# Section III – Project Approach and Work Schedule

We acknowledge the project consists of the development of engineering and architectural designs, permit applications, environmental analyses and construction oversight for the improvement and enhancement of the 1.18- acre Park and Ride facility in Geyserville. As stated in the RFP, we will complete the initial study and environmental review document to be consistent with CEQA, and surveys such as cultural resources, botanical, and wildlife surveys will be conducted to support the analysis.

**Approach Overview**

Our approach to completing the tasks and deliverables outlined in the Project RFP is to build upon the existing Master Plan developed by Questa, with extensive community input.

- With our deep familiarity and experience with the project site, Questa is uniquely positioned to assist Sonoma County Public Infrastructure in implementing the Master Plan within the aggressive timeline. We will convert the Master Plan into detailed Construction Documents by following the RFP's specified steps and procedures, including additional public outreach and engagement. Since the RFP and Addendum clearly define the scope of work, deliverables, and schedule, we will not restate them here, but we fully acknowledge and commit to delivering all components using Questa's in-house team and sub-consultants.
- The Master Plan was developed with extensive input from the local community and stakeholders and received broad support. This includes community discussions about addressing seasonal drainage and flooding issues. The consensus was to implement the plan while preserving the site's natural open space and ecological value — especially the oak woodland and lower meadow — and enhancing these areas for public use, particularly during summer months when other recreational options like school playgrounds are unavailable.
- All site grading and infrastructure will be designed to be resilient and long-lasting, using appropriate elevations and material selections to address site-specific conditions.
- We value close collaboration with the Dry Creek Rancheria Band of Pomo Indians. Their involvement will help guide the inclusion of culturally significant features such as a native plant garden for ceremonial and educational use, art and interpretive elements, and the incorporation of traditional materials where appropriate.
- Finally, we emphasize the strength and experience of the Project Team. Led by Principal-in-Charge and Project Manager Jeff Peters, with Lead Designer Margaret Henderson, the team brings decades of successful collaboration on similar public infrastructure and park

projects. Our work includes all aspects outlined in the RFP—ranging from concept planning, engineering studies, and environmental documentation, to regulatory permitting, construction documents, and construction-phase support. These efforts include the Pillar Point Public Restroom and Greenspace Project ($2–3 million over 1–2 years) and the Coyote Hills Regional Park Expansion Project, a six-year, $8 million effort that covered everything from Master Planning through construction completion.

**Master Plan Implementation Issues and Approach.** Key point for points for Geyserville project implementation:

- This project is grounded in the Master Plan, developed through extensive community engagement and aligned with local priorities.
- It aims to strike a balance between maintaining existing infrastructure and preserving and enhancing natural areas.
- Design elements will be developed in collaboration with the local Native American community to honor and reflect the site's historical and cultural heritage.
- Project infrastructure will be designed for durability and resilience.

**Grading and Drainage Approach.** The Project site is located within the 100-year floodplain of the Russian River and the lower meadow area backwater floods on a periodic basis. In addition to periodic riverine associated flooding, the site can pond incident rainfall due to prior site and adjacent neighbor grading and fill activities that have created un-drained topographic depressions as well as blocked drainage pathways, including blockages to the drainage ditch running along the SMART track Right of Way.

The Questa Master Plan team was aware of this issue during MP preparation as well as the ongoing Schaff & Wheeler Drainage Study. We were advised not to formalize drainage recommendations at the Master Plan level, pending completion of the area wide Drainage Plan. The Geyserville Drainage Plan did specifically recognize periodic flooding of the park & Ride facility, but the actual plan does not propose any drainage solutions for the immediate Project area. However, downstream drainage improvements could benefit site drainage by providing new or improved flow paths for area wide blockages.

There are some potential CEQA and regulatory permitting issues that will need to be addressed in developing the grading and drainage improvement plans:

Will placement of any floodplain filling, and drainage structures result in loss of stormwater and floodplain storage, potentially moving stored water downstream to impact adjacent or nearby areas? This appears to be a possibility if site improvements are made before area-wide Drainage Plan improvements are completed.

