

Attachment A

**AMENDMENT NO. 1
TO PROFESSIONAL SERVICES AGREEMENT
BETWEEN COUNTY OF MONTEREY AND
DENISE DUFFY & ASSOCIATES, INC.**

THIS AMENDMENT NO. 1 to Professional Services Agreement No. A-15660 between the County of Monterey, a political subdivision of the State of California (hereinafter, “County”) and Denise Duffy & Associates, Inc. (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 Professional Services Agreement No. A-15660 with County on January 25, 2022 (hereinafter, “Agreement”) to provide on-call environmental planning and consulting services for various local and federally funded road, bridge, building, facilities, and parks projects located within Monterey County (hereinafter, “services”), under Request for Qualifications (RFQ) #10805 through and including January 31, 2025, with the option to extend the Agreement for two (2) additional one (1) year period(s), for an amount not to exceed \$1,000,000; and

WHEREAS, provisions of the Agreement require an update; and

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

WHEREAS, the Hourly Billing Rates/Specific Rates of Compensation included in Exhibit 10-H2, Cost Proposal, of the Caltrans Local Assistance Procedures Manual (LAPM) within Exhibit A – Scope of Services/Payment Provisions of the Agreement require an update effective February 1, 2025, in accordance with Exhibit A- 1 – Updated Hourly Billing Rates, which is attached and incorporated by this reference; and

WHEREAS, the Parties agree that the CONTRACTOR’s and subcontractors hourly billing rates in Exhibit A of the Agreement remain valid through January 31, 2027; and

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

WHEREAS, the Parties wish to amend the Agreement to update provisions, to update the Hourly Billing Rates, effective February 1, 2025, to extend the term for two (2) additional years to January 31, 2027, and to increase the amount by \$1,090,000 for a total amount not to exceed \$2,090,000 to allow CONTRACTOR to continue to provide the 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, “Payments By County”, 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 \$2,090,000.

2. Amend the first sentence of Paragraph 3, “Term of Agreement”, to read as follows:

The term of this Agreement is from February 1, 2022 to January 31, 2027, unless sooner terminated pursuant to the terms of this Agreement.

3. Amend Paragraph 4, “Additional Provisions/Exhibits”, to add “Exhibit A-1 –Updated Hourly Billing Rates”, effective February 1, 2025.

4. In all places within the Agreement, any reference to the Hourly Billing Rates/Specific Rates of Compensation in Exhibit A are hereby replaced with “Exhibit A-1 – Updated Hourly Billing Rates”, effective February 1, 2025.

5. Amend Paragraph 6, “Payment Conditions” to read as follows:

6.01 Prices/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. CONTRACTOR shall not receive reimbursement for mileage or travel expenses unless set forth in this Agreement. 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. If reimbursement for travel 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 travel expenses as set forth in the applicable U.S. General Services Administration (US GSA) Per Diem Rates for the Primary Destination at the time of travel.

6. Amend Section 9.03, “Insurance Coverage Requirements”, of Paragraph 9.0, “Insurance”, 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.

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

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, 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.

8. Amend Agreement to add Section 15.18, "Independent Contractor Compliance with Government Code Section 1097.6(c)", under Paragraph 15, "Miscellaneous Provisions", as follows:

This section applies to those situations when a CONTRACTOR is awarded an Agreement for a preliminary phase of a project, with future phases to be bid separately. This section does not apply to those situations when an Agreement is awarded for multiple phases of a project under a single Agreement/proposal. When applicable, and as described below, CONTRACTOR'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'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 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.

9. 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).
10. 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.
11. In all places within the Agreement, any reference to the Agreement's Multi-Year Agreement (MYA) number is deemed to be MYA #3200*6225.
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

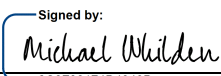
Debra R. Wilson, Contracts/Purchasing Officer

By: _____

Its: _____
(Print Name and Title)

Date: _____

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

By: 

Michael J. Whilden
Deputy County Counsel

Date: 11/12/2024 | 2:10 PM PST

Approved as to Fiscal Provisions
Rupa Shah, Auditor-Controller

By: 

4E7E657875454AE...

Its: Jennifer Forsyth Auditor-Controller Analyst II

(Print Name and Title)

Date: 11/12/2024 | 3:40 PM PST

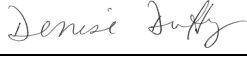
Approved as to Liability Provisions
Office of the County Counsel-Risk Management
Susan K. Blicht, County Counsel

By: _____
David Bolton
Risk Manager

Date: _____

CONTRACTOR*

Denise Duffy & Associates, Inc.

By: 

Its: Denise Duffy, President

(Print Name and Title)

Date: 11/12/2024

By: 

Its: Denise Duffy, Secretary

(Print Name and Title)

Date: 11/12/2024

*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 - UPDATED HOURLY BILLING RATES
Effective February 1, 2025

EXHIBIT 10-H2 COST PROPOSAL Page 1 of 2

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

Consultant or Subconsultant: Denise Duffy & Associates, Inc. Prime Consultant Subconsultant 2nd Tier Subconsultant
 Project No. RFQ #10805 Contract No. _____ Participation Amount: TBD Date: October 30, 2024

	Fringe Benefit %		Overhead %		General Admin. %	Combined Indirect Cost Rate%
NORMAL	58.17%	+	94.67%	+	16.39%	= 169.23%
FIELD OFFICE/TEMPORARY (n/a)		+		+		= 0.00%
			Fee %			= 10.00%

Name / Job Title / Classification ¹	Hourly Billing Rates			Effective date of Hourly Rate		Actual or Avg Hourly Rate ⁴	% or \$ Increase	Hourly Range for Classifications Only
	Straight ³	OT (1.5x)	OT (2.0x)	From	To			
*Denise Duffy	273.20	N/C	N/C	2/1/2025	1/31/2026	92.25	0%	N/A
Principal	281.40	N/C	N/C	2/1/2026	1/31/2027	95.02	3.00%	N/A
Exempt								
*Josh Harwayne	232.48	N/C	N/C	2/1/2025	1/31/2026	78.50	0%	N/A
Senior Compliance Manager	239.47	N/C	N/C	2/1/2026	1/31/2027	80.86	3.00%	N/A
Exempt								
Staff	198.42	N/C	N/C	2/1/2025	1/31/2026	67.00	0%	N/A
Senior Project Manager	204.38	N/C	N/C	2/1/2026	1/31/2027	69.01	3.00%	N/A
Exempt								
Staff	180.65	N/C	N/C	2/1/2025	1/31/2026	61.00	0%	N/A
Senior Planner/Scientist II	186.07	N/C	N/C	2/1/2026	1/31/2027	62.83	3.00%	N/A
Exempt								
Staff	180.65	N/C	N/C	2/1/2025	1/31/2026	61.00	0%	N/A
Arborist	186.07	N/C	N/C	2/1/2026	1/31/2027	62.83	3.00%	N/A
Exempt								

EXHIBIT 10-H2 COST PROPOSAL Page 1 of 2

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

Consultant or Subconsultant: Denise Duffy & Associates, Inc. Prime Consultant Subconsultant 2nd Tier Subconsultant
 Project No. RFQ #10805 Contract No. _____ Participation Amount: TBD Date: October 30, 2024

	Fringe Benefit %		Overhead %		General Admin. %	Combined Indirect Cost Rate%
NORMAL	58.17%	+	94.67%	+	16.39%	= 169.23%
FIELD OFFICE/TEMPORARY (n/a)		+		+		= 0.00%
			Fee %			= 10.00%

