions stipulated in this entire AGREEMENT to be applicable to subcontractors unless otherwise noted.
- D. CONTRACTOR shall pay its subcontractors within fifteen (15) calendar days from receipt of each ~~payment~~ made to the CONTRACTOR by the COUNTY.
- E. Any substitution of subcontractor(s) must be approved in writing by COUNTY's Contract Administrator in advance of assigning work to a substitute subcontractor(s).
- F. Prompt Progress Payment
CONTRACTOR or subcontractor shall pay to any subcontractor, not later than fifteen (15) days after receipt of each progress payment, unless otherwise agreed to in writing, the respective amounts allowed CONTRACTOR on account of the work performed by the subcontractors, to the extent of each subcontractor'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 CONTRACTOR or subcontractor to a subcontractor, CONTRACTOR or subcontractor may withhold no more than one hundred fifty percent (150%) 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 subcontractor, of two percent (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 subcontractors.

G. Prompt Payment of Withheld Funds to subcontractors

The COUNTY may hold retainage from CONTRACTOR and shall make prompt and regular incremental acceptances of portions, as determined by the COUNTY, of the contract work, and pay retainage to CONTRACTOR based on these acceptances. The COUNTY shall designate one of the methods below in the contract to ensure prompt and full payment of any retainage kept by CONTRACTOR or subcontractor to a subcontractor. (Choose either Method 1, Method 2, or Method 3 below and delete the other two (2).)

Method 1: No retainage will be held by the COUNTY from progress payments due to CONTRACTOR. CONTRACTORS and subcontractors are prohibited from holding retainage from subcontractors. Any delay or postponement of payment may take place only for good cause and with the COUNTY's prior written approval. Any violation of these provisions shall subject the violating CONTRACTOR or subcontractor to the penalties, sanctions, and other 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 CONTRACTOR or subcontractor in the event of a dispute involving late payment or nonpayment by CONTRACTOR, deficient subcontractor performance and/or noncompliance by a subcontractor. This clause applies to both DBE and non-DBE subcontractors.

Method 2: No retainage will be held by the COUNTY from progress payments due to CONTRACTOR. Any retainage kept by CONTRACTOR or by a subcontractor must be paid in full to the earning subcontractor within fifteen (15) days after the subcontractor's work is satisfactorily completed. Any delay or postponement of payment may take place only for good cause and with the COUNTY's prior written approval. Any violation of these provisions shall subject the violating CONTRACTOR or subcontractor 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 CONTRACTOR or subcontractor in the event of a dispute involving late payment or nonpayment by CONTRACTOR, deficient subcontractor performance and/or noncompliance by a subcontractor. This clause applies to both DBE and non-DBE subcontractors.

Method 3: The COUNTY shall hold retainage from CONTRACTOR and shall make prompt and regular incremental acceptances of portions, as determined by the COUNTY of the contract work and pay retainage to CONTRACTOR based on these acceptances. CONTRACTOR or subcontractor shall return all monies withheld in retention from all subcontractors within fifteen (15) days after receiving payment for work satisfactorily completed and accepted including incremental acceptances of portions of the contract work by the COUNTY. Any delay or postponement of payment may take place only for good cause and with the COUNTY's prior written approval. Any violation of these provisions shall subject the violating CONTRACTOR or subcontractor to the penalties, sanctions, and other 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 CONTRACTOR or subcontractor in the event of a dispute involving late payment or nonpayment by CONTRACTOR; deficient subcontractor performance

and/or noncompliance by a subcontractor. This clause applies to both DBE and non-DBE subcontractors.

Any violation of these provisions shall subject the violating CONTRACTOR or subcontractor 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 CONTRACTOR or subcontractor in the event of a dispute involving late payment or nonpayment by CONTRACTOR, deficient subcontract performance, or noncompliance by a subcontractor.

Article XI Equipment Purchase and Other Capital Expenditures

- A. Prior authorization in writing, by COUNTY's Contract Administrator shall be required before CONTRACTOR enters into any unbudgeted purchase order, or subcontract exceeding five thousand dollars (\$5,000) for supplies, equipment, or CONTRACTOR services. CONTRACTOR 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 CONTRACTOR's approved Cost Proposal and exceeding five thousand dollars (\$5,000) with prior authorization by COUNTY'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. CONTRACTOR 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, COUNTY shall receive a proper refund or credit at the conclusion of the AGREEMENT, or if the AGREEMENT is terminated, CONTRACTOR may either keep the equipment and credit COUNTY 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 COUNTY procedures; and credit COUNTY in an amount equal to the sales price. If CONTRACTOR elects to keep the equipment, fair market value shall be determined at CONTRACTOR's expense, on the basis of a competent independent appraisal of such equipment. Appraisals shall be obtained from an appraiser mutually agreeable to by COUNTY and CONTRACTOR, if it is determined to sell the equipment, the terms and conditions of such sale must be approved in advance by COUNTY.
 - 2. Regulation 2 CFR Part 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 CONTRACTOR or subcontractor 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 CONTRACTOR 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 COUNTY construction sites, at COUNTY facilities and at off-site locations that are set up by the construction contractor or one of its subcontractors solely and specifically to serve COUNTY 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 CONTRACTOR and subcontractor 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 CONTRACTOR or subcontractor 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 CONTRACTOR under penalty of perjury. The payroll records and all supporting documents shall be made available for inspection and copying by COUNTY representatives at all reasonable hours at the principal office of the CONTRACTOR. The CONTRACTOR 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 COUNTY, the Division of Labor Standards Enforcement and the Division of Apprenticeship Standards of the Department of Industrial Relations. Certified payrolls submitted to COUNTY, the Division of Labor Standards Enforcement and the Division of Apprenticeship Standards shall not be altered or obliterated by the CONTRACTOR.
 - c. The public shall not be given access to certified payroll records by the CONTRACTOR. The CONTRACTOR is required to forward any requests for certified payrolls to the COUNTY Contract Administrator by both email and regular mail on

the business day following receipt of the request.

3. Each CONTRACTOR 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 COUNTY 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 CONTRACTOR or subcontractor performing the work shall not be marked or obliterated.
 5. The CONTRACTOR shall inform COUNTY 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 CONTRACTOR or subcontractor 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 CONTRACTOR or subcontractor fails to comply within the ten (10) day period, he or she shall, as a penalty to COUNTY, 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 COUNTY from payments then due. CONTRACTOR is not subject to a penalty assessment pursuant to this section due to the failure of a subcontractor to comply with this section.
- E. When prevailing wage rates apply, the CONTRACTOR is responsible for verifying compliance with certified payroll requirements. Invoice payment will not be made until the invoice is approved by the COUNTY Contract Administrator.

F. Penalty

1. The CONTRACTOR and any of its subcontractor shall comply with Labor Code §1774 and §1775. Pursuant to Labor Code §1775, the CONTRACTOR and any Subcontractor shall forfeit to the COUNTY 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 contract by the CONTRACTOR or by its subcontractor 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 CONTRACTOR or subcontractor in failing to pay the correct rate of prevailing wages, or the previous record of the CONTRACTOR or subcontractor in meeting their respective prevailing wage obligations, or the willful failure by the CONTRACTOR or subcontractor 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 CONTRACTOR or subcontractor had knowledge of the obligations under the Labor Code. The CONTRACTOR 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 CONTRACTOR or subcontractor.
4. If a worker employed by a subcontractor on a public works project is not paid the general prevailing per diem wages by the subcontractor, the prime CONTRACTOR of the project is not liable for the penalties described above unless the prime CONTRACTOR had knowledge of that failure of the subcontractor to pay the specified prevailing rate of wages to those workers or unless the prime CONTRACTOR fails to comply with all of the following requirements:
 - a. The AGREEMENT executed between the CONTRACTOR and the subcontractor 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 CONTRACTOR shall monitor the payment of the specified general prevailing rate of per diem wages by the subcontractor to the employees by periodic review of the certified payroll records of the subcontractor.
 - c. Upon becoming aware of the subcontractor's failure to pay the specified prevailing rate of wages to the subcontractor's workers, the CONTRACTOR shall diligently take corrective action to halt or rectify the failure, including but not limited to, retaining sufficient funds due the subcontractor for work performed on the public works project.
 - d. Prior to making final payment to the subcontractor for work performed on the public works project, the CONTRACTOR shall obtain an affidavit signed under penalty of perjury from the Subcontractor that the subcontractor had paid the specified general prevailing rate of per diem wages to the subcontractor's employees on the public works project and any amounts due pursuant to Labor Code §1813.
5. Pursuant to Labor Code §1775, COUNTY shall notify the CONTRACTOR on a public works project within fifteen (15) calendar days of receipt of a complaint that a subcontractor has failed to pay workers the general prevailing rate of per diem wages.
6. If COUNTY determines that employees of a subcontractor were not paid the general prevailing rate of per diem wages and if COUNTY 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 CONTRACTOR shall withhold an amount of moneys due the subcontractor sufficient to pay those employees the general prevailing rate of per diem wages if requested by COUNTY.