Will placement of fill or drainage impact any seasonal wetland areas by changing local hydrology? Will structures placed in the floodplain be resilient or subject to damage and possibly flow blockage and debris collection?
Will placement of fill, new footpaths, and drainage systems in areas of oak woodlands impact the oaks by changing hydrology or soil compaction effects, if not affecting oak health but also possibly affecting new oak replacement seedlings and stand longevity and replacement.

There are several approaches we recommend to tackling preparation of the grading and drainage plan:

- Minimize fill and drainage improvements to that necessary to meet project objectives, such as use of boardwalks and structures that minimize flow disruptions.
- Phase some of the improvements until after downstream regional drainage work has been completed
- Construct lower meadow improvements to be elevated above a specified flood level (i.e. 10-year flood or storm and use structures that are strong and resilient to flooding
- Consider coordinating with Schaff & Wheeler to use their XP-SWMMM model to determine the 2- and 10-year flood level for regulatory permitting and evaluation of impacts on downstream drainage regime.

**Pathways, Picnic Areas, Playground Issues and Approach**. The Master Plan envisioned relatively modest site improvements to these facilities, with minimum grading and fill to accommodate them, with the need to protect the open space and rural character of the oak woodland and seasonally ponded and occasionally flooded lower meadow area. The plan recognized the lower meadow area would not only pond water but also have saturated soil for extended periods during the winer and early spring months, making walking through this area difficult, with accompanying soil compaction and potential damage to the native oaks.

We do not think that any drainage plan implementation will protect the existing oaks, however the plan envisioned to elevate these areas with the use of boardwalks, or for larger areas, outdoor decks or use of geocells backfilled with small gravel to preserve the infiltration capacity of the areas, may be better suited to protect the oaks. The boardwalks could be elevated 30 inches above ground and constructed to be flood proof using either pre-engineered concrete

support members and decking (Permatrak) or constructed using Fiberglass Reinforced Polymer (FRP). State Parks and Sonoma County Regional Parks prefer an FRP boardwalk system made by Wagners, which is stronger and longer lasting than many other FRP systems and comes in a structure that has been further treated to be Fire Resistant. If the boardwalk and other structures are less than 30 inches above adjacent ground, they typically do not need railings or special structural engineering and permitting.

Play areas within the site were conceived with input from community representatives to reflect the natural habitat in the undeveloped area, balancing opportunities for active play with enjoyment of passive park features in the lower meadow. Selection of specific play apparatus would be completed with community input to reflect local user needs, and specific playground manufacturing requirements, especially as a small site. Placement of play spaces within the upper area are envisioned to be slightly lower than the adjacent parking area, with seat walls to connect and transition to play spaces. This is intended to minimize earthwork, provide separation and facilitate transition to the lower, more informal meadow and play area. An at-grade slide was proposed to link the play spaces.

**Restroom Architecture and Design Issues and Approach.** There are three typical approaches to public restroom design in a park-like setting: 1) use a pre-engineered, entirely modular building, including with built-in plumbing and electrical features, 2) custom design architecture for a building specific to site location, 3) a hybrid approach in which the pre-engineered restroom is modified by the vendor's architecture team, working closely with a Project Architect, allowing the end user to mix and match to customize to site needs and appearance goals.
We have used all three approaches. State Parks and most often Sonoma County Regional Parks use the first approach, a pre-engineered structure with selected finishes. The Questa Engineering/Ware Architect's sample Project demonstrating design and quality control attributes, (Pillar Point Restroom & Greenspace Project) used the custom design approach, as it was located on the Coastal Trail at Surfers Beach in Half Moon Bay, a highly visible location requiring a high degree of architecture design detail.

The third approach, further customizing a selected design utilizing a wide variety of design options, is recommended for Geyserville Community Plaza project as it is much quicker in design and permitting and can be more cost effective in terms of construction costs, than a custom design.