BILLING INFORMATION

CALCULATION INFORMATION

Name / Job Title / Classification ¹	Hourly Billing Rates			Effective date of Hourly Rate		Actual or Avg Hourly Rate ⁴	% or \$ Increase	Hourly Range for Classifications Only
	Straight ³	OT (1.5x)	OT (2.0x)	From	To			
Staff	161.40	N/C	N/C	2/1/2025	1/31/2026	54.50	0%	N/A
Senior Planner/Scientist	166.26	N/C	N/C	2/1/2026	1/31/2027	56.14	3.00%	N/A
Exempt								
Staff	143.63	N/C	N/C	2/1/2025	1/31/2026	48.50	0%	N/A
Assistant Project Manager	147.96	N/C	N/C	2/1/2026	1/31/2027	49.96	3.00%	N/A
Exempt								
Staff	137.71	N/C	N/C	2/1/2025	1/31/2026	46.50	0%	N/A
Associate Planner/Scientist II	141.86	N/C	N/C	2/1/2026	1/31/2027	47.90	3.00%	N/A
Exempt								
Staff	131.79	N/C	N/C	2/1/2025	1/31/2026	44.50	0%	N/A
Associate Planner/Scientist I	135.76	N/C	N/C	2/1/2026	1/31/2027	45.84	3.00%	N/A
Exempt								
Staff	124.38	N/C	N/C	2/1/2025	1/31/2026	42.00	0%	N/A
Assistant Planner/Scientist II	128.12	N/C	N/C	2/1/2026	1/31/2027	43.26	3.00%	N/A
Exempt								

EXHIBIT 10-H2 COST PROPOSAL Page 1 of 2

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

Consultant or Subconsultant: Denise Duffy & Associates, Inc. Prime Consultant Subconsultant 2nd Tier Subconsultant
 Project No. RFQ #10805 Contract No. _____ Participation Amount: TBD Date: October 30, 2024

	Fringe Benefit %		Overhead %		General Admin. %	Combined Indirect Cost Rate%
NORMAL	58.17%	+	94.67%	+	16.39%	= 169.23%
FIELD OFFICE/TEMPORARY (n/a)		+		+		= 0.00%
			Fee %			= 10.00%

BILLING INFORMATION

CALCULATION INFORMATION

Name / Job Title / Classification ¹	Hourly Billing Rates			Effective date of Hourly Rate		Actual or Avg Hourly Rate ⁴	% or \$ Increase	Hourly Range for Classifications Only
	Straight ³	OT (1.5x)	OT (2.0x)	From	To			
Staff	119.20	N/C	N/C	2/1/2025	1/31/2026	40.25	0%	N/A
Assistant Planner/Scientist I	122.79	N/C	N/C	2/1/2026	1/31/2027	41.46	3.00%	N/A
Exempt								
Staff	125.87	N/C	N/C	2/1/2025	1/31/2026	42.50	0%	N/A
GIS/Computer Specialist	129.66	N/C	N/C	2/1/2026	1/31/2027	43.78	3.00%	N/A
Exempt								
Staff	100.69	N/C	N/C	2/1/2025	1/31/2026	34.00	0%	N/A
Administrative Manager	103.71	N/C	N/C	2/1/2026	1/31/2027	35.02	3.00%	N/A
Exempt								
Staff	79.96	N/C	N/C	2/1/2025	1/31/2026	27.00	0%	N/A
Administrative Assistant	82.36	N/C	N/C	2/1/2026	1/31/2027	27.81	3.00%	N/A
Exempt								

Notes:

1. Key personnel **must** be marked with an asterisk (*) and employees that are subject to prevailing age 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
(CONSTRUCTION ENGINEERING AND INSPECTION CONTRACTS)**

Consultant or Subconsultant: Denise Duffy & Associates Prime Consultant Subconsultant
 Project No. RFQ #10805 Contract No. _____ Date: 10/30/2024

SCHEDULE OF OTHER DIRECT COST ITEMS (Add Additional Pages As Necessary)				
Description of Item	Quantity	Unit	Unit Cost	Total
Mileage Costs		Mile	Per Caltrans Travel Guide	
Parking/Tolls		EA	Per Caltrans Travel Guide	
Rental Car		EA	Actual Cost	
Copying (In-house) - Black & White 8.5x11		Page	\$0.15	
Copying (In-house) - Black & White 11x17		Page	\$0.22	
Copying (In-house) - Color 8.5x11		Page	\$0.46	
Copying (In-house) - Color 11x17		Page	\$1.57	
Copying (Professional)		EA	Actual Cost	
Binding		EA	Actual Cost	
Courier/Messenger Service		EA	Actual Cost	
U.S. Postal Services		EA	Actual Cost	
Trimble EXP. II GPS Unit		Day	\$80.00	
Drone Operation		Day	\$1,500.00	
Field and Lab Supplies		EA	Actual Cost	
Per Diem		EA	Per Caltrans Travel Guide	
Misc. Equipment Rental		EA	Actual Cost	

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.

EXHIBIT 10-H2 COST PROPOSAL Page 2 of 3

SPECIFIC RATE OF COMPENSATION
(CONSTRUCTION ENGINEERING AND INSPECTION CONTRACTS)

Consultant or Subconsultant: Denise Duffy & Associates Prime Consultant Subconsultant
Project No. RFQ #10805 Contract No. _____ Date: 10/30/2024

- 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 State 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 non-compliant with the Federal and State requirements are not eligible for reimbursement

Prime Consultant or Subconsultant Certifying:

Name: Denise Duffy Title*: Principal

Signature:  Date of Certification (mm/dd/yyyy): 10/30/2024

Email: duffy@ddaplanning.com Phone Number: (831) 373-4341

Address: 947 Cass St., Suite 5; 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 of services the consultant is providing under the proposed contract:

[On-Call Environmental Planning and Consulting Services \(Prime Consultation\) including: Environmental due diligence; Environmental compliance, including preparation of CEQA and NEPA documentation; Preparation of environmental reports and technical documents \(including biological, water quality, and visual\) and oversight of hydrology, cultural, air quality, noise, and hazard documentation prepared by subconsultants; Monitoring and oversight required for regulatory compliance; Regulatory permitting and consultation; Coordination with regulatory agencies; Public outreach; and other environmental and natural resource consulting services not listed here](#)

EXHIBIT A-1 - UPDATED HOURLY BILLING RATES

Effective February 1, 2025

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)
 (CONSTRUCTION ENGINEERING AND INSPECTION CONTRACTS)

Note: Mark-ups are Not Allowed

Consultant Albion Environmental, Inc. Prime Consultant Subconsultant 2nd Tier Subconsultant
 Project No. _____ Contract No. _____ Participation Amount _____ Date 10/28/2024