G. Hours of Labor

Eight (8) hours labor constitutes a legal day's work. The CONTRACTOR shall forfeit, as a penalty to the COUNTY, twenty-five dollars (\$25) for each worker employed in the execution of the AGREEMENT by the CONTRACTOR or any of its subcontractors 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 subcontract exceeds thirty thousand dollars (\$30,000), the CONTRACTOR and any subcontractors 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. CONTRACTORS and subcontractors 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, CONTRACTOR and subcontractors 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 CONTRACTOR is responsible for all subcontractors' 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 CONTRACTOR shall disclose any financial, business, or other relationship with COUNTY that may have an impact upon the outcome of this AGREEMENT, or any ensuing COUNTY construction project. The CONTRACTOR shall also list current clients who may have a financial interest in the outcome of this AGREEMENT, or any ensuing COUNTY construction project, which will follow.
- B. CONTRACTOR certifies that it has disclosed to COUNTY any actual, apparent, or potential conflicts of interest that may exist relative to the services to be provided pursuant to this AGREEMENT. CONTRACTOR agrees to advise COUNTY of any actual, apparent or potential conflicts of interest that may develop subsequent to the date of execution of this AGREEMENT.

CONTRACTOR further agrees to complete any statements of economic interest if required by either COUNTY ordinance or State law.

- C. The CONTRACTOR 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. CONTRACTOR hereby certifies that the CONTRACTOR or subcontractor, and any firm affiliated with CONTRACTOR or subcontractor that bids on any construction contract, or on any AGREEMENT to provide construction inspection for any construction project resulting from this AGREEMENT. An affiliated firm is one, which is subject to the control of the same persons through joint ownership, 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 CONTRACTOR warrants that this AGREEMENT was not obtained or secured through rebates

kickbacks or other unlawful consideration, either promised or paid to any COUNTY employee. For breach or violation of this warranty, COUNTY 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 County, State, or Federal Funds for Lobbying

(Include this article in all AGREEMENTS where federal funding will exceed \$150,000. If less than \$150,000 in federal funds will be expended on the AGREEMENT; delete this article and re-number subsequent articles.)

A. CONTRACTOR certifies to the best of his or her knowledge and belief that:

1. No State, Federal, or County appropriated funds have been paid or will be paid, by-or-on behalf of CONTRACTOR, 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 CONTRACTOR 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 CONTRACTOR also agrees by signing this document that he or she shall require that the language of this certification be included in all lower-tier sub agreements, 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 CONTRACTOR's signature affixed herein and dated shall constitute a certification under penalty of perjury under the laws of the State of California that the CONTRACTOR has, unless exempt, complied with, the nondiscrimination program requirements of Government Code § 12990 and 2 CCR §8103.

B. During the performance of this AGREEMENT, Contractor and its subcontractors 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. Contractor and subcontractors shall insure that the evaluation and treatment of their employees and applicants for employment are free from such discrimination and harassment.

- C. Contractor and subcontractors 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 COUNTY to implement such article. The applicable regulations of the Fair Employment and Housing Commission implementing Government 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. CONTRACTOR shall permit access by representatives of the Department of Fair Employment and Housing and the COUNTY 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 COUNTY shall require to ascertain compliance with this clause.
- E. CONTRACTOR and its subcontractors shall give written notice of their obligations under this clause to labor organizations with which they have a collective bargaining or other Agreement.
- F. CONTRACTOR shall include the nondiscrimination and compliance provisions of this clause in all subcontracts to perform work under this AGREEMENT.
- G. The CONTRACTOR, 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 CONTRACTOR shall comply with regulations relative to non-discrimination in federally-assisted programs of the United States Department of Transportation (49 CFR Part 21 - Effectuation of Title VI of the Civil Rights Act of 1964). Specifically, the CONTRACTOR 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 subcontractors.
- I. CONTRACTOR, subrecipient or subcontractor 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 COUNTY components of the DBE Program Plan, CONTRACTOR, subrecipient or subcontractor 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 CONTRACTOR's signature affixed herein shall constitute a certification under penalty of perjury under the laws of the State of California, that the CONTRACTOR 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 COUNTY. 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 List System (<https://sam.gov/content/home>) maintained by the United States General Services Administration are to be determined by FHWA.

Article XVIII Disadvantaged Business Enterprises (DBE) Participation

A. CONTRACTOR, subrecipient (COUNTY), or subcontractor 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 COUNTY shows a contract goal for DBEs. CONTRACTOR shall make work available to DBEs and select work parts consistent with available DBE subcontractors and suppliers.

CONTRACTOR 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 CONTRACTOR's responsibility to verify at the date of proposal opening that the DBE firm is certified as 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 Agreement. Additionally, the CONTRACTOR 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 CONTRACTOR purchases from DBEs counts towards the goal in the following manner:

- One hundred percent (100 %) counts if the materials or supplies are obtained from a DBE manufacturer.

- Sixty percent (60%) 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. 49CFR26.55 defines "manufacturer" and "regular dealer."

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

- B. The goal for DBE participation for this AGREEMENT is _____%. Participation by DBE contractor or subcontractors shall be in accordance with information contained in Exhibit 10-02: Consultant Contract DBE Commitment attached hereto and incorporated as part of the AGREEMENT. If a DBE subcontractor is unable to perform, CONTRACTOR must make a good faith effort to replace him/her with another DBE subcontractor, if the goal is not otherwise met.
- C. CONTRACTOR 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 CONTRACTOR 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 CONTRACTOR has not met the DBE goal, complete and submit Exhibit 15-H: DBE Information – Good Faith Efforts to document efforts to meet the goal. Refer to 49 CFR Part 26 for guidance regarding evaluation of good faith efforts to meet the DBE goal.
- D. Contract Assurance Under 49 CFR 26.13(b)
 CONTRACTOR, subrecipient or subcontractor shall not discriminate on the basis of race, color, national origin, or sex in the performance of this AGREEMENT. CONTRACTOR shall carry out applicable requirements of 49 CFR 26 in the award and administration of federal-aid contracts.

Failure by the CONTRACTOR 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 the CONTRACTOR from future proposing as non-responsible

- E. Termination and Replacement of DBE Subcontractors
 CONTRACTOR shall utilize the specific DBEs listed to perform the work and supply the materials for which each is listed unless CONTRACTOR or DBE Subcontractor obtains the COUNTY's written consent. CONTRACTOR 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 COUNTY. Unless the COUNTY's consent is provided, the CONTRACTOR 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 COUNTY:

1. Listed DBE fails or refuses to execute a written contract based on plans and specifications for the project.
2. The COUNTY stipulated that a bond is a condition of executing the subcontract and the listed DBE fails to meet the COUNTY's bond requirements.
3. Work requires a contractor'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 AGREEMENT.
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 AGREEMENT.
11. The COUNTY determines other documented good cause.

CONTRACTOR 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 CONTRACTOR'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 COUNTY. The written notice to the DBE must request they provide any response within five (5) business days to both the CONTRACTOR and the COUNTY 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, CONTRACTOR may move forward with the request as if the DBE had agreed to CONTRACTOR's written notice.
3. Submit CONTRACTOR's DBE termination request by written letter to the COUNTY and include:
 - One or more above listed justifiable reasons along with supporting documentation.
 - CONTRACTOR's written notice to the DBE regarding the request, including proof of transmission and tracking documentation of CONTRACTOR's written notice.

- The DBE's response to CONTRACTOR's written notice, if received. If a written response was not provided, provide a statement to that effect.

The COUNTY shall respond in writing to CONTRACTOR's DBE termination request within five (5) business days.

Replacement of DBE Subcontractors

After receiving the COUNTY'S written authorization of DBE termination request, CONTRACTOR must obtain the COUNTY'S written agreement for DBE replacement. CONTRACTOR 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 COUNTY 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 CONTRACTOR has not identified a DBE replacement firm, submits documentation of CONTRACTOR's GFEs to use DBE replacement firms within seven (7) days of COUNTY's authorization to terminate the DBE. CONTRACTOR may request the COUNTY'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 CONTRACTOR 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 COUNTY may contact the firms to verify solicitation efforts and determine if the DBE quotes are substantially higher
 - Additional documentation that supports CONTRACTOR's GFE

The COUNTY shall respond in writing to CONTRACTOR's DBE replacement request within five (5) business days.

F. Commitment and Utilization

The COUNTY's DBE program must include a monitoring and enforcement mechanism to ensure that DBE commitments reconcile to DBE utilization. The COUNTY shall request CONTRACTOR to:

1. Notify the COUNTY'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 First-Tier subcontractor
 - Name and business address of each DBE subcontractor, 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 CONTRACTOR is a DBE CONTRACTOR, 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 CONTRACTOR in writing of the decertification date. If a business becomes a certified DBE before completing its work, the business must notify CONTRACTOR in writing of the certification date. CONTRACTOR shall submit the notifications to the COUNTY. On work completion, CONTRACTOR shall complete a Disadvantaged Business Enterprises (DBE) Certification Status Change, Exhibit 17-O, form and submit the form to the COUNTY within thirty (30) days of contract acceptance.