We used this approach at another recently completed project, Coyote Hills Regional Park and Public Access Project in Fremont, for East Bay Regional Park District. The pre-engineered

restroom vendor or builder, Romtec, has staff architects and engineers available to modify a typical building design to change the outer appearance/siding and roof line, the interior restroom fixture specifications and layout, and make building modifications, such as re-locating doors, adding windows of different heights and sizes. Other custom design change possibilities consistent with the Master Plan include adding additional rooms, such as a chase or storage room or covered deck. Should Sonoma County decide a fully custom architecture design is desired, then this can be accommodated also, at an additional cost and extended implementation timeline.

**CEQA Approach**. The Project RFP calls for completion of an Initial Study/Mitigated Negative Declaration (IS/MND). IS/MND completion and approval by the Sonoma County Board of Supervisors typically takes a minimum of 6-8 months after completion of a Project Description (PD). We will focus on refining the PD as an early task to allow project analysis to occur concurrent with final design.

As discussed in the Master Plan, one possible way to shorten the CEQA approval timeline is to utilize the previous Visitors Center CEQA document as a starting point and use an Addendum approach in which additional project information is identified and any technical CEQA issues such as climate change, GHG, transportation, tribal outreach, and biological and hydrological impacts are minimized and fully mitigated. The advantage of the Addendum is that the CEQA document is not publicly circulated for comment and response, but the Community is apprised of the project and potential environmental and planning issues through public outreach. We completed an addendum for the Sonoma County Regional Parks Hudeman Slough project, and it is being considered for portions of the Calabazas project.

We recommend consulting with the County's CEQA counsel to determine if an Addendum approach can be used for this project. Our fee estimate assumes a full ISMND approach (not Addendum), but the schedule assumes a traditional CEQA schedule.

**Regulatory Permitting Approach.** Achieving regulatory permit approval from the Corps of Engineers, Regional Water Board and CDFW can typically take from 6 to 10 months, and even longer if there are Endangered Species issues, requiring informal or worse yet formal consultation with the US Fish & Wildlife Service or NOAA Fisheries. Note that regulatory permits can be initiated but cannot be signed off and issued until a Notice of Completion has been filed for CEQA clearance. A simplified approach to regulatory permitting is needed if the Project is to be constructed beginning summer, 2026, and Public Bidding may potentially need to be completed after all issues have been informally agreed to but before permits are physically in hand.

Our in-depth knowledge of the site and prior field investigations indicate that there are localized seasonal wetlands and ponded areas that qualify as State Waters/Wetlands, but likely not Federal Waters/Wetlands. We do not think that the entire area that ponds water in a 10+ year storm event, such as occurred during the winters of 2023-24 and 2024-25 are all jurisdictional waters/wetlands. It is likely the Regional Board will take Section 401 or other jurisdiction over areas that pond water on a roughly 1.5-to-2-year basis. Typically, that is determined by field evidence, such as topographic and vegetation indicators of the top of ponded areas, but since we have had 2 back-to-back very wet years, field evidence may be misleading, and a hydrologic/hydraulic model may be needed. A streamlined permitting approach would mean that grading, drainage and structure placement would avoid identified wetland areas, or have a de minimis impact (less than 0.1-acre impact reporting level). Regulatory impacts could occur from not only grading and fill placement in wetlands, but also from drainage improvements, if they materially change wetlands hydrology, such as depth and duration of ponding and soil saturation.

The pre-engineered restroom designer, (e.g. Romtec) working closely with Questa Team architects and engineers, has extensive experience in terms of local building code adherence and approval, including meeting all ADA related codes and requirements.
The Questa Team proposed Fees are based on the recommended approach (modify pre-engineered design) but can be revised depending on which approach Sonoma County selects.

## A. Methodology

Successful performance requires a multi-disciplinary planning and design team lead by an experienced team leader who has the capability, qualifications, and proven experience in all the individual work tasks, in addition to dedication, and recognition of the importance of putting the client's interests first and foremost in everything associated with a project. Overall Principals-In-Charge, and Senior Project Managers, Mr. Jeffrey Peters and Principal Civil Engineer, Mr. Sydney Temple, P.E., are hands-on managers to guide the implementation effort.