For Combined Rate	Fringe Benefit % 50.46%	+	General & Administration % 122.76%	=	Combined Indirect Cost Rate (ICR) % 173.22%
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			
Sarah Nicchitta* - Project Manager <i>Principal 4D</i>	\$150.73	N/A	N/A	2/1/2025	01/31/2026	\$48.94		Not Applicable
	\$155.55	N/A	N/A	2/1/2026	01/31/2027	\$50.50	3.20%	
Sarah Peelo* - Project Manager <i>Principal 4D</i>	\$150.73	N/A	N/A	2/1/2025	01/31/2026	\$38.52		Not Applicable
	\$155.55	N/A	N/A	2/1/2026	01/31/2027	\$39.68	3.20%	
Chelsea Blackmore* - Princ Investigator <i>Senior Archaeologist 7B</i>	\$133.76	N/A	N/A	2/1/2025	01/31/2026	\$43.43		Not Applicable
	\$138.04	N/A	N/A	2/1/2026	01/31/2027	\$44.82	3.20%	
Reilly Murphy - Princ Investigator <i>Senior Archaeologist 7D</i>	\$89.34	N/A	N/A	2/1/2025	01/31/2026	\$44.66		Not Applicable
	\$92.02	N/A	N/A	2/1/2026	01/31/2027	\$46.08	3.20%	
Stella D'Oro- GIS/Graphics <i>GIS/Graphics</i>	\$116.85	N/A	N/A	2/1/2025	01/31/2026	\$37.94		Not Applicable
	\$120.59	N/A	N/A	2/1/2026	01/31/2027	\$39.15	3.20%	
Sandra Menzel - Senior Biologist <i>Senior Biologist 4D</i>	\$118.72	N/A	N/A	2/1/2025	01/31/2026	\$38.55		Not Applicable
	\$122.52	N/A	N/A	2/1/2026	01/31/2027	\$39.78	3.20%	
James Samento - Senior Anthropologist <i>Senior Anthropologist 4B</i>	\$114.94	\$163.96	\$158.51	2/1/2025	01/31/2026	\$37.32		Not Applicable
	\$118.61	\$177.92	\$237.22	2/1/2026	01/31/2027	\$38.51	3.20%	
Doug Ross - Senior Archaeologist <i>Senior Archaeologist 7B</i>	\$133.75	\$104.04	\$138.72	2/1/2025	1/31/2026	\$43.43		Not Applicable
	\$138.03	\$107.16	\$142.88	2/1/2026	1/31/2027	\$27.07	3.20%	
Cris Lowgren- Field Lead Senior <i>Archaeologist 4A</i>	\$107.40	\$161.10	\$214.80	2/1/2025	1/31/2026	\$34.87		Not Applicable
	\$110.83	\$102.80	\$221.66	2/1/2026	1/31/2027	\$35.98	3.20%	
Ryan Phillip - Senior Archaeologist 3B	\$103.62	\$155.43	\$207.24	2/1/2025	1/31/2026	\$33.64		Not Applicable
	\$106.93	\$160.39	\$213.86	2/1/2026	1/31/2027	\$34.71	3.20%	

(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-1 - UPDATED HOURLY BILLING RATES Effective February 1, 2025

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)
(CONSTRUCTION ENGINEERING AND INSPECTION CONTRACTS)

Note: Mark-ups are Not Allowed

Consultant Albion Environmental, Inc. Prime Consultant Subconsultant 2nd Tier Subconsultant
Project No. _____ Contract No. _____ Participation Amount _____ Date 10/28/2024

For Combined Rate	Fringe Benefit % 50.46%	+	General & Administration % 122.76%	=	Combined Indirect Cost Rate (ICR) % 173.22%
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			
Jennifer Farquhar - Principal 3C	\$135.63 \$139.97	NA NA	NA NA	2/1/2025 2/1/2026	01/31/2026 01/31/2027	\$44.04 \$45.44	3.20%	Not Applicable
Cristie Boone - Principal 2D	\$130.03 \$134.19	N/A N/A	N/A N/A	2/1/2025 2/1/2026	01/31/2026 01/31/2027	\$42.22 \$43.57	3.20%	Not Applicable
Leann Taagepera - Senior Archaeologist 7C	\$135.63 \$139.97	\$203.44 \$209.95	\$271.26 \$279.94	2/1/2025 2/1/2026	01/31/2026 01/31/2027	\$44.04 \$45.44	3.20%	Not Applicable
Nicole Matthews – Senior Archaeologist 3A	\$101.75 \$105.00	\$152.62 \$157.50	\$203.50 \$210.00	2/1/2025 2/1/2026	01/31/2026 01/31/2027	\$33.03 \$34.08	3.20%	Not Applicable
Matthew Manigault – Archaeologist 7C	\$101.75 \$105.00	\$152.62 \$157.50	\$203.50 \$210.00	2/1/2025 2/1/2026	01/31/2026 01/31/2027	\$33.03 \$34.08	3.20%	Not Applicable
Andrew Niechitta – Archaeologist 7C	\$101.75 \$105.00	\$152.62 \$157.50	\$203.50 \$210.00	2/1/2025 2/1/2026	01/31/2026 01/31/2027	\$33.03 \$34.08	3.20%	Not Applicable
Timothy Polkinghorne – Archaeologist 6D	\$96.15 \$99.22	\$144.22 \$148.83	\$192.30 \$198.44	2/1/2025 2/1/2026	01/31/2026 01/31/2027	\$31.22 \$32.22	3.20%	Not Applicable
Avila Bright – Archaeologist 6B	\$92.34 \$95.29	\$138.51 \$142.93	\$184.68 \$190.58	2/1/2025 2/1/2026	1/31/2026 1/31/2027	\$29.98 \$27.07	3.20%	Not Applicable
MacKenna Polkinghorne – Archaeologist 5A	\$82.90 \$85.55	\$124.35 \$128.32	\$165.80 \$171.10	2/1/2025 2/1/2026	1/31/2026 1/31/2027	\$26.91 \$27.77	3.20%	Not Applicable
Alana Smith – Arch Tech 7D	\$81.05 \$83.64	\$121.57 \$125.46	\$162.10 \$167.28	2/1/2025 2/1/2026	1/31/2026 1/31/2027	\$26.32 \$27.16	3.20%	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-1 - UPDATED HOURLY BILLING RATES

Effective February 1, 2025

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)
 (CONSTRUCTION ENGINEERING AND INSPECTION CONTRACTS)

Note: Mark-ups are Not Allowed

Consultant Albion Environmental, Inc. Prime Consultant Subconsultant 2nd Tier Subconsultant
 Project No. _____ Contract No. _____ Participation Amount _____ Date 10/28/2024