Upon work completion, CONTRACTOR shall complete Exhibit 17-F Final Report – Utilization of Disadvantaged Business Enterprises (DBE), First-Tier Subcontractors and submit it to the COUNTY within ninety (90) days of AGREEMENT acceptance. The COUNTY will withhold ten thousand dollars (\$10,000) until the form is submitted. The COUNTY will release the withhold upon submission of the completed form.

In the COUNTY's reports of DBE participation to Caltrans, the COUNTY 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.

CONTRACTOR 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.

CONTRACTOR must provide written notification to the COUNTY at least 15 days in advance of each DBE's initial performance of work or supplying materials for the AGREEMENT. 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 AGREEMENT, CONTRACTOR 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

CONTRACTOR must monitor all DBE's performance of CUF by conducting quarterly evaluations and validations throughout their duration of work on the AGREEMENT t using the LAPM 9-J: DBE Commercially Useful Function Evaluation. CONTRACTOR must submit to the COUNTY these quarterly evaluations and validations by the 5th of the month for the previous three months of work.

CONTRACTOR must notify the COUNTY immediately if they believe the DBE may not be performing a CUF.

The COUNTY 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 COUNTY evaluations. The COUNTY must evaluate DBEs and their CUF performance throughout the duration of the AGREEMENT. The COUNTY will provide written notice to the CONTRACTOR and the DBE at least two (2) business days prior to any evaluation. The CONTRACTOR and the DBE must participate in the evaluation. Upon completing the evaluation, the COUNTY must share the evaluation results with the CONTRACTOR and the DBE. An evaluation could include items that must be remedied upon receipt. If the COUNTY determines the DBE is not performing a CUF, the CONTRACTOR must suspend performance of the noncompliant work.

CONTRACTOR and DBEs must submit any additional CUF related records and documents within five (5) business days of COUNTY'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 CONTRACTOR and/or the COUNTY determine that a listed DBE is not performing a CUF in performance of their DBE committed work, CONTRACTOR must immediately suspend performance of the noncompliant portion of the work. COUNTY may deny payment for the noncompliant portion of the work. COUNTY will ask the CONTRACTOR to submit a Corrective Action Plan (CAP) to the COUNTY within five (5) days of the noncompliant CUF determination. The CAP must identify how the CONTRACTOR will correct the noncompliance findings for the remaining portion of the DBE's work. COUNTY has five (5) days to review the CAP in conjunction with the CONTRACTOR's review. The CONTRACTOR must implement the CAP within five (5) days

of the COUNTY's approval. The COUNTY 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 AGREEMENT, CONTRACTOR 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. CONTRACTOR 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 contractors 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 subcontractor is decertified during the life of the AGREEMENT, the decertified subcontractor shall notify CONTRACTOR in writing with the date of decertification. If a subcontractor becomes a certified DBE during the life of the AGREEMENT, the subcontractor shall notify CONTRACTOR in writing with the date of certification. Any changes should be reported to COUNTY'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 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 CONTRACTOR must now submit Exhibit 9-P to the COUNTY administering the contract. If the CONTRACTOR does not make any payments to subcontractors, 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

(Choose either Option 1 or Option 2)

- (Option 1 – For AGREEMENT with a scope of services that may require the CONTRACTOR or subcontractor to work within the operating state or County Highway Right of Way; where there would be exposure to public traffic or construction operations.)

-
- A. Prior to commencement of the work described herein, CONTRACTOR shall furnish COUNTY a Certificate of Insurance stating that there is general comprehensive liability insurance presently in effect for CONTRACTOR 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 COUNTY.
 2. That COUNTY, its officers, agents, employees, and servants are included as additional insureds, but only insofar as the operations under this AGREEMENT are concerned.
 3. That COUNTY will not be responsible for any premiums or assessments on the policy.
- C. CONTRACTOR 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, CONTRACTOR 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 COUNTY. In the event CONTRACTOR fails to keep in effect at all times insurance coverage as herein provided, COUNTY may, in addition to any other remedies it may have, terminate this AGREEMENT upon occurrence of such event.

(Option 2 – For AGREEMENTS with a scope of services that will not require the Contractor or subcontractor to work within the operating State or County Highway Right of Way where there would be exposure to public traffic or construction Contractor operations.)
 CONTRACTOR is not required to show evidence of general comprehensive liability insurance.

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 AGREEMENTS were executed after that determination was made.
- B. This AGREEMENT is valid and enforceable only if sufficient funds are made available to COUNTY 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 COUNTY 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. COUNTY 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. CONTRACTOR shall only commence work covered by an amendment after the amendment is

executed and notification to proceed has been provided by COUNTY's Contract Administrator.

- C. There shall be no change in CONTRACTOR'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 COUNTY's Contract Administrator.

Article XXI Contingent Fee

CONTRACTOR 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 CONTRACTOR for the purpose of securing business. For breach or violation of this warranty, COUNTY 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 XXII 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.

(Choose either Option 1 or Option 2)

(Option 1- Use paragraphs A through C below for all AGREEMENTs without PS&E submittal)

- A. Any dispute, other than audit, concerning a question of fact arising under this AGREEMENT that is not disposed of by agreement shall be decided by a committee consisting of COUNTY's Contract Administrator and _____, who may consider written or verbal information submitted by CONTRACTOR.
- B. Not later than thirty (30) calendar days after completion of all work under the contract, CONTRACTOR may request review by COUNTY Governing Board of unresolved claims or disputes, other than audit. The request for review will be submitted in writing.
- C. Neither the pendency of a dispute, nor its consideration by the committee will excuse CONTRACTOR from full and timely performance in accordance with the terms of this AGREEMENT.

(Option 2 – Replace Paragraph B, above, with the following for AGREEMENTS requiring the submission of PS&E)

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

Article XXIV Inspection of Work

CONTRACTOR and any subcontractor shall permit COUNTY, 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. CONTRACTOR shall comply with OSHA regulations applicable to CONTRACTOR regarding necessary safety equipment or procedures. CONTRACTOR shall comply with safety instructions issued by COUNTY Safety Officer and other COUNTY representatives. CONTRACTOR 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, COUNTY has determined that such areas are within the limits of the project and are open to public traffic. CONTRACTOR shall comply with all of the requirements set forth in Divisions 11, 12, 13, 14, and 15 of the Vehicle Code. CONTRACTOR 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.

(Add the following paragraph to all AGREEMENTS which may require trenching of five (5) feet or deeper)

- D. CONTRACTOR 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 CONTRACTOR under this AGREEMENT shall become the property of COUNTY, and CONTRACTOR shall have no property right therein whatsoever. Immediately upon termination, COUNTY shall be entitled to, and CONTRACTOR shall deliver to COUNTY, 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 CONTRACTOR in performing this AGREEMENT which is not CONTRACTOR's privileged information, as defined by law, or CONTRACTOR's personnel information, along with all other property belonging exclusively to COUNTY which is in CONTRACTOR'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 COUNTY.
- 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 CONTRACTOR hereunder to be work made for hire. CONTRACTOR 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 COUNTY without restriction or limitation upon its use or dissemination by COUNTY.
- C. Nothing herein shall constitute or be construed to be any representation by CONTRACTOR that the work product is suitable in any way for any other project except the one detailed in this AGREEMENT. Any reuse by COUNTY for another project or project location shall be at COUNTY'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. COUNTY 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 County's Construction Contractor

- A. If claims are filed by COUNTY's construction contractor relating to work performed by CONTRACTOR's personnel, and additional information or assistance from CONTRACTOR's personnel is required in order to evaluate or defend against such claims; CONTRACTOR agrees to make its personnel available for consultation with COUNTY'S construction contract administration and legal staff and for testimony, if necessary, at depositions and at trial or arbitration proceedings.
- B. CONTRACTOR's personnel that COUNTY considers essential to assist in defending against construction contractor claims will be made available on reasonable notice from COUNTY. Consultation or testimony will be reimbursed at the same rates, including travel costs that are being paid for CONTRACTOR's personnel services under this AGREEMENT.
- C. Services of CONTRACTOR's personnel in connection with COUNTY'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 COUNTY's operations, which are designated confidential by COUNTY and made available to CONTRACTOR in order to carry out this AGREEMENT, shall be protected by CONTRACTOR from unauthorized use and disclosure.
- B. Permission to disclose information on one occasion, or public hearing held by COUNTY relating to the AGREEMENT, shall not authorize CONTRACTOR to further disclose such information, or disseminate the same on any other occasion.
- C. CONTRACTOR shall not comment publicly to the press or any other media regarding the contract or COUNTY's actions on the same, except to COUNTY's staff, CONTRACTOR's own personnel involved in the performance of this AGREEMENT, at public hearings or in response to questions from a Legislative committee.
- D. CONTRACTOR shall not issue any news release or public relations item of any nature, whatsoever, regarding work performed or to be performed under this contract without prior review of the contents thereof by COUNTY, and receipt of COUNTY's written permission.
- E. Any sub agreement entered into as a result of this AGREEMENT shall contain all of the provisions of this Article.