Questa Engineering has assembled a highly qualified team, consisting of Questa staff and subcontractors Leonard Charles & Associates for CEQA and IS/MND; Sol Ecology for Biological Resources; Geoffrey Horneck for Noise, Vibration, Air Quality and GHG; Alta for Cultural Resources; W-Trans for Traffic; MCE for Civil Engineering (Surveying, Grading, Utilities, Drainage); Pearce Services for Electrical Engineering; and Ware Associates for Architecture and Structural Engineering, to undertake all the tasks and sub-tasks identified in the Scope of Work.

In terms of general approach, we know that it is very important in terms of timeline efficiency, cost effectiveness, and design quality control to closely follow established engineering design methods and procedures manuals. RFP.

**Design Approach:** Our typical civil engineering and bio-engineering design process and approach typically proceeds through the following steps and processes:

1. Site investigations and analysis, in which we gather and evaluate existing information, complete site hydrologic/hydraulic and engineering analysis following Corps of Engineers and FHWA procedures, complete topographic, geomorphic, and geotechnical investigations, and prepare appropriate Technical Memo's on Results, Findings and Recommendations.
2. Alternatives Analysis, including Feasibility Studies (which Questa did for the Geyserville Community Plaza Master Plan project in 2022), in which we explore various design alternatives to achieve stated project goals and objectives, Feasibility testing includes a review of engineering and construction feasibility, environmental issues, risk analysis, operations, maintenance and durability assessments, and financial feasibility, including cost analysis and comparisons with comparable structures, capital and grant budgets, and on-occasion, Cost-Benefit Analysis.
3. Alternatives Screening, Selection and Concept Design, in which alternatives are further screened, discussed with the client, stakeholders, and the public and then refined. A planning level cost is most often developed for the alternatives and updated once the preferred option is selected and refined. The Concept Plan typically represents about the 10% design.
4. Design Development, in which the 10-20% Concept design is progressively developed where more detail is added. Typically Design Development progresses through the 30-35%, 60-75%, and 90-95% design milestone completion stages, with design progress meetings held with the client at each milestone submittal. Depending on the project, environmental review, and project permitting can often be initiated at between the 50% and 70% completion stages.

We recommend client progress meetings at each milestone submittal, and facilitate the Progress Meetings with a clear Agenda, including questions, problems/issues, and potential solutions, and requests for direction and clarification, meeting notes with Action Items, and follow up on Action Items. Cost Estimates and Technical Specifications are updated with each milestone submittal. Value Engineering and Quality Control are also important components of the design development process. Concepts for erosion control, and stormwater management, including stormwater

retention/detention from impervious areas following Regional Board and County C3 and SUSUMP guidelines, along with the draft SWPPP are also developed at this stage.

5. Final Design and Construction Bid Documents. We work closely with the client in preparing the Construction Bid Package, including reviewing, and recommending changes and modifications where appropriate to the General and Technical Provisions and Standard Specifications and any Special Provisions and Bid Sheets. We have developed our own library of technical drawings, details, and specifications.

6. Bid Assistance and Construction Services Assistance. We provide complete construction assistance, including preparing for and attending pre-bid field meetings, answering questions, and providing responses to RFIs during public bidding, and providing bid tabulation and comparison. During the construction stage, we can provide either occasional key point inspection or full-service construction management, including review of change orders, progress invoices and submittals reviews and construction quality control inspections. This includes reviewing progress payment requests, change order review, and design clarifications.

Questa staff will be supplemented primarily by Ware Associates for special inspections.

Using the above methods and procedures, we believe we have developed a very successful track record in timely and cost-effectively conducting a project from problem identification and site investigations through alternatives screening and concept plan development, public meeting facilitation and environmental review, permitting, design development, final design and construction.