For Combined Rate	Fringe Benefit % 50.46%	+	General & Administration % 122.76%	=	Combined Indirect Cost Rate (ICR) % 173.22%
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			
Brandon Brown - Arch Tech 7C	\$79.11	\$118.66	\$158.22	2/1/2025	01/31/2026	\$25.69	3.20%	Not Applicable
	\$81.64	\$122.46	\$163.28	2/1/2026	01/31/2027	\$26.51		
Richy Strobel- Arch Tech 7C	\$79.11	\$118.66	\$158.22	2/1/2025	01/31/2026	\$25.69	3.20%	Not Applicable
	\$81.64	\$122.46	\$163.28	2/1/2026	01/31/2027	\$26.51		
Diana Lozada- Arch Tech 7C	\$79.11	\$118.66	\$158.22	2/1/2025	01/31/2026	\$25.69	3.20%	Not Applicable
	\$81.64	\$122.46	\$163.28	2/1/2026	01/31/2027	\$26.51		
Christopher Lopez- Arch Tech 7C	\$79.11	\$118.66	\$158.22	2/1/2025	01/31/2026	\$25.69	3.20%	Not Applicable
	\$81.64	\$122.46	\$163.28	2/1/2026	01/31/2027	\$26.51		
Claire Allen- Arch Tech 7C	\$79.11	\$118.66	\$158.22	2/1/2025	01/31/2026	\$25.69	3.20%	Not Applicable
	\$81.64	\$122.46	\$163.28	2/1/2026	01/31/2027	\$26.51		
Kim Gordon- Arch Tech 7C	\$79.11	\$118.66	\$158.22	2/1/2025	01/31/2026	\$25.69	3.20%	Not Applicable
	\$81.64	\$122.46	\$163.28	2/1/2026	01/31/2027	\$26.51		
Laura Garcia- Arch Tech 7C	\$79.11	\$118.66	\$158.22	2/1/2025	01/31/2026	\$25.69	3.20%	Not Applicable
	\$81.64	\$122.46	\$163.28	2/1/2026	01/31/2027	\$26.51		
Elliott Waters – Arch Tech 7A	\$75.36	\$113.04	\$150.72	2/1/2025	1/31/2026	\$24.47	3.20%	Not Applicable
	\$77.77	\$116.65	\$155.54	2/1/2026	1/31/2027	\$27.07		
Christina Hornbaker – Arch Tech 6D	\$73.52	\$110.28	\$147.04	2/1/2025	1/31/2026	\$23.87	3.20%	Not Applicable
	\$75.87	\$113.80	\$151.74	2/1/2026	1/31/2027	\$24.63		
Genna Headland - Admin 10B	\$115.64	\$173.46	\$231.28	2/1/2025	1/31/2026	\$37.55	3.20%	Not Applicable
	\$119.34	\$179.01	\$238.68	2/1/2026	1/31/2027	\$38.75		

(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-1 - UPDATED HOURLY BILLING RATES
Effective February 1, 2025

Local Assistance Procedures Manual

EXHIBIT 10-H2

Cost Proposal

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 Albion Environmental, Inc. Prime Consultant Subconsultant

Project No. 0 Contract No. 0 Date 10/30/2024

SCHEDULE OF OTHER DIRECT COST ITEMS (Add additional pages as necessary)				
Description of Items	Quantity	Unit	Unit Cost	Total
Mileage Costs		Mile	0.67	
Equipment Rental and Supplies		Each	Actual cost	
Permit Fees		Each	Actual cost	
Plan Sheets		N/A	N/A	
Test		Each	Actual cost	
Vehicle		Each	Actual cost	
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.

Exhibit 10-H1 Cost Proposal Page 3 of 3
Actual Cost-Plus-Fixed Fee or lump sum (Firm Fixed Price) contracts
(Design, Engineering and Environmental Studies)

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: Jennifer Farquhar Chief Financial Officer

Signature:  Certification Date: 10/30/2024

Email: jfarquhar@albionenvironmental.com Phone: 831-469-9128

Address: 1414 Soquel Avenue, Suite 205, Santa Cruz, CA 95062

*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:

Cultural resource consulting services

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: **Balance Hydrologics, Inc.**

Prime Consultant

Subconsultant

2nd Tier Subconsultant

Project No. _____

Contract No. _____

Participation Amount _____

Date 10/30/2024

For Combined Rate	<u>Fringe Benefit</u> 47.96%	+	<u>Overhead</u> 6.92%	<u>General Administration</u> 128.87%	=	Combined ICR	183.75%
OR							
For Home Office Rate	Fringe Benefit 0.00%	+	General & Administrative 0.00%		=	Home Office ICR	0.00%
For Field Office Rate	Fringe Benefit 0.00%	+	General & Administrative 0.00%		=	Field Office ICR	0.00%
						Fee	= 10.00%
						Escalation =	3%

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	Hourly range - for classifications only
	Straight	OT(1.5x)	OT(2x)	From	To			
David Shaw Principal Hydrologist/Geologist Senior Principal	\$265.31 \$273.27			2/1/2025 2/1/2026	1/31/2026 1/31/2027	\$85.00 \$87.55	3%	Not Applicable
Edward Ballman Civil Engineer/Hydrologist Principal	\$230.97 \$237.90			2/1/2025 2/1/2026	1/31/2026 1/31/2027	\$74.00 \$76.22	3%	Not Applicable
Mark Woysner Hydrologist/Hydrogeologist Principal	\$216.68 \$223.18			2/1/2025 2/1/2026	1/31/2026 1/31/2027	\$69.42 \$71.50	3%	Not Applicable
Jonathan Owens Principal Hydrologist/Engineer Principal	\$220.05 \$226.65			2/1/2025 2/1/2026	1/31/2026 1/31/2027	\$70.50 \$72.62	3%	Not Applicable
Scott Brown Geomorphologist/Hydrologist Principal	\$220.05 \$226.65			2/1/2025 2/1/2026	1/31/2026 1/31/2027	\$70.50 \$72.62	3%	Not Applicable
Peter Kulchawik Hydrologist/Civil Engineer Principal	\$233.44 \$240.44			2/1/2025 2/1/2026	1/31/2026 1/31/2027	\$74.79 \$77.03	3%	Not Applicable
Chelsea Neill Geomorphologist/Hydrologist Principal	\$225.64 \$232.40			2/1/2025 2/1/2026	1/31/2026 1/31/2027	\$72.29 \$74.46	3%	Not Applicable
Tarick Abu-Aly Civil Engineer / Hydrologist Principal	\$225.64 \$234.66			2/1/2025 2/1/2026	1/31/2026 1/31/2027	\$72.29 \$75.18	3%	Not Applicable
Eric Riedner Hydrologist/Civil Engineer Senior Professional	\$189.02 \$194.69			2/1/2025 2/1/2026	1/31/2026 1/31/2027	\$60.56 \$62.38	3%	Not Applicable
Eric Donaldson Geomorphologist/Hydrologist Senior Professional	\$174.29 \$179.52			2/1/2025 2/1/2026	1/31/2026 1/31/2027	\$55.84 \$57.52	3%	Not Applicable
Brian Hastings Geomorphologist/Hydrologist Senior Professional	\$159.93 \$164.73			2/1/2025 2/1/2026	1/31/2026 1/31/2027	\$51.24 \$52.78	3%	Not Applicable
Anna Nazarov Hydrologist/Civil Engineer Senior Professional	\$200.67 \$206.69			2/1/2025 2/1/2026	1/31/2026 1/31/2027	\$64.29 \$66.22	3%	Not Applicable
Zan Rubin Senior Geomorphologist/Hydrologist Senior Professional	\$212.37 \$218.74			2/1/2025 2/1/2026	1/31/2026 1/31/2027	\$68.04 \$70.08	3%	Not Applicable
Anne Senter Fluvial Geomorphologist Project Professional	\$152.94 \$157.53			2/1/2025 2/1/2026	1/31/2026 1/31/2027	\$49.00 \$50.47	3%	Not Applicable
Dana Jepsen	\$168.55			2/1/2025	1/31/2026	\$54.00		Not Applicable