(For PS&E contracts, add paragraph F below, to paragraphs A through E above)

- F. All information related to the construction estimate is confidential and shall not be disclosed by CONTRACTOR to any entity other than COUNTY, Caltrans, and/or FHWA. All of the materials prepared or assembled by CONTRACTOR pursuant to performance of this AGREEMENT are

confidential and CONTRACTOR agrees that they shall not be made available to any individual or organization without the prior written approval of COUNTY or except by court order. If CONTRACTOR or any of its officers, employees, or subcontractors does voluntarily provide information in violation of this AGREEMENT, COUNTY has the right to reimbursement and indemnity from CONTRACTOR for any damages caused by CONTRACTOR 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 Section 10296, CONTRACTOR 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 CONTRACTOR within the immediately preceding two (2)-year period, because of CONTRACTOR's failure to comply with an order of a federal court that orders CONTRACTOR to comply with an order of the National Labor Relations Board.

Article XXX Evaluation of Contractor

CONTRACTOR's performance will be evaluated by COUNTY. A copy of the evaluation will be sent to CONTRACTOR 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 CONTRACTOR

The COUNTY shall make all project progress payments within 30 days after receipt of an undisputed and properly submitted payment request from CONTRACTOR. If COUNTY fails to pay promptly, the COUNTY shall pay interest to the CONTRACTOR, 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 COUNTY shall act in accordance with both of the following:

- (1) The COUNTY shall review each payment request as soon as feasible after receipt to verify it is a proper payment request.
- (2) The COUNTY must return any payment request deemed improper by the COUNTY to the CONTRACTOR 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 CONTRACTOR must now submit Exhibit 9-P to the COUNTY administering the AGREEMENT by the 15th of the month following the month of any payment(s). If the CONTRACTOR 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 COUNTY 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 COUNTY 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 CONTRACTOR.

ARTICLE XXXII TITLE VI ASSURANCES

APPENDICES A-E of the TITLE VI ASSURANCES

[The United States (US) Department of Transportation (DOT) Order No. 1050.2A requires all federal-aid DOT contracts between an agency and a CONTRACTOR to contain Appendices A and E of the Title VI Assurances. Include Appendices B, C, and D if applicable as shown below. In addition, the CONTRACTOR 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 AGREEMENT.

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

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 COUNTY 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 CONTRACTOR) agrees as follows:

- a. Compliance with Regulations: CONTRACTOR 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: CONTRACTOR, 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. CONTRACTOR 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 CONTRACTOR 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 CONTRACTOR of the CONTRACTOR's obligations under this Agreement and the Regulations relative to nondiscrimination on the grounds of race, color, or national origin.

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- d. Information and Reports: CONTRACTOR 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 CONTRACTOR is in the exclusive possession of another who fails or refuses to furnish this information, CONTRACTOR shall so certify to the recipient or FHWA as appropriate and shall set forth what efforts CONTRACTOR has made to obtain the information.
 - e. Sanctions for Noncompliance: In the event of CONTRACTOR'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 CONTRACTOR 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: CONTRACTOR 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.

CONTRACTOR 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 CONTRACTOR becomes involved in, or is threatened with, litigation with a sub-applicant or supplier as a result of such direction, CONTRACTOR may request the recipient enter into such litigation to protect the interests of the State, and, in addition, CONTRACTOR 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 US DOT 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 US DOT in accordance and in compliance with all requirements imposed by Title 49, Code of Federal Regulations, US DOT, Subtitle A, Office of the Secretary, Part 21, Non-discrimination in Federally-assisted programs of the US DOT 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 US DOT 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, US DOT, Subtitle A, Office of the Secretary, Part 21, Non-discrimination in Federally-assisted programs of the US DOT, 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 US DOT 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 US DOT 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 THEACTIVITY, 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 AGREEMENT, the CONTRACTOR, for itself, its assignees, and successors in interest (hereinafter referred to as the “CONTRACTOR”) agrees to comply with the following nondiscrimination 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:

CONTRACTOR: _____
_____, Project Manager

COUNTY: _____
_____, Contract Administrator

ARTICLE XXXIII AGREEMENT

The two (2) parties to this AGREEMENT, who are the before named CONTRACTOR and the COUNTY, hereby agree that this AGREEMENT constitutes the entire AGREEMENT which is made and concluded in duplicate between the two (2) 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 XXXIV SIGNATURES

COUNTY

CONTRACTOR

(Signature)

(Signature)

(Print Name and Title)

(Print Name and Title)

Date

Date

CALTRANS LOCAL ASSISTANCE PROCEDURES MANUAL FORMS

The following forms can be viewed and downloaded in fillable format at:
<https://dot.ca.gov/programs/local-assistance/forms/local-assistance-procedures-manual-forms>.

EXHIBIT 10-H1 COST PROPOSAL Page 1 of 3

COST-PLUS-FIXED FEE OR LUMP SUM OR FIRM FIXED PRICE CONTRACTS

(DESIGN, ENGINEERING AND ENVIRONMENTAL STUDIES)

Note: Mark-ups are Not Allowed Prime Consultant Subconsultant 2nd Tier Subconsultant

Consultant _____

Project No. _____ Contract No. _____ Date _____

DIRECT LABOR

Classification/Title	Name	Hours	Actual Hourly Rate	Total
(Project Manager)*	_____	_____	\$ _____	\$ _____
(Sr. Civil Engineer)	_____	_____	\$ _____	\$ _____
(Envir. Scientist)	_____	_____	\$ _____	\$ _____
(Inspector)**	_____	_____	\$ _____	\$ _____

LABOR COSTS

- a) Subtotal Direct Labor Costs \$ _____
- b) Anticipated Salary Increases (see page 2 for calculation) \$ _____
- c) **TOTAL DIRECT LABOR COSTS [(a) + (b)]** \$ _____

INDIRECT COSTS

- d) Fringe Benefits (Rate: _____%) e) Total Fringe Benefits [(c) x (d)] \$ _____
- f) Overhead (Rate: _____%) g) Overhead [(c) x (f)] \$ _____
- h) General and Administrative (Rate: _____%) i) Gen & Admin [(c) x (h)] \$ _____
- j) **TOTAL INDIRECT COSTS [(e) + (g) + (i)]** \$ _____

FIXED FEE

- k) **TOTAL FIXED FEE [(c) + (j)] x fixed fee _____%** \$ _____

l) CONSULTANT'S OTHER DIRECT COSTS (ODC) – ITEMIZE (Add additional pages if necessary)

Description of Item	Quantity	Unit	Unit Cost	Total
Mileage Costs			\$	\$
Equipment Rental and Supplies			\$	\$
Permit Fees			\$	\$
Plan Sheets			\$	\$
Test			\$	\$

- l) **TOTAL OTHER DIRECT COSTS** \$ _____

m) SUBCONSULTANTS' COSTS (Add additional pages if necessary)

- Subconsultant 1: \$ _____
- Subconsultant 2: \$ _____
- Subconsultant 3: \$ _____
- Subconsultant 4: \$ _____

- m) **TOTAL SUBCONSULTANTS' COSTS** \$ _____

- n) **TOTAL OTHER DIRECT COSTS INCLUDING SUBCONSULTANTS [(l)+(m)]** \$ _____

- TOTAL COST [(c) + (j) + (k) + (n)]** \$ _____

NOTES:

- 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.
- The cost proposal format shall not be amended. 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.
- Anticipated salary increases calculation (page 2) must accompany.

EXHIBIT 10-H1 COST PROPOSAL Page 2 of 3

COST-PLUS-FIXED FEE OR LUMP SUM OR FIRM FIXED PRICE CONTRACTS

(CALCULATIONS FOR ANTICIPATED SALARY INCREASES)

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
\$250,000.00	5000		\$50.00	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	\$50.00	+	2%	=	\$51.00	Year 2 Avg Hourly Rate
Year 2	\$51.00	+	2%	=	\$52.02	Year 3 Avg Hourly Rate
Year 3	\$52.02	+	2%	=	\$53.06	Year 4 Avg Hourly Rate
Year 4	\$53.06	+	2%	=	\$54.12	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	20.0%	*	5000	=	1000	Estimated Hours Year 1
Year 2	40.0%	*	5000	=	2000	Estimated Hours Year 2
Year 3	15.0%	*	5000	=	750	Estimated Hours Year 3
Year 4	15.0%	*	5000	=	750	Estimated Hours Year 4
Year 5	10.0%	*	5000	=	500	Estimated Hours Year 5
Total	100%		Total	=	5000	

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	\$50.00	*	1000	=	\$50,000.00	Estimated Hours Year 1
Year 2	\$51.00	*	2000	=	\$102,000.00	Estimated Hours Year 2
Year 3	\$52.02	*	750	=	\$39,015.00	Estimated Hours Year 3
Year 4	\$53.06	*	750	=	\$39,795.30	Estimated Hours Year 4
Year 5	\$54.12	*	500	=	\$27,060.80	Estimated Hours Year 5
Total Direct Labor Cost with Escalation					=	\$257,871.10
Direct Labor Subtotal before Escalation					=	\$250,000.00
Estimated total of Direct Labor Salary Increase					=	\$7,871.10

Transfer to Page 1

NOTES:

1. This is not the only way to estimate salary increases. Other methods will be accepted if they clearly indicate the % increase, the # of years of the contract, and a breakdown of the labor to be performed each year.
2. An estimation that is based on direct labor multiplied by salary increase % multiplied by the # of years is not acceptable. (i.e. \$250,000 x 2% x 5 yrs = \$25,000 is not an acceptable methodology)
3. This assumes that one year will be worked at the rate on the cost proposal before salary increases are granted.
4. Calculations for anticipated salary escalation must be provided.