## B. Schedule

This section presents the proposed work schedule, including annotated key Milestone completion dates and followed by a Bar Chart schedule using the task list presented in the RFP. The RFP requested an aggressive schedule with completion of the CEQA review by early Spring and having all permits and Construction Documents in hand with Public Bidding and Project Constriction initiation during the early summer and continuing into fall 2026 and completion by the end of December 2026. To achieve this requested timeline, we are proposing to expedite CEQA review and clearance by completing the CEQA document as an Addendum to the certified 2002 Park & Ride Facility IS MND. This approach will require approval by the County CEQA review attorney, but as an Addendum, it will not necessarily require circulation as a public review draft. The public would be involved and comment on the draft Plan through MAC meetings and through web postings. This approach, if approved, would save approximately 2 ½-3 months of review and

comment/response time. The Addendum would still be presented to the Sonoma County Environmental Review Committee and the Board of Supervisors.

The second approach to an aggressive schedule our proposal takes is by minimizing the grading and drainage plans and avoiding and minimizing impacts to wetlands, oak woodlands and waters of the US and CA. As preparers of the Master Plan, we believe this is consistent with the desires of the Geyserville area community of preserving the rural character of the lower meadow and oak woodland and minimizing impacts using modest drainage improvements and elevating play areas and pathways. It is possible that some of the drainage improvements needed could be deferred to a future phase, coincident with other drainage improvements planned for the Geyserville area as presented in the Geyserville Drainage Plan.

The third approach involves a proposed expedited way to achieve design and construction of a public restroom by selecting a pre-engineered restroom vendor who has a staff of architects that can modify and customize their stock plans to meet California code requirements and local aesthetics considerations and community needs. Both Questa Engineering and the project architect, Ware & Associates, have worked with Romtec, one such vendor, on several projects for East Bay Regional Park District. Some of the ideas and concepts developed for the Park District can be readily utilized and further modified for the Geyserville Community Plaza project.

**Annotated Milestone Completion Summary**

| **Work Task Description** | **Milestone Completion Date** |
|---|---|
| 1. Kickoff & Initial Site Evaluation and Tech. Studies | mid-Sept. 2025 |

- Prepare Memo to County Attorney on proposed CEQA Approach – (Addendum to 2002 Park & Ride CEQA doc.)
- Complete Bio Assessment and Aquatic Resources Delineation
- Complete Hydrologic Impact Assessment to determine potential for grading/drainage plan downstream impacts and impacts on wetlands and oaks from hydro-modification. Determine if Drainage Improvements need to be phased with Regional Drainage implementation or mitigation/detention storage increases along SMART drainage. Consider mitigation as riparian planting along SMART drainage as compensation.
- Host Corps of Engineers, Regional Board, CDFW field meeting to verify regulatory jurisdictions; note - Corps wetland jurisdiction and impacts expected to be minimal and avoided, impacts to Waters of CA anticipated, may require mitigation along SMART drainage as noted above, CDFW likely limited jurisdiction/ mostly anticipated comments during CEQA review.

- USFWS/NMFS informal consultation unlikely, possibly Special Status Bats?
- Verify Utilities, request service letter and work schedule
- Complete boundary and topographic survey focused on depressional features and drainage connection to SMART drainageway.

2. Preliminary Design & Alternatives Development & Selection late Sept.-mid Oct. 2025

- Develop preliminary grading and drainage alternatives. Plan scope dependent on extent of drainage improvements permissible without causing significant downstream hydrologic or wetlands and oak woodland impacts
- Select Restroom Vendor & building type/model, develop alternatives and amenities with Vendor architect and MAC input.
- Determine extent of playground & visitor serving feasibility needs through MAC review of range of contrasting alternatives (3)
- Pathways, play areas etc. to be elevated and floodproofed, use resilient and permeable surfaces such as pre-engineered concrete elevated boardwalk, or FRP boardwalk.
- Present alternatives to the public at MAC meetings to help select preferred alternative.