EXHIBIT A 1 UPDATED HOURLY BILLING RATES
Effective February 1, 2025

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	Hourly range - for classifications only
	Straight	OT(1.5x)	OT(2x)	From	To			
Designer/Hydrologist Project Professional	\$173.60			2/1/2026	1/31/2027	\$55.62	3%	
Jeneya Fertel Engineer Project Professional	\$195.08 \$200.93			2/1/2025 2/1/2026	1/31/2026 1/31/2027	\$62.50 \$64.38	3%	Not Applicable
Jason Parke Hydrologist/Geologist Senior Staff Professional	\$133.78 \$137.79			2/1/2025 2/1/2026	1/31/2026 1/31/2027	\$42.86 \$44.15	3%	Not Applicable
Denise Tu Engineer/Hydrologist Senior Staff Professional	\$165.43 \$170.39			2/1/2025 2/1/2026	1/31/2026 1/31/2027	\$53.00 \$54.59	3%	Not Applicable
Camille Pauley Engineer/Hydrologist Senior Staff Professional	\$161.18 \$166.02			2/1/2025 2/1/2026	1/31/2026 1/31/2027	\$51.64 \$53.19	3%	Not Applicable
Emma Goodwin Hydrologist Senior Staff Professional	\$156.97 \$161.68			2/1/2025 2/1/2026	1/31/2026 1/31/2027	\$50.29 \$51.80	3%	Not Applicable
Steve Hnat Hydrologist Senior Staff Professional	\$174.79 \$180.03			2/1/2025 2/1/2026	1/31/2026 1/31/2027	\$56.00 \$57.68	3%	Not Applicable
Brigid Lynch Hydrologist Senior Staff Professional	\$143.58 \$147.88			2/1/2025 2/1/2026	1/31/2026 1/31/2027	\$46.00 \$47.38	3%	Not Applicable
Claire Bareilles Engineer/Hydrologist Staff Professional	\$127.57 \$131.39			2/1/2025 2/1/2026	1/31/2026 1/31/2027	\$40.87 \$42.10	3%	Not Applicable
Carter Boyd Geomorphologist Staff Professional	\$129.06 \$132.94			2/1/2025 2/1/2026	1/31/2026 1/31/2027	\$41.35 \$42.59	3%	Not Applicable
Erika Groh Geomorphologist/Hydrologist Staff Professional	\$124.85 \$128.60			2/1/2025 2/1/2026	1/31/2026 1/31/2027	\$40.00 \$41.20	3%	Not Applicable
Jessalyn Siu Engineer/Hydrologist Staff Professional	\$137.34 \$141.46			2/1/2025 2/1/2026	1/31/2026 1/31/2027	\$44.00 \$45.32	3%	Not Applicable
Sierra Phillips Engineer/Hydrologist Staff Professional	\$137.34 \$141.46			2/1/2025 2/1/2026	1/31/2026 1/31/2027	\$44.00 \$45.32	3%	Not Applicable
Jiovanna Garcia-Diaz Engineer/Hydrologist Staff Professional	\$127.57 \$131.39	\$191.35 \$197.09	\$255.13 \$262.78	2/1/2025 2/1/2026	1/31/2026 1/31/2027	\$40.87 \$42.10	3%	Not Applicable
Anders De Wit Hydrologist Assistant Professional	\$117.05 \$120.56	\$175.57 \$180.84	\$234.09 \$241.12	2/1/2025 2/1/2026	1/31/2026 1/31/2027	\$37.50 \$38.63	3%	Not Applicable
Andrew Marasco Hydrologist Assistant Professional	\$123.23 \$126.92	\$184.84 \$190.39	\$246.45 \$253.85	2/1/2025 2/1/2026	1/31/2026 1/31/2027	\$39.48 \$40.66	3%	Not Applicable
Ella Myr Hydrologist Assistant Professional	\$117.05 \$120.56	\$175.57 \$180.84	\$234.09 \$241.12	2/1/2025 2/1/2026	1/31/2026 1/31/2027	\$37.50 \$38.63	3%	Not Applicable
Rob Miller Hydrologist Assistant Professional	\$112.37 \$115.74	\$168.55 \$173.60	\$224.73 \$231.47	2/1/2025 2/1/2026	1/31/2026 1/31/2027	\$36.00 \$37.08	3%	Not Applicable
Tess Weathers Hydrologist Assistant Professional	\$101.44 \$104.48	\$152.16 \$156.73	\$202.88 \$208.97	2/1/2025 2/1/2026	1/31/2026 1/31/2027	\$32.50 \$33.48	3%	Not Applicable
Rachel Boitano Comptroller Senior Project Administrator	\$186.53 \$192.12			2/1/2025 2/1/2026	1/31/2026 1/31/2027	\$59.76 \$61.55	3%	Not Applicable
Tylor Christopher	\$137.15	\$205.72	\$274.30	2/1/2025	1/31/2026	\$43.94		

**EXHIBIT A - 1 UNBIDDED HOURS BIDDING SCHEDULE
 UNBIDDED HOURLY BILLING RATES
 Effective February 1, 2025**

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	Hourly range - for classifications only
	Straight	OT(1.5x)	OT(2x)	From	To			
Administrative Assistant II	\$141.26	\$211.89	\$282.52	2/1/2026	1/31/2027	\$45.26	3%	
Senior Report Specialist								
Annabel Wong	\$112.37	\$168.55	\$224.73	2/1/2025	1/31/2026	\$36.00		
Administrative Associate	\$115.74	\$173.60	\$231.47	2/1/2026	1/31/2027	\$37.08	3%	
Report Specialist								
Future Staff - Principal	\$224.73			2/1/2025	1/31/2026	\$72.00		Not Applicable
	\$231.47			2/1/2026	1/31/2027	\$74.16	3%	
Future Staff - Senior Professional	\$187.28			2/1/2025	1/31/2026	\$60.00		Not Applicable
	\$192.89			2/1/2026	1/31/2027	\$61.80	3%	
Future Staff - Project Professional	\$156.06			2/1/2025	1/31/2026	\$50.00		Not Applicable
	\$160.74			2/1/2026	1/31/2027	\$51.50	3%	
Future Staff - Senior Staff Professional	\$143.58			2/1/2025	1/31/2026	\$46.00		Not Applicable
	\$147.88			2/1/2026	1/31/2027	\$47.38	3%	
Future Staff - Staff Professional	\$134.21			2/1/2025	1/31/2026	\$43.00		Not Applicable
	\$138.24			2/1/2026	1/31/2027	\$44.29	3%	
Future Staff - Assistant Professional	\$117.05	\$175.57	\$234.09	2/1/2025	1/31/2026	\$37.50		Not Applicable
	\$120.56	\$180.84	\$241.12	2/1/2026	1/31/2027	\$38.63	3%	
Future Staff - Junior Professional	\$103.00	\$154.50	\$206.00	2/1/2025	1/31/2026	\$33.00		Not Applicable
	\$106.09	\$159.14	\$212.18	2/1/2026	1/31/2027	\$33.99	3%	
Future Staff - GIS Senior Analyst	\$140.46			2/1/2025	1/31/2026	\$45.00		Not Applicable
	\$144.67			2/1/2026	1/31/2027	\$46.35	3%	

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 - ESTIMATED HOURLY BILLING RATES
Effective February 1, 2025

COST PROPOSAL Page 2 of 3

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

Consultant Balance Hydrologics, Inc. Prime Consultant Subconsultant Subconsultant

Project No. _____ Contract No. _____ Date _____

SCHEDULE OF OTHER DIRECT COST ITEMS (Add additional pages as necessary)				
Description of Item		Quantity	Unit	Total
Mileage Costs	At Cost	-	\$ -	\$ -
Equipment Rental and Supplies	At Cost	-	\$ -	\$ -
Permit Fees	At Cost	-	\$ -	\$ -
Plan Sheets	At Cost	-	\$ -	\$ -
Test	At Cost	-	\$ -	\$ -
Vehicle	At Cost	-	\$ -	\$ -
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-1 - UPDATED HOURLY BILLING RATES
Effective February 1, 2025

COST PROPOSAL Page 3 of 3

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

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: Colleen Haraden Title *: Vice President, COO

Signature:  Date of Certification (mm/dd/yyyy): 10/17/2023

Email: rboitano@balancehydro.com Phone Number: 510-704-1000

Address: 800 Bancroft Way, Suite 101

Berkeley, CA 94710

* 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:

Balance will provide hydrologic support for CEQA, NEPA, HCP and specialized permits and stormwater modeling and management. Additionally, Balance can support habitat mitigation project with fluvial restoration projects.