EXHIBIT 10-H1 COST PROPOSAL Page 3 of 3

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: _____ Title *: _____

Signature: _____ Date of Certification (mm/dd/yyyy): _____

Email: _____ Phone Number: _____

Address: _____

*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:

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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 _____ Prime Consultant Subconsultant 2nd Tier Subconsultant

Project No. _____ Contract No. _____ Participation Amount \$ _____ Date _____

For Combined Rate	Fringe Benefit % + General & Administrative %	=	Combined ICR%
OR			
For Home Office Rate	Fringe Benefit % + General & Administrative %	=	Home Office ICR%
For Field Office Rate	Fringe Benefit % + General & Administrative %	=	Field Office ICR%

Fee	=	%
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BILLING INFORMATION

CALCULATION INFORMATION

Name/Job Title/Classification ¹	Hourly Billing Rates ²			Effective Date of Hourly Rate		Actual or Avg. Hourly Rate ⁴	% or \$ Increase	Hourly Range - for Classifications Only
	Straight ³	OT (1.5x)	OT(2x)	From	To			
John Doe – Project Manager * Civil Engineer II	\$0.00	\$0.00	\$0.00	01/01/2016	12/31/2016	\$0.00		Not Applicable
	\$0.00	\$0.00	\$0.00	01/01/2017	12/31/2017	\$0.00	0.0%	
	\$0.00	\$0.00	\$0.00	01/01/2018	12/31/2018	\$0.00	0.0%	
Sue Jones – Construction Engineer/Inspector Engineer I	\$0.00	\$0.00	\$0.00	01/01/2016	12/31/2016	\$0.00		Not Applicable
	\$0.00	\$0.00	\$0.00	01/01/2017	12/31/2017	\$0.00	0.0%	
	\$0.00	\$0.00	\$0.00	01/01/2018	12/31/2018	\$0.00	0.0%	
Buddy Black – Claims Engineer Engineer III	\$0.00	\$0.00	\$0.00	01/01/2016	12/31/2016	\$0.00		Not Applicable
	\$0.00	\$0.00	\$0.00	01/01/2017	12/31/2017	\$0.00	0.0%	
	\$0.00	\$0.00	\$0.00	01/01/2018	12/31/2018	\$0.00	0.0%	
Land Surveyor **	\$0.00	\$0.00	\$0.00	01/01/2016	12/31/2016	\$0.00		\$00 - \$00
	\$0.00	\$0.00	\$0.00	01/01/2017	12/31/2017	\$0.00	0.0%	\$00 - \$00
	\$0.00	\$0.00	\$0.00	01/01/2018	12/31/2018	\$0.00	0.0%	\$00 - \$00
Technician	\$0.00	\$0.00	\$0.00	01/01/2016	12/31/2016	\$0.00		\$00 - \$00
	\$0.00	\$0.00	\$0.00	01/01/2017	12/31/2017	\$0.00	0.0%	\$00 - \$00
	\$0.00	\$0.00	\$0.00	01/01/2018	12/31/2018	\$0.00	0.0%	\$00 - \$00

(Add pages as necessary)

Local Assistance Procedures Manual

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.

EXHIBIT 10-H2 COST PROPOSAL Page 2 of 3

SPECIFIC RATE OF COMPENSATION (USE FOR ON-CALL OR AS-NEEDED CONTRACTS)
 (CONSTRUCTION ENGINEERING AND INSPECTION CONTRACTS)

Consultant _____ Prime Consultant Subconsultant

Project No. _____ Contract No. _____ Date _____

SCHEDULE OF OTHER DIRECT COST ITEMS (Add additional pages as necessary)				
Description of Item	Quantity	Unit	Unit Cost	Total
Mileage Costs			\$	\$
Equipment Rental and Supplies			\$	\$
Permit Fees			\$	\$
Plan Sheets			\$	\$
Test			\$	\$
Vehicle			\$	\$
Subconsultant 1:				\$
Subconsultant 2:				\$
Subconsultant 3:				\$
Subconsultant 4:				\$
Subconsultant 5:				\$

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 related 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.

EXHIBIT 10-H2 COST PROPOSAL Page 3 of 3

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.

Prime Consultant or Subconsultant Certifying:

Name: _____ Title *: _____

Signature: _____ Date of Certification (mm/dd/yyyy): _____

Email: _____ Phone Number: _____

Address: _____

* 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:

EXHIBIT 10-H3 COST PROPOSAL Page 1 of 2

COST PER UNIT OF WORK CONTRACTS
(GEOTECHNICAL AND MATERIAL TESTING)

Note: Mark-ups are Not Allowed

Prime Consultant Subconsultant 2nd Tier Subconsultant

Consultant _____

Project No. _____ Contract No. _____ Date _____

Unit/Item of Work:

(Example: Log of Test Boring for Soils Report, or ADL Testing for Hazardous Waste Material Study)

Include as many Items as necessary.

DIRECT LABOR	Hours	Billing Hourly Rate (\$)	Total (\$)
Professional (Classification)*	_____	_____	_____
Sub-professional/Technical**	_____	_____	_____
EQUIPMENT 1 (with Operator)	_____	_____	_____
EQUIPMENT 2 (with Operator)	_____	_____	_____

Consultant's Other Direct Costs (ODC) – Itemize:

Description of Item	Quantity	Unit	Unit Cost	Total
ODC Example: Travel/Mileage Costs			\$	\$
ODC Example: Mobilization/De-mobilization			\$	\$
ODC Example: Supplies/Consumables			\$	\$
ODC Example: Report			\$	\$
ODC (List more ODCs as applicable)			\$	\$
Subconsultant 1:				\$
Subconsultant 2:				\$
Subconsultant 3:				\$
Subconsultant 4:				\$
Subconsultant 5:				\$

Note: Attach additional pages if necessary.

TOTAL COST PER UNIT OF WORK \$ _____

NOTES:

- 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. The cost proposal format shall not be amended.
- Hourly billing rates should include prevailing wage rates and be consistent with publicly advertised rates charged to all clients (Commercial, Private or Public).
- Mobilization/De-mobilization is based on site location and number and frequency of tests/items.
- ODC items shall be based on actual costs and supported by historical data and other documentation.
- ODC items that would be considered "tools of the trade" are not reimbursable.
- Billing Hourly Rates must be actual, allowable, and reasonable.

EXHIBIT 10-H3 COST PROPOSAL Page 2 of 2

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 Regulation 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.

Prime Consultant or Subconsultant Certifying:

Name: _____ Title*: _____

Signature: _____ Date of Certification (mm/dd/yyyy): _____

Email: _____ Phone Number: _____

Address: _____

* 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:

**EXHIBIT 10-K CONSULTANT ANNUAL CERTIFICATION OF
INDIRECT COSTS AND FINANCIAL MANAGEMENT SYSTEM**

(Note: If a Safe Harbor Indirect Cost Rate is approved, this form is not required.)

Consultant's Full Legal Name: _____

Important: Consultant means the individual or consultant providing engineering and design related services as a party of a contract with a recipient or sub-recipient of Federal assistance. Therefore, the Indirect Cost Rate(s) shall not be combined with its parent company or subsidiaries.

Indirect Cost Rate:

Combined Rate _____ % OR

Home Office Rate _____ % and Field Office Rate (if applicable) _____ %

Facilities Capital Cost of Money _____ % (if applicable)

Fiscal period * _____

* Fiscal period is annual one year applicable accounting period that the Indirect Cost Rate was developed (not the contract period). The Indirect Cost Rate is based on the consultant's one-year applicable accounting period for which financial statements are regularly prepared by the consultant.

I have reviewed the proposal to establish an Indirect Cost Rate(s) for the fiscal period as specified above and have determined to the best of my knowledge and belief that:

- All costs included in the cost proposal to establish the indirect cost rate(s) are allowable in accordance with the cost principles of the Federal Acquisition Regulation (FAR) 48, Code of Federal Regulations (CFR), Chapter 1, Part 31 (48 CFR Part 31);
- The cost proposal does not include any costs which are expressly unallowable under the cost principles of 48 CFR Part 31;
- The accounting treatment and billing of prevailing wage delta costs are consistent with our prevailing wage policy as either direct labor, indirect costs, or other direct costs on all federally-funded A&E Consultant Contracts.
- All known material transactions or events that have occurred subsequent to year-end affecting the consultant's ownership, organization, and indirect cost rates have been disclosed as of the date of this certification.