3. Initiate Work on CEQA & Permits mid-November 2025

- Develop Project Description and Preferred Concept Plan for CEQA and permitting. Focus on use of avoidance and minimization measures and limit impacts to wetlands and oaks through well thought out grading and drainage plan with built in mitigation as part of project proposal.
- Initiate work on additional CEQA and permitting technical studies as needed; traffic noise Green House Gases/Air Quality.
- Complete Historic and Cultural Resources Studies.
- Prepare draft permit applications

4. Outreach & Coordination Initiate Nov., On-going throughout Project

- Develop Project Materials for web posting & virtual meetings and through additional MAC meetings, update periodically. (Four (4) meetings anticipated, possible virtual work throughout)
- MAC coordination meetings to select and advance Preferred Alternative
- Assist client in tribal outreach, including government to government coordination.
- Invite representatives of the Dry Creek Rancheria Band of Pomo Indians to participate in design process, native garden, traditional shade structure design, artwork, interpretive panel, etc.

5. Progressive Design Development late November 2025- March 2026

- Continue to develop preferred (20%) Concept Plan through Design Development stages of 30%, 60%, and 90% design. Initiate work on Technical Specifications/Special Provisions using Cal Trans Standards, including Bid Schedule and Engineers Estimate of Probable Construction Costs.

6. CEQA (Addendum) Review & Completion late April-early May 2026

- Complete the CEQA review with presentations to MAC, and the Environmental Review Committee
- Complete draft permit applications focused on Regional Board, and Corps and CDFW as needed. Work includes presentations at Inter-agency pre-application meetings. Finalize applications per Agency input and prepare Habitat Mitigation Monitoring Plan, as needed. This might include increasing the conveyance and detention storage of the SMART drainage ditech, constructing an in-channel riparian planting bench, for example.

7. Final Corps, CDFW, North Coast RWQCB 401 Certification early April 2026

8. Final Design, PS&E, SWPPP/ LID & Stormwater late April 2026

9. Finalize Construction Documents early-June 2026

- Finalize Construction Documents, including Front End and coordinate advertising and public Bid.

10. Public Bid & Contracting Period late June-July 2026

- Assist in answering RFIs and other questions and clarifications, prepare Bid Addendums as necessary.

11. Construction Initiation Progress & Inspections mid-August 2026

- Ease of Inspections facilitated by proximity of Engineer, Munselle Inc.

12. Contractor Notification of Substantial Completion & Punchlist late November 2026

- Completion of all inspections and punch list items

13. Engineers' Letter of Acceptance early December 2026

And Building Official Notice of Occupancy & As-built Plan

14. Board of Supervisors Acceptance & Public Opening mid-December 2026

- Grand opening and ribbon cutting prior to Holidays!