EXHIBIT 10-H2 COST PROPOSAL Page 1 of 2

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

Consultant or Subconsultant: M3 Environmental LLC Prime Consultant Subconsultant 2nd Tier Subconsultant
 Project No. RFQ #10805 Contract No. _____ Participation Amount: TBD Date: October 25, 2024

For Combined Rate			
Fringe Benefit % + General & Administrative %	=	120.00%	Home Office ICR%
OR			
For Home Office Rate			
Fringe Benefit % + General & Administrative %	=	0.00%	Home Office ICR%
For Field Office Rate			
Fringe Benefit % + General & Administrative %	=	0.00%	Field Office ICR%
FEE %		=	10.0%

BILLING INFORMATION

CALCULATION INFORMATION

Name / Job Title / Classification ¹	Hourly Billing Rates			Effective date of Hourly Rate		Actual or Avg Hourly Rate ⁴	% or \$ Increase	Hourly Range for Classifications Only
	Straight ³	OT (1.5x)	OT (2.0x)	From	To			
Chris Gatward* Principal Exempt	242.00	N/C	N/C	7/1/2021	12/31/2021	100.00	0%	N/A
	254.10	N/C	N/C	1/1/2022	12/31/2022	105.00	5.00%	N/A
	266.81	N/C	N/C	1/1/2023	12/31/2023	110.25	5.00%	N/A
	280.14	N/C	N/C	1/1/2024	12/31/2024	115.76	5.00%	N/A
	294.15	N/C	N/C	1/1/2025	12/31/2025	121.55	5.00%	N/A
	308.86	N/C	N/C	1/1/2026	12/31/2026	127.63	5.00%	N/A
Victoria Gatward* Office Manager Exempt	145.20	N/C	N/C	7/1/2021	12/31/2021	60.00	0%	N/A
	152.46	N/C	N/C	1/1/2022	12/31/2022	63.00	5.00%	N/A
	160.08	N/C	N/C	1/1/2023	12/31/2023	66.15	5.00%	N/A
	168.09	N/C	N/C	1/1/2024	12/31/2024	69.46	5.00%	N/A
	176.49	N/C	N/C	1/1/2025	12/31/2025	72.93	5.00%	N/A
	185.32	N/C	N/C	1/1/2026	12/31/2026	76.58	5.00%	N/A
Staff TBD* Technician Non-Exempt	121.00	146.00	171.00	7/1/2021	12/31/2021	50.00	0%	N/A
	127.05	153.30	179.55	1/1/2022	12/31/2022	52.50	5.00%	N/A
	133.41	160.98	188.54	1/1/2023	12/31/2023	55.13	5.00%	N/A
	140.09	169.04	197.98	1/1/2024	12/31/2024	57.89	5.00%	N/A
	147.09	177.48	207.87	1/1/2025	12/31/2025	60.78	5.00%	N/A
	154.44	186.35	218.26	1/1/2026	12/31/2026	63.82	5.00%	N/A

EXHIBIT 10-H2 COST PROPOSAL Page 1 of 2

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

Consultant or Subconsultant: M3 Environmental LLC Prime Consultant Subconsultant 2nd Tier Subconsultant
 Project No. RFQ #10805 Contract No. _____ Participation Amount: TBD Date: October 25, 2024

For Combined Rate			
Fringe Benefit % + General & Administrative %	=	120.00%	Home Office ICR%
OR			
For Home Office Rate			
Fringe Benefit % + General & Administrative %	=	0.00%	Home Office ICR%
For Field Office Rate			
Fringe Benefit % + General & Administrative %	=	0.00%	Field Office ICR%
FEE %		=	10.0%

BILLING INFORMATION

CALCULATION INFORMATION

Name / Job Title / Classification ¹	Hourly Billing Rates			Effective date of Hourly Rate		Actual or Avg Hourly Rate ⁴	% or \$ Increase	Hourly Range for Classifications Only
	Straight ³	OT (1.5x)	OT (2.0x)	From	To			
Brent Weisbrod*	217.80	N/C	N/C	7/1/2021	12/31/2021	90.00	0%	N/A
CIH	228.69	N/C	N/C	1/1/2022	12/31/2022	94.50	5.00%	N/A
Exempt	240.14	N/C	N/C	1/1/2023	12/31/2023	99.23	5.00%	N/A
<i>Sub-Peak Environmental</i>	252.14	N/C	N/C	1/1/2024	12/31/2024	104.19	5.00%	N/A
	264.75	N/C	N/C	1/1/2025	12/31/2025	109.40	5.00%	N/A
	277.99	N/C	N/C	1/1/2026	12/31/2026	114.87	5.00%	N/A
Peter Cloven*	217.80	N/C	N/C	7/1/2021	12/31/2021	90.00	0%	N/A
Project Manager	228.69	N/C	N/C	1/1/2022	12/31/2022	94.50	5.00%	N/A
Exempt	240.14	N/C	N/C	1/1/2023	12/31/2023	99.23	5.00%	N/A
<i>Sub-Pinnacle Environmental</i>	252.14	N/C	N/C	1/1/2024	12/31/2024	104.19	5.00%	N/A
	264.75	N/C	N/C	1/1/2025	12/31/2025	109.40	5.00%	N/A
	277.99	N/C	N/C	1/1/2026	12/31/2026	114.87	5.00%	N/A

EXHIBIT 10-H2 COST PROPOSAL Page 1 of 2

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

Consultant or Subconsultant: M3 Environmental LLC Prime Consultant Subconsultant 2nd Tier Subconsultant
 Project No. RFQ #10805 Contract No. _____ Participation Amount: TBD Date: October 25, 2024

For Combined Rate			
Fringe Benefit % + General & Administrative %	=	120.00%	Home Office ICR%
OR			
For Home Office Rate			
Fringe Benefit % + General & Administrative %	=	0.00%	Home Office ICR%
For Field Office Rate			
Fringe Benefit % + General & Administrative %	=	0.00%	Field Office ICR%
FEE %		=	10.0%

BILLING INFORMATION

CALCULATION INFORMATION

Name / Job Title / Classification ¹	Hourly Billing Rates			Effective date of Hourly Rate		Actual or Avg Hourly Rate ⁴	% or \$ Increase	Hourly Range for Classifications Only
	Straight ³	OT (1.5x)	OT (2.0x)	From	To			

Notes:

1. Key personnel **must** be marked with an asterisk (*) and employees that are subject to prevailing age 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
 (CONSTRUCTION ENGINEERING AND INSPECTION CONTRACTS)

Consultant or Subconsultant: M3 Environmental LLC Prime Consultant Subconsultant
 Project No. RFQ #10805 Contract No. _____ Date: 10/25/2024