I am providing the required and applicable documents as instructed on Exhibit 10-A.

Financial Management System:

Our labor charging, job costing, and accounting systems meet the standards for financial reporting, accounting records, and internal control adequate to demonstrate that costs claimed have been incurred, appropriately accounted for, are allocable to the contract, and comply with the federal requirements as set forth in [Title 23 United States Code \(U.S.C.\) Section 112\(b\)\(2\)](#); [48 CFR Part 31.201-2\(d\)](#); [23 CFR, Chapter 1, Part 172.11\(a\)\(2\)](#); and all applicable state and federal rules and regulations.

Our financial management system has the following attributes:

- Account numbers identifying allowable direct, indirect, and unallowable cost accounts;
- Ability to accumulate and segregate allowable direct, indirect, and unallowable costs into separate cost

Consultant Annual Certification of Indirect Costs and Financial Management System

accounts;

- Ability to accumulate and segregate allowable direct costs by project, contract and type of cost;
- Internal controls to maintain integrity of financial management system;
- Ability to account and record costs consistently and to ensure costs billed are in compliance with FAR;
- Ability to ensure and demonstrate costs billed reconcile to general ledgers and job costing system; and
- Ability to ensure costs are in compliance with contract terms and federal and state requirement

Cost Reimbursements on Contracts:

I also understand that failure to comply with 48 CFR Part 16.301-3 or knowingly charge unallowable costs to Federal-Aid Highway Program (FAHP) contracts may result in possible penalties and sanctions as provided by the following:

- Sanctions and Penalties - [23 CFR Part 172.11\(c\)\(4\)](#)
- False Claims Act - [Title 31 U.S.C. Sections 3729-3733](#)
- Statements or entries generally - [Title 18 U.S.C. Section 1001](#)
- Major Fraud Act - [Title 18 U.S.C. Section 1031](#)

All A&E Contract Information:

- Total participation amount \$ _____ on all State and FAHP contracts for Architectural & Engineering services that the consultant received in the last three fiscal periods.
- The number of states in which the consultant does business is _____.
- Years of consultant's experience with 48 CFR Part 31 is _____.
- Audit history of the consultant's current and prior years (if applicable)

<input type="checkbox"/> Cognizant ICR Audit	<input type="checkbox"/> Local Gov't ICR Audit	<input type="checkbox"/> Caltrans ICR Audit
<input type="checkbox"/> CPA ICR Audit	<input type="checkbox"/> Federal Gov't ICR Audit	

I, the undersigned, certify all of the above to the best of my knowledge and belief and that I have reviewed the Indirect Cost Rate Schedule to determine that any costs which are expressly unallowable under the Federal cost principles have been removed and comply with [Title 23 U.S.C. Section 112\(b\)\(2\)](#), [48 CFR Part 31](#), [23 CFR Part 172](#), and all applicable state and federal rules and regulations. I also certify that I understand that all documentation of compliance must be retained by the consultant. I hereby acknowledge that costs that are noncompliant with the federal and state requirements are not eligible for reimbursement and must be returned to Caltrans.

Name**: _____ Title**: _____
 Signature: _____ Date of Certification (mm/dd/yyyy): _____
 Email**: _____ Phone Number**: _____

**An individual executive or financial officer of the consultant's or subconsultant's organization at a level no lower than a Vice President, a Chief Financial Officer, or equivalent, who has authority to represent the financial information used to establish the indirect cost rate.

Note: Both prime and subconsultants as parties of a contract must complete their own Exhibit 10-K forms. Caltrans will not process local agency's invoices until a complete Exhibit 10-K form is accepted and approved by Caltrans Audits and Investigations.

Distribution: 1) Original - Local Agency Project File
 2) Copy - Consultant
 3) Copy - Caltrans Audits and Investigations

Reset Form

EXHIBIT 10-01 CONSULTANT PROPOSAL DBE COMMITMENT

1. Local Agency: _____ 2. Contract DBE Goal: _____
 3. Project Description: _____
 4. Project Location: _____
 5. Consultant's Name: _____ 6. Prime Certified DBE:

7. Description of Work, Service, or Materials Supplied	8. DBE Certification Number	9. DBE Contact Information	10. DBE %
Local Agency to Complete this Section		11. TOTAL CLAIMED DBE PARTICIPATION	%
17. Local Agency Contract Number: _____ 18. Federal-Aid Project Number: _____ 19. Proposed Contract Execution Date: _____ 20. Consultant's Ranking after Evaluation: _____ Local Agency certifies that all DBE certifications are valid and information on this form is complete and accurate. _____ _____ _____	IMPORTANT: Identify all DBE firms being claimed for credit, regardless of tier. Written confirmation of each listed DBE is required. 12. Preparer's Signature _____ 13. Date _____ 14. Preparer's Name _____ 15. Phone _____ 16. Preparer's Title _____		

DISTRIBUTION: Original – Included with consultant's proposal to local agency.

ADA Notice: For individuals with sensory disabilities, this document is available in alternate formats. For information call (916) 654-6410 or TDD (916) 654-3880 or write Records and Forms Management, 1120 N Street, MS-89, Sacramento, CA 95814.

INSTRUCTIONS – CONSULTANT PROPOSAL DBE COMMITMENT**CONSULTANT SECTION**

1. **Local Agency** - Enter the name of the local or regional agency that is funding the contract.
2. **Contract DBE Goal** - Enter the contract DBE goal percentage as it appears on the project advertisement.
3. **Project Location** - Enter the project location as it appears on the project advertisement.
4. **Project Description** - Enter the project description as it appears on the project advertisement (Bridge Rehab, Seismic Rehab, Overlay, Widening, etc.).
5. **Consultant's Name** - Enter the consultant's firm name.
6. **Prime Certified DBE** - Check box if prime contractor is a certified DBE.
7. **Description of Work, Services, or Materials Supplied** - Enter description of work, services, or materials to be provided. Indicate all work to be performed by DBEs including work performed by the prime consultant's own forces, if the prime is a DBE. If 100% of the item is not to be performed or furnished by the DBE, describe the exact portion to be performed or furnished by the DBE. See LAPM Chapter 9 to determine how to count the participation of DBE firms.
8. **DBE Certification Number** - Enter the DBE's Certification Identification Number. All DBEs must be certified on the date bids are opened.
9. **DBE Contact Information** - Enter the name, address, and phone number of all DBE subcontracted consultants. Also, enter the prime consultant's name and phone number, if the prime is a DBE.
10. **DBE %** - Percent participation of work to be performed or service provided by a DBE. Include the prime consultant if the prime is a DBE. See LAPM Chapter 9 for how to count full/partial participation.
11. **Total Claimed DBE Participation %** - Enter the total DBE participation claimed. If the total % claimed is less than item "Contract DBE Goal," an adequately documented Good Faith Effort (GFE) is required (see Exhibit 15-H DBE Information - Good Faith Efforts of the LAPM).
12. **Preparer's Signature** - The person completing the DBE commitment form on behalf of the consultant's firm must sign their name.
13. **Date** - Enter the date the DBE commitment form is signed by the consultant's preparer.
14. **Preparer's Name** - Enter the name of the person preparing and signing the consultant's DBE commitment form.
15. **Phone** - Enter the area code and phone number of the person signing the consultant's DBE commitment form.
16. **Preparer's Title** - Enter the position/title of the person signing the consultant's DBE commitment form.

LOCAL AGENCY SECTION

17. **Local Agency Contract Number** - Enter the Local Agency contract number or identifier.
18. **Federal-Aid Project Number** - Enter the Federal-Aid Project Number.
19. **Proposed Contract Execution Date** - Enter the proposed contract execution date.
20. **Consultant's Ranking after Evaluation** - Enter consultant's ranking after all submittals/consultants are evaluated. Use this as a quick comparison for evaluating most qualified consultant.
21. **Local Agency Representative's Signature** - The person completing this section of the form for the Local Agency must sign their name to certify that the information in this and the Consultant Section of this form is complete and accurate.
22. **Date** - Enter the date the DBE commitment form is signed by the Local Agency Representative.
23. **Local Agency Representative's Name** - Enter the name of the Local Agency Representative certifying the consultant's DBE commitment form.
24. **Phone** - Enter the area code and phone number of the person signing the consultant's DBE commitment form.
25. **Local Agency Representative Title** - Enter the position/title of the Local Agency Representative certifying the consultant's DBE commitment form.