## Figure 1: Project Schedule- Geyserville Community Plaza Project

| Years | 2025 | | | | | | | | 2026 | | | | | | | | | | | | | | | | | | | | 2027 | |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| **Months** | Oct | | Nov | | Dec | | Jan | | Feb | | Mar | | Apr | | May | | Jun | | Jul | | Aug | | Sep | | Oct | | Nov | | Dec | | Jan | |
| **Weeks After Notice to Proceed** | 2 | 4 | 6 | 8 | 10 | 12 | 14 | 16 | 18 | 20 | 22 | 24 | 26 | 28 | 30 | 32 | 34 | 36 | 38 | 40 | 42 | 44 | 46 | 48 | 50 | 52 | 54 | 56 | 58 | 60 | 62 | 64 |
| **Task 1 - Project Initiation** | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 1.1 - Site walk | M | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 1.2 - Prepare Schedule with milestones | D | F | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 1.3 - Establish Communication channels | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| **Task 2 - Meetings** | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 2.1 - Bi-monthly team Progress meetings | M | | M | | M | | M | | M | | M | | M | | M | | M | | M | | | | M | | M | | M | | M | M | | M |
| 2.2 - Prepare agenda and meeting Notes/Action Items | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 2.3 - Community Outreach - 4 in-person/ virtual meetings | | | M | | | M | | | | M | | | M | | | | | | | | | | | | | | | | | | | |
| **Task 3 - Schematic Design** | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 3.1 – Develop alternative schematic site designs w/ cost estimates | | | | D | F | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 3.2 – Develop civil engineering grading and utility plans-20% | | | | D | F | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 3.3 – Develop landscape and irrigation improvement plans-20% | | | | D | F | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 3.4 – Develop structural, mechanical, and electrical design-20% | | | | D | F | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 3.5 – Develop architectural drawings-20% | | | | D | F | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 3.6 – Present 20% schematic design to the County for review | | | | | | D | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 3.7 – Modifiy 20% to obtain Schematic Design approval | | | | | | | F | | | | | | | | | | | | | | | | | | | | | | | | | |
| **Task 4 - Design Development** | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 4.1 – Refine design of Site Plan, Architectural & Engineering Plans | | | | | | | | | D | | F | | | | | | | | | | | | | | | | | | | | | |
| 4.2 – Preliminary material and equipment selections for review | | | | | | D | F | | | | | | | | | | | | | | | | | | | | | | | | | |
| 4.3 – See Optional Tasks Below | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 4.4 – Develop mechanical, plumbing, and electrical systems | | | | | | | | D | F | | | | | | | | | | | | | | | | | | | | | | | |
| 4.5 – Prepare Topographic & Boundary Surveys | | D | F | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 4.6 – Prepare Storm Water Prevention Pollution Plan (SWPPP) | | | | | | | | | | | | | | | D | | F | | | | | | | | | | | | | | | |
| 4.7 – Prepare Stormwater Low Impact Development Submittal | | | | | | | | | D | | | | F | | | | | | | | | | | | | | | | | | | |
| 4.8 – Prepare preliminary Furniture, Fixtures, and Equipment (FFE) matrix | | | | | | | | | D | | | | F | | | | | | | | | | | | | | | | | | | |
| 4.9 – Prepare Construction Documents (plans and special provisions) | | | | | | | | | | | | | | | D | | F | | | | | | | | | | | | | | | |
| 4.10 – See Optional Tasks Below | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 4.11 – Prepare submittals for County Design Development Review | | | | | | | | | | | | | | | D | F | | | | | | | | | | | | | | | | |
| **Task 5 - Construction Documents** | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 5.1 Prepare Consstr. Docs (PS&E) @ 30%, 60%, 90%, 100%) | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 5.1a. 30% Plans | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 5.1b. 60% Plans | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 5.1c. 90% Plans | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 5.1d. 100% Plans | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 5.2 – Submit plans for Building Permit plan check - & revise Plans | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 5.3 – Provide Construction Cost Estimates (30%, 60%, 90%, & 100%) | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 5.4 – Provide construction oversight (construction support engineering) | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | F |
| **Task 6 - Environmental** | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 6.1 – Prepare Initial Study and Mitigated Negative Declaration (Addendum) | | | | | | | | | | | | | | | D | | F | | | | | | | | | | | | | | | |
| 6.2 – Conduct CEQA/ Permit Tech. studies | | | | | | | | | | | | | D | F | | | | | | | | | | | | | | | | | | |
| 6.2a. Air Quality & Greenhouse Gas Impact Assessment | | | | | | | | | | | | | D | F | | | | | | | | | | | | | | | | | | |
| 6.2b. Noise Impact Assessment | | | | | | | | | | | | | D | F | | | | | | | | | | | | | | | | | | |
| 6.2c. Initial Site Assessment | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 6.2d. Preliminary Foundation Report (Hydro/Geo./soils CEQA sect.) | | | | | D | F | | | | | | | | | | | | | | | | | | | | | | | | | | |
| | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 6.2f. Historical Resources Tech Memo (Sec. 106 &CEQA sect.) | | | | | | | D | | | | | | F | | | | | | | | | | | | | | | | | | | |
| 6.2g. Archaeological/Paleontological Report (Sec. 106) | | | | | | | D | | | | | | F | | | | | | | | | | | | | | | | | | | |
| 6.2h. Visual Impact Assessment | | | | | | | | | | | D | | F | | | | | | | | | | | | | | | | | | | |
| 6.2i. Traffic Analysis (VMT- min. impact) | | | | | | | | | | | D | | F | | | | | | | | | | | | | | | | | | | |
| 6.2j. Aquatic Resource Delineation Report (Wetlands) | | | | D | | F | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 6.3 – Attend Environmental Review Committee/ Board of Supervs hearing | | | | | | | | | | | | | | | | | | M | | | | | | | | | | | | | | |
| **Task 7 - Permit Applications** | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 7.1 – Prepare CDFW 1602 Stream Alteration Agreement application | | | | | | | | | | | | | | | D | | | | F | | | | | | | | | | | | | |
| 7.2 – Prepare 401 Water Quality Cert, application - North Coast RWQCB | | | | | | | | | | | | | | | D | | | | F | | | | | | | | | | | | | |
| 7.3 – Prepare Section 404 Permit application - US A rmy Corps Engr. | | | | | | | | | | | | | | | D | | | | F | | | | | | | | | | | | | |
| 7.4 – Prepare Bio Resource Assemnt (BRA ) for USFWS/NMFS BO | | | | | D | F | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 7.5 – Provide NEPA assistance | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| **Task 8 - Geotechnical Investigation (Optional Task)** | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 8.1 – Please see Optional Tasks below | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| **OPTIONAL TASKS - Upon County Approval** | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Task 4.3 Updated design rendering and Virtual Reality Walkthrough | | | | D | F | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Task 4.10 – Complete EV Charging Assessment | | | | D | F | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| **Task 8 - Geotechnical Investigation** | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 8.1 – Conduct geotechl investigation w/ soil testing - Geotech Report | | | D | F | | | | | | | | | | | | | | | | | | | | | | | | | | | | |