SCHEDULE OF OTHER DIRECT COST ITEMS (Add Additional Pages As Necessary)				
Description of Item	Quantity	Unit	Unit Cost	Total
Mileage Costs	TBD	Mile	\$0.67	Actual Cost
Reprographics		EA		Actual Cost + 20%
Overnight Shipment/Delivery		EA		Actual Cost + 20%
Drilling		EA		Actual Cost + 20%
Rental Vehicle		EA		Actual Cost + 20%
Laboratory Testing		EA		Actual Cost + 50%
Travel/Per Diem		EA		Actual Cost
Permit Cost		EA		Actual Cost

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 State 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 non-compliant with the Federal and State requirements are not eligible for reimbursement

Prime Consultant or Subconsultant Certifying:

Name: Chris Gatward Title*: Principal

Signature:  Date of Certification (mm/dd/yyyy): 10/25/2024

Email: chris@m3environmental.com Phone Number: 831-649-4623

Address: 22 Lower Ragsdale Drive, Suite E, 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 of services the consultant is providing under the proposed contract:

Asbestos, lead, mold, Industrial Hygiene, Phase I & II site assessments

EXHIBIT A-1 - UPDATED HOURLY BILLING RATES
Effective February 1, 2025

Local Assistance Procedures Manual

EXHIBIT 10-H2
Cost Proposal

EXHIBIT 10-H2 COST PROPOSAL Page 1 of 1
SPECIFIC RATE OF COMPENSATION (USE FOR ON-CALL OR AS-NEEDED CONTRACTS)
 (CONSTRUCTION ENGINEERING AND INSPECTION CONTRACTS)

Note: Mark-ups are Not Allowed

Consultant Fehr & Peers Prime Consultant Subconsultant 2nd Tier Subconsultant
 Project No. _____ Contract No. _____ Participation Amount _____ Date 12/7/2021

For Combined Rate	Fringe Benefit %	+	General & Administration %	=	Combined Indirect Cost Rate (ICR) %
	77.35%		111.96%		189.31%
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			
Dan Rubins – Associate-in-Charge	\$81.71	\$122.56	\$163.42	2/1/2022	12/31/2022	\$74.28	3.00%	Not Applicable
	\$84.16	\$126.24	\$168.32	1/1/2023	12/31/2023	\$76.51	3.00%	Not Applicable
	\$86.68	\$130.02	\$173.36	1/1/2024	12/31/2024	\$78.80	3.00%	
Civil Engineer II	\$89.80	\$134.71	\$179.61	1/1/2025	1/31/2025	\$81.64	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-1 - UPDATED HOURLY BILLING RATES
Effective February 1, 2025

Local Assistance Procedures Manual

EXHIBIT 10-H2

Cost Proposal

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

Consultant Fehr & Peers Prime Consultant Subconsultant
 Project No. 0 Contract No. 0

Date 12/7/2021

SCHEDULE OF OTHER DIRECT COST ITEMS (Add additional pages as necessary)				
Description of Items	Quantity	Unit	Unit Cost	Total
Mileage Costs	500	Mile	Current IRS Rate	
Counts	10	intersections	500	
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 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.

Exhibit 10-H1 Cost Proposal Page x of x
Actual Cost-Plus-Fixed Fee or lump sum (Firm Fixed Price) contracts
(Design, Engineering and Environmental Studies)

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: Franziska Church Title:* Principal

Signature:  Certification Date: 12/07/2021

Email: f.church@fehrandpeers.com Phone: (408) 645-7014

Address: 160 W. Santa Clara St. Suite 675, San Jose, CA 95113

*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>Traffic Studies</p>

EXHIBIT A-1 - UPDATED HOURLY BILLING RATES
Effective February 1, 2025

Exhibit 10-H2

Cost Proposal

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 AMBIENT Air Quality & Noise Consulting Prime Consultant Subconsultant
 Project No. N/A Contract No. TBD Date 8/12/2021

SCHEDULE OF OTHER DIRECT COST ITEMS				
PRIME CONSULTANT				
DESCRIPTION OF ITEMS	Quantity	Unit	Unit Cost	Total
Travel	TBD	1	Per Federal Per Diem Rate	TBD
Mileage	TBD	Miles	Per Federal Per Diem Rate	TBD
Subconsultant 1:				TBD
Subconsultant 2:				TBD
Subconsultant 3:				TBD
Subconsultant 4:				TBD
Subconsultant 5:				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 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 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 A UNBIDDED HOURLY BILLING RATES
Effective February 1, 2025

Local Assistance Procedures Manual

Exhibit 10-H2
Cost Proposal

EXHIBIT 10-H2 COST PROPOSAL Page 3 of 3

Certification of Direct Costs

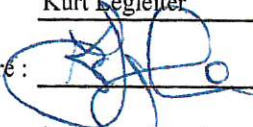
I, the undersigned, certify to the best of my knowledge and belief that all direct costs identified on the cost proposal(s) in this contract are actual, reasonable, allowable, and allocable to the contract in accordance with the contract terms and the following requirements:

- 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: Kurt Legleiter Title *: Principal

Signature:  Date of Certification (mm/dd/yyyy): 8/12/2021

Email: kurt@ambient.consulting Phone Number: 805-226-2727

Address: 612 12th Street, Suite 201, Paso Robles, CA 93446

*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:

Air Quality, Greenhouse Gas, Energy Use, Noise and Groundborne Vibration Assessments
--

EXHIBIT A-1 - UPDATED HOURLY BILLING RATES
Effective February 1, 2025

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)
 (CONSTRUCTION ENGINEERING AND INSPECTION CONTRACTS)

Note: Mark-ups are Not Allowed

Consultant **Cornerstone Earth Group, Inc.** _____ 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			
Kurt Soenen – Project Manager * Sr. Principal Engineer	\$275.00	\$0.00	\$0.00	08/25/2021	08/24/2022	\$275.00		Not Applicable
	\$275.00	\$0.00	\$0.00	08/25/2022	08/24/2023	\$275.00	0.0%	
	\$275.00	\$0.00	\$0.00	08/25/2023	08/24/2024	\$275.00	0.0%	
Ron Helm – QA Reviewer * Sr. Principal Geologist	\$275.00	\$0.00	\$0.00	08/25/2021	08/24/2022	\$275.00		Not Applicable
	\$275.00	\$0.00	\$0.00	08/25/2022	08/24/2023	\$275.00	0.0%	
	\$275.00	\$0.00	\$0.00	08/25/2023	08/24/2024	\$275.00	0.0%	
Melanie Seydel – Project Engineer *	\$190.00	\$0.00	\$0.00	08/25/2021	08/24/2022	\$190.00		Not Applicable
	\$190.00	\$0.00	\$0.00	08/25/2022	08/24/2023	\$190.00	0.0%	
	\$190.00	\$0.00	\$0.00	08/25/2023	08/24/2024	\$190.00	0.0%	
Principal Engineer or Geologist	\$250.00	\$0.00	\$0.00	08/25/2021	08/24/2022	\$250.00		Not Applicable
	\$250.00	\$0.00	\$0.00	08/25/2022	08/24/2023	\$250.00	0.0%	
	\$250.00	\$0.00	\$0.00	08/25/2023	08/24/2024	\$250.00	0.0%	
Senior Project Engineer or Geologist	\$210.00	\$0.00	\$0.00	08/25/2021	08/24/2022	\$210.00		Not Applicable
	\$210.00	\$0.00	\$0.00	08/25/2022	08/24/2023	\$210.00	0.0%	
	\$210.00	\$0.00	\$0.00	08/25/2023	08/24/2024	\$210.00	0.0%	