EXHIBIT 10-O2 CONSULTANT CONTRACT DBE COMMITMENT

1. Local Agency: _____ 2. Contract DBE Goal: _____
 3. Project Description: _____
 4. Project Location: _____
 5. Consultant's Name: _____ 6. Prime Certified DBE: 7. Total Contract Award Amount: _____
 8. Total Dollar Amount for ALL Subconsultants: _____ 9. Total Number of ALL Subconsultants: _____

10. Description of Work, Service, or Materials Supplied	11. DBE Certification Number	12. DBE Contact Information	13. DBE Dollar Amount
Local Agency to Complete this Section		14. TOTAL CLAIMED DBE PARTICIPATION	\$
20. Local Agency Contract Number: _____ 21. Federal-Aid Project Number: _____ 22. Contract Execution Date: _____ Local Agency certifies that all DBE certifications are valid and information on this form is complete and accurate.	%		
Local Agency certifies that all DBE certifications are valid and information on this form is complete and accurate.	IMPORTANT: Identify all DBE firms being claimed for credit, regardless of tier. Written confirmation of each listed DBE is required.		
_____ 23. Local Agency Representative's Signature	_____ 15. Preparer's Signature	_____ 16. Date	_____ 17. Preparer's Name _____ 18. Phone _____ 19. Preparer's Title
_____ 25. Local Agency Representative's Name	_____ 24. Date	_____ 26. Phone	
_____ 27. Local Agency Representative's Title	_____ 23. Local Agency Representative's Signature		

DISTRIBUTION: 1. Original – Local Agency
 2. Copy – Caltrans District Local Assistance Engineer (DLAE). Failure to submit to DLAE within 30 days of contract execution may result in de-obligation of federal funds on contract.

ADA Notice: For individuals with sensory disabilities, this document is available in alternate formats. For information call (916) 654-6410 or TDD (916) 654-3880 or write Records and Forms Management, 1120 N Street, MS-89, Sacramento, CA 95814.

INSTRUCTIONS – CONSULTANT CONTRACT DBE COMMITMENT**CONSULTANT SECTION**

1. **Local Agency** - Enter the name of the local or regional agency that is funding the contract.
2. **Contract DBE Goal** - Enter the contract DBE goal percentage as it appears on the project advertisement.
3. **Project Description** - Enter the project description as it appears on the project advertisement (Bridge Rehab, Seismic Rehab, Overlay, Widening, etc).
4. **Project Location** - Enter the project location as it appears on the project advertisement.
5. **Consultant's Name** - Enter the consultant's firm name.
6. **Prime Certified DBE** - Check box if prime contractor is a certified DBE.
7. **Total Contract Award Amount** - Enter the total contract award dollar amount for the prime consultant.
8. **Total Dollar Amount for ALL Subconsultants** - Enter the total dollar amount for all subcontracted consultants. SUM = (DBEs + all Non-DBEs). Do not include the prime consultant information in this count.
9. **Total number of ALL subconsultants** - Enter the total number of all subcontracted consultants. SUM = (DBEs + all Non-DBEs). Do not include the prime consultant information in this count.
10. **Description of Work, Services, or Materials Supplied** - Enter description of work, services, or materials to be provided. Indicate all work to be performed by DBEs including work performed by the prime consultant's own forces, if the prime is a DBE. If 100% of the item is not to be performed or furnished by the DBE, describe the exact portion to be performed or furnished by the DBE. See LAPM Chapter 9 to determine how to count the participation of DBE firms.
11. **DBE Certification Number** - Enter the DBE's Certification Identification Number. All DBEs must be certified on the date bids are opened.
12. **DBE Contact Information** - Enter the name, address, and phone number of all DBE subcontracted consultants. Also, enter the prime consultant's name and phone number, if the prime is a DBE.
13. **DBE Dollar Amount** - Enter the subcontracted dollar amount of the work to be performed or service to be provided. Include the prime consultant if the prime is a DBE. See LAPM Chapter 9 for how to count full/partial participation.
14. **Total Claimed DBE Participation - \$:** Enter the total dollar amounts entered in the "DBE Dollar Amount" column. **%:** Enter the total DBE participation claimed ("Total Participation Dollars Claimed" divided by item "Total Contract Award Amount"). If the total % claimed is less than item "Contract DBE Goal," an adequately documented Good Faith Effort (GFE) is required (see Exhibit 15-H DBE Information - Good Faith Efforts of the LAPM).
15. **Preparer's Signature** - The person completing the DBE commitment form on behalf of the consultant's firm must sign their name.
16. **Date** - Enter the date the DBE commitment form is signed by the consultant's preparer.
17. **Preparer's Name** - Enter the name of the person preparing and signing the consultant's DBE commitment form.
18. **Phone** - Enter the area code and phone number of the person signing the consultant's DBE commitment form.
19. **Preparer's Title** - Enter the position/title of the person signing the consultant's DBE commitment form.

LOCAL AGENCY SECTION

20. **Local Agency Contract Number** - Enter the Local Agency contract number or identifier.
21. **Federal-Aid Project Number** - Enter the Federal-Aid Project Number.
22. **Contract Execution Date** - Enter the date the contract was executed.
23. **Local Agency Representative's Signature** - The person completing this section of the form for the Local Agency must sign their name to certify that the information in this and the Consultant Section of this form is complete and accurate.
24. **Date** - Enter the date the DBE commitment form is signed by the Local Agency Representative.
25. **Local Agency Representative's Name** - Enter the name of the Local Agency Representative certifying the consultant's DBE commitment form.
26. **Phone** - Enter the area code and phone number of the person signing the consultant's DBE commitment form.
27. **Local Agency Representative Title** - Enter the position/title of the Local Agency Representative certifying the consultant's DBE commitment form.

EXHIBIT 10-Q DISCLOSURE OF LOBBYING ACTIVITIES

COMPLETE THIS FORM TO DISCLOSE LOBBYING ACTIVITIES PURSUANT TO 31 U.S.C. 1352

<p>1. Type of Federal Action:</p> <p><input type="checkbox"/> a. contract <input type="checkbox"/> b. grant <input type="checkbox"/> c. cooperative agreement <input type="checkbox"/> d. loan <input type="checkbox"/> e. loan guarantee <input type="checkbox"/> f. loan insurance</p>	<p>2. Status of Federal Action:</p> <p><input type="checkbox"/> a. bid/offer/application <input type="checkbox"/> b. initial award <input type="checkbox"/> c. post-award</p>	<p>3. Report Type:</p> <p><input type="checkbox"/> a. initial <input type="checkbox"/> b. material change</p> <p>For Material Change Only: year _____ quarter _____ date of last report _____</p>
<p>4. Name and Address of Reporting Entity</p> <p><input type="checkbox"/> Prime <input type="checkbox"/> Subawardee Tier _____, if known</p> <p>Congressional District, if known _____</p>	<p>5. If Reporting Entity in No. 4 is Subawardee, Enter Name and Address of Prime:</p> <p>Congressional District, if known _____</p>	
<p>6. Federal Department/Agency:</p>	<p>7. Federal Program Name/Description:</p> <p>CFDA Number, if applicable _____</p>	
<p>8. Federal Action Number, if known:</p>	<p>9. Award Amount, if known:</p>	
<p>10. Name and Address of Lobby Entity (If individual, last name, first name, MI)</p> <p style="text-align: center;">(attach Continuation Sheet(s) if necessary)</p>	<p>11. Individuals Performing Services (including address if different from No. 10) (last name, first name, MI)</p> <p style="text-align: center;">(attach Continuation Sheet(s) if necessary)</p>	
<p>12. Amount of Payment (check all that apply)</p> <p>\$ _____ <input type="checkbox"/> actual <input type="checkbox"/> planned</p>	<p>14. Type of Payment (check all that apply)</p> <p><input type="checkbox"/> a. retainer <input type="checkbox"/> b. one-time fee <input type="checkbox"/> c. commission <input type="checkbox"/> d. contingent fee <input type="checkbox"/> e. deferred <input type="checkbox"/> f. other, specify _____</p>	
<p>13. Form of Payment (check all that apply):</p> <p><input type="checkbox"/> a. cash <input type="checkbox"/> b. in-kind; specify: nature _____ Value _____</p>		
<p>15. Brief Description of Services Performed or to be performed and Date(s) of Service, including officer(s), employee(s), or member(s) contacted, for Payment Indicated in Item 12:</p> <p style="text-align: center;">(attach Continuation Sheet(s) if necessary)</p>		
<p>16. Continuation Sheet(s) attached: Yes <input type="checkbox"/> No <input type="checkbox"/></p>		
<p>17. Information requested through this form is authorized by Title 31 U.S.C. Section 1352. This disclosure of lobbying reliance was placed by the tier above when his transaction was made or entered into. This disclosure is required pursuant to 31 U.S.C. 1352. This information will be reported to Congress semiannually and will be available for public inspection. Any person who fails to file the required disclosure shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.</p>		
		<p>Signature: _____ Print Name: _____ Title: _____ Telephone No.: _____ Date: _____</p>
<p>Federal Use Only:</p>		<p>Authorized for Local Reproduction Standard Form - LLL</p>

Standard Form LLL Rev. 04-28-06

Distribution: Orig- Local Agency Project Files

INSTRUCTIONS FOR COMPLETING EXHIBIT 10-Q DISCLOSURE OF LOBBYING ACTIVITIES

This disclosure form shall be completed by the reporting entity, whether subawardee or prime federal recipient at the initiation or receipt of covered federal action or a material change to previous filing pursuant to title 31 U.S.C. Section 1352. The filing of a form is required for such payment or agreement to make payment to lobbying entity 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 a covered federal action. Attach a continuation sheet for additional information if the space on the form is inadequate. Complete all items that apply for both the initial filing and material change report. Refer to the implementing guidance published by the Office of Management and Budget for additional information.