(Add pages as necessary)

EXHIBIT A-1 - UPDATED HOURLY BILLING RATES
Effective February 1, 2025

Local Assistance Procedures Manual

EXHIBIT 10-H2
 Cost Proposal

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			
Project Engineer or Geologist	\$190.00	\$0.00	\$0.00	08/25/2021	08/24/2022	\$190.00		Not Applicable
	\$190.00	\$0.00	\$0.00	08/25/2022	08/24/2023	\$190.00	0.0%	
	\$190.00	\$0.00	\$0.00	08/25/2023	08/24/2024	\$190.00	0.0%	
Senior Staff Engineer or Geologist **	\$175.00	\$262.50	\$350.00	08/25/2021	08/24/2022	\$175.00		Not Applicable
	\$175.00	\$262.50	\$350.00	08/25/2022	08/24/2023	\$175.00	0.0%	
	\$175.00	\$262.50	\$350.00	08/25/2023	08/24/2024	\$175.00	0.0%	
Staff Engineer or Geologist **	\$170.00	\$255.00	\$340.00	08/25/2021	08/24/2022	\$170.00		Not Applicable
	\$170.00	\$255.00	\$340.00	08/25/2022	08/24/2023	\$170.00	0.0%	
	\$170.00	\$255.00	\$340.00	08/25/2023	08/24/2024	\$170.00	0.0%	
Technical Illustrator/CAD Operator	\$135.00	\$202.50	\$270.00	08/25/2021	08/24/2022	\$135.00		Not Applicable
	\$135.00	\$202.50	\$270.00	08/25/2022	08/24/2023	\$135.00	0.0%	
	\$135.00	\$202.50	\$270.00	08/25/2023	08/24/2024	\$135.00	0.0%	
Administrative Assistant	\$90.00	\$135.00	\$180.00	08/25/2021	08/24/2022	\$90.00		Not Applicable
	\$90.00	\$135.00	\$180.00	08/25/2022	08/24/2023	\$90.00	0.0%	
	\$90.00	\$135.00	\$180.00	08/25/2023	08/24/2024	\$90.00	0.0%	

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 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 **Cornerstone Earth Group, Inc.** 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
Vehicle		Per Day	Actual Cost	
Equipment Charges		Per Day	Actual Cost	
Permit Fees		Per Location	Actual Cost	
Outside Laboratory Tests		Per Sample	Actual Cost	
Drilling/Sampling Equipment		Per Day	Actual Cost	
Subconsultant 1: ToxStrategies (health risk assessments)				
Subconsultant 2: Vista Environmental (asbestos/lead-based paint surveys)				
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.

EXHIBIT A-1 - UPDATED HOURLY BILLING RATES
Effective February 1, 2025

Local Assistance Procedures Manual

EXHIBIT 10-H2
Cost Proposal

-
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 1 UNATTENDED HOURLY BILLING RATES
Effective February 1, 2025

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:

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: **Kurt M. Soenen, P.E.** _____ Title *: **Vice President/Senior Principal Engineer** _____

Signature :  _____ Date of Certification (mm/dd/yyyy): **08/18/2021** _____

Email: **ksoenen@cornerstoneearth.com** _____ Phone Number: **(408) 245-4600 ext. 110** _____

Address: **1259 Oakmead Parkway, Sunnyvale, CA 94085** _____

* 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:

Phase I Environmental Site Assessments, Phase II Soil and Ground Water Quality Evaluation, Health Risk Assessments, Asbestos/Lead-Based Paint Surveys

EXHIBIT A-1 - UPDATED HOURLY BILLING RATES
Effective February 1, 2025

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)
 (CONSTRUCTION ENGINEERING AND INSPECTION CONTRACTS)

Note: Mark-ups are Not Allowed

Consultant Althouse & Meade, Inc. Prime Consultant Subconsultant 2nd Tier Subconsultant

Project No. _____ Contract No. _____ Participation Amount \$ _____ Date August 24, 2021

For Combined Rate	Fringe Benefit <u>28.55%</u> + Overhead <u>38%</u> + General & Administrative <u>30%</u>	=	<u>96.55%</u> 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			
Jason Dart* Exempt Principal Biologist	\$160.01	N/A	N/A	08/25/2021	08/24/2022	\$74.01	2%	
	\$163.21			08/25/2022	08/24/2023	\$75.49		
	\$166.48			08/25/2023	08/24/2024	\$77.00		
Greg Salas* Exempt Biological Supervisor	\$120.10	N/A	N/A	08/25/2021	08/24/2022	\$55.55	2%	
	\$122.50			08/25/2022	08/24/2023	\$56.66		
	\$124.94			08/25/2023	08/24/2024	\$57.79		
Valerie Mattos* Exempt Biologist III/Project Manager	\$100.00	N/A	N/A	08/25/2021	08/24/2022	\$46.50	2%	
	\$102.55			08/25/2022	08/24/2023	\$47.43		
	\$104.60			08/25/2023	08/24/2024	\$48.38		
Various Exempt Principal Scientist	\$180.53	N/A	N/A	08/25/2021	08/24/2022	\$83.50	2%	
	\$184.14			08/25/2022	08/24/2023	\$85.17		
	\$187.82			08/25/2023	08/24/2024	\$86.87		

EXHIBIT A-1 - UPDATED HOURLY BILLING RATES
Effective February 1, 2025

Local Assistance Procedures Manual

EXHIBIT 10-H2
 Cost Proposal

Various Exempt	Biologist III	\$95.13	N/A	N/A	08/25/2021	08/24/2022	\$44.00	2%	
		\$97.03			08/25/2022	08/24/2023	\$44.88		
		\$98.98			08/25/2023	08/24/2024	\$45.78		
Various Exempt	Sr. Biologist/Project Manager	\$120.10	N/A	N/A	08/25/2021	08/24/2022	\$55.55	2%	
		\$122.50			08/25/2022	08/24/2023	\$56.66		
		\$124.94			08/25/2023	08/24/2024	\$57.79		
Various Exempt	Technical Editor	\$86.48	N/A	N/A	08/25/2021	08/24/2022	\$40.00	2%	
		\$88.21			08/25/2022	08/24/2023	\$40.80		
		\$89.98			08/25/2023	08/24/2024	\$41.62		

(Add pages as necessary)

EXHIBIT A-1 - UPDATED HOURLY BILLING RATES
Effective February 1, 2025

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 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 Althouse and Meade, Inc. Prime Consultant Subconsultant

Project No. _____ Contract No. _____ Date August 24, 2021

SCHEDULE OF OTHER DIRECT COST ITEMS (Add additional pages as necessary)				
Description of Item	Quantity	Unit	Unit Cost	Total
Mileage Costs	1	mile	\$0.56	\$0.56/mile
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.

EXHIBIT A-1 - UPDATED HOURLY BILLING RATES
Effective February 1, 2025

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 1 UNBATED HOURLY BILLING RATES
Effective February 1, 2025

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 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: Dan Meade, Althouse and Meade, Inc. Title *: Principal Scientist

Signature: *Daniel E. Meade* Date of Certification (mm/dd/yyyy): 08/24/2021

Email: dan@althouseandmeade.com Phone Number: 805-237-9626

Address: 1602 Spring Street, CA 93446

* 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:

Biological and Environmental Services