1. Identify the type of covered federal action for which lobbying activity is or has been secured to influence, the outcome of a covered federal action.
2. Identify the status of the covered federal action.
3. Identify the appropriate classification of this report. If this is a follow-up report caused by a material change to the information previously reported, enter the year and quarter in which the change occurred. Enter the date of the last, previously submitted report by this reporting entity for this covered federal action.
4. Enter the full name, address, city, state, and zip code of the reporting entity. Include Congressional District if known. Check the appropriate classification of the reporting entity that designates if it is or expects to be a prime or subaward recipient. Identify the tier of the subawardee, e.g., the first subawardee of the prime is the first tier. Subawards include but are not limited to: subcontracts, subgrants, and contract awards under grants.
5. If the organization filing the report in Item 4 checks "Subawardee" then enter the full name, address, city, state, and zip code of the prime federal recipient. Include Congressional District, if known.
6. Enter the name of the federal agency making the award or loan commitment. Include at least one organization level below agency name, if known. For example, Department of Transportation, United States Coast Guard.
7. Enter the federal program name or description for the covered federal action (item 1). If known, enter the full Catalog of Federal Domestic Assistance (CFDA) number for grants, cooperative agreements, loans and loan commitments.
8. Enter the most appropriate federal identifying number available for the federal action identification in item 1 (e.g., Request for Proposal (RFP) number, Invitation for Bid (IFB) number, grant announcement number, the contract grant, or loan award number, the application/proposal control number assigned by the federal agency). Include prefixes, e.g., "RFP-DE-90-001."
9. For a covered federal action where there has been an award or loan commitment by the Federal agency, enter the federal amount of the award/loan commitments for the prime entity identified in item 4 or 5.
10. Enter the full name, address, city, state, and zip code of the lobbying entity engaged by the reporting entity identified in Item 4 to influence the covered federal action.
11. Enter the full names of the individual(s) performing services and include full address if different from 10 (a). Enter Last Name, First Name and Middle Initial (MI).
12. Enter the amount of compensation paid or reasonably expected to be paid by the reporting entity (Item 4) to the lobbying entity (Item 10). Indicate whether the payment has been made (actual) or will be made (planned). Check all boxes that apply. If this is a material change report, enter the cumulative amount of payment made or planned to be made.
13. Check all boxes that apply. If payment is made through an in-kind contribution, specify the nature and value of the in-kind payment.
14. Check all boxes that apply. If other, specify nature.
15. Provide a specific and detailed description of the services that the lobbyist has performed or will be expected to perform and the date(s) of any services rendered. Include all preparatory and related activity not just time spent in actual contact with federal officials. Identify the federal officer(s) or employee(s) contacted or the officer(s) employee(s) or Member(s) of Congress that were contacted.
16. Check whether or not a continuation sheet(s) is attached.
17. The certifying official shall sign and date the form, and print his/her name title and telephone number.

Public reporting burden for this collection of information is estimated to average 30-minutes per response, including time for reviewing instruction, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding the burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden, to the Office of Management and Budget, Paperwork Reduction Project (0348-0046), Washington, D.C. 20503. SF-LLL-Instructions Rev. 06-04

**LOCAL ASSISTANCE PROCEDURES MANUAL
EXHIBIT 15-H: PROPOSER/CONTRACTOR GOOD FAITH EFFORTS**

Cost Proposal Due Date _____ PE/CE
Federal-aid Project No(s). _____ Bid Opening Date _____ CON

The County of Monterey established a Disadvantaged Business Enterprise (DBE) goal of _____% for this contract. The information provided herein shows the required good faith efforts to meet or exceed the DBE contract goal.

Proposers or bidders submit the following information to document their good faith efforts within five (5) calendar days from cost proposal due date or bid opening. Proposers and bidders are recommended to submit the following information even in the Exhibit 10-O1: Consultant Proposal DBE Commitments or Exhibit 15-G: Construction Contract DBE Commitment indicate that the proposer or bidder has met the DBE goal. This form protects the proposer’s or bidder’s eligibility for award of the contract if the administering agency determines that the bidder failed to meet the goal for various reasons, e.g., a DBE firm was not certified at bid opening, or the bidder made a mathematical error.

The following items are listed in the Section entitled “Submission of DBE Commitment” of the Special Provisions, **please attach additional sheets as needed:**

- A. The names and dates of each publication in which a request for DBE participation for this project was placed by the bidder (please attach copies of advertisements or proofs of publication):

Publications	Dates of Advertisement

- B. The names and dates of written notices sent to certified DBEs soliciting bids for this project and the dates and methods used for following up initial solicitations to determine with certainty whether the DBEs were interested (please attach copies of solicitations, telephone records, fax confirmations, etc.):

Names of DBEs Solicited	Date of Initial Solicitation	Follow Up Methods and Dates

C. The items of work made available to DBE firms including those unbundled contract work items into economically feasible units to facilitate DBE participation. It is the bidder's responsibility to demonstrate that sufficient work to facilitate DBE participation in order to meet or exceed the DBE contract goal.

Items of Work	Proposer or Bidder Normally Performs Item (Y/N)	Breakdown of Items	Amount (\$)	Percentage of Contract

D. The names, addresses and phone numbers of rejected DBE firms, the reasons for the bidder's rejection of the DBEs, the firms selected for that work (please attach copies of quotes from the firms involved), and the price difference for each DBE if the selected firm is not a DBE:

Names, addresses and phone numbers of rejected DBEs and the reasons for the bidder's rejection of the DBEs:

Names, addresses and phone numbers of firms selected for the work above:

E. Efforts (e.g. in advertisements and solicitations) made to assist interested DBEs in obtaining information related to the plans, specifications and requirements for the work which was provided to DBEs:

F. Efforts (e.g. in advertisements and solicitations) made to assist interested DBEs in obtaining bonding, lines of credit or insurance, necessary equipment, supplies, materials, or related assistance or services, excluding supplies and equipment the DBE subcontractor purchases or leases from the prime contractor or its affiliate:

Attachment F



County of Monterey
PUBLIC WORKS, FACILITIES AND PARKS
Randell Ishii, MS, PE, TE, PTOE, Director

1441 Schilling Place, 2nd Floor
Salinas, CA 93901
O: 831 755 4800
F: 831 755 4958

DATE: June 6, 2025

TO: All Contractors submitting Qualifications Packages for Request for Qualifications (RFQ) #10914 for On-Call Construction Management Services for Various Construction Projects located in the County of Monterey County, California

ADDENDUM NO. 1

This addendum to **RFQ #10914 for On-Call Construction Management Services for Various Construction Projects located in the County of Monterey County, California** consists of the following:

- Preliminary questions and written responses
- The signed acknowledgement page of Addendum No. 1 must be signed and submitted with your Qualifications Package.
- Qualifications Packages received without the signed acknowledgement page, will be considered nonresponsive.

RECEIPT OF ADDENDUM NO. 1 TO RFQ #10914 IS HEREBY ACKNOWLEDGED

Authorized Company Representative Signature

Company Name

Printed Name and Title

Date



This Addendum No. 1 consists of the following: **preliminary questions/written responses for RFQ #10914 for On-Call Construction Management Services for Various Construction Projects located in the County of Monterey County, California.**

Question No.	Question	County of Monterey Response
1.	There is no DBE requirement listed in the RFQ...is that correct?	<i>That is correct. There is no DBE requirement listed in the RFQ.</i>
2.	The County's Capital Improvement Plan includes roadway, drainage, and vertical construction projects. Will this RFP #10914, encompass vertical construction projects as well? If so, would it be acceptable to submit our relevant experience with vertical construction projects in lieu of the experience requirements outlined in Sections 7.2 and 7.3, which pertain specifically to roadway and drainage projects?	<i>This RFQ is for on-call construction management services for various construction projects located in the County of Monterey. Contractor may provide additional information that Contractor believes to be applicable and include such information in the Appendix section of Contractor's Qualifications Package.</i>
3.	Is there a Disadvantaged Business Enterprise (DBE) goal that needs to be met for the overall contract, or will DBE goals be established for each individual project under the contract?	<i>There is no DBE goal that needs to be met for the overall contract. DBE goals will be determined per separate projects/task orders issued from the on-call contract. It is unknown at the moment how many projects/task orders will have a DBE goal, but it is anticipated that the majority of the projects/task orders will not have a DBE goal.</i>
4.	Is the County looking for the consultant to provide SWPPP services? And will the consultant need to provide a QSD and/or QSP?	<i>County expects Contractor to have background knowledge regarding stormwater. Being certified as a QSD and/or QSP is a plus.</i>

~ END ADDENDUM NO. 1 ~