**M = Meetings**
**D = Draft Deliverable**
**F = Final Deliverable**

**oposal Fees**

| | Prime | Subcontractor | Subcontractor | Subcontractor | Subcontractor | 2nd Tier Sub | 2nd Tier Sub | 2nd Tier Sub | 2nd Tier Sub | |
|---|---|---|---|---|---|---|---|---|---|---|
| | **Questa** | **MCE** | **Pearce** | **Ware** | **LCA** | **Alta** | **Sol Ecol** | **G. Hornek** | **W-Trans** | |
| **Description** | PM, Geotech, Design | Civil Engineering | Electrical Engineering | Archtecture | CEQA | Cultural | Biology | Noise, Vibration, GHG Air Qual | Traffic | Fee |
| | 6,789.00 | $ 3,930.00 | $ 2,325.00 | $ - | | | | | | $ 13,044.00 |
| | 18,512.00 | $ 3,060.00 | $ 2,850.00 | $ - | | | | | | $ 24,422.00 |
| | 13,930.00 | $ 22,025.00 | $ 4,750.00 | $ 17,880.00 | | | | | | $ 58,585.00 |
| | 28,450.00 | $ 31,530.00 | $ 6,700.00 | $ 27,480.00 | | | | | | $ 94,160.00 |
| | 43,438.00 | $ 30,140.00 | $ 17,750.00 | $ 4,320.00 | | | | | | $ 95,648.00 |
| | 21,177.00 | $ - | $ 2,125.00 | $ - | $ 37,250.50 | $ 4,141.00 | $ 19,730.00 | $ 4,400.00 | $ 6,915.00 | $ 95,738.50 |
| | 21,998.00 | $ - | $ - | $ - | | | | | | $ 21,998.00 |
| | | **90,684.53** | **$ 36,500.55** | **$ 49,679.90** | **$ 37,250.64** | **$ 4,140.96** | **$ 19,729.80** | **$ 4,400.56** | **$ 6,915.05** | **$ 403,595.99** |
| | | $ - | | | | | | | | |
| | 500.00 | | | | | | | | | $ 500.00 |
| | 1,500.00 | | | | | | | | | $ 1,500.00 |
| | 2,000.00 | | | | | | | | | $ 2,000.00 |
| | 6,000.00 | | | | | | | | | $ 6,000.00 |
| | | | | | $ 8,426.83 | | | | | $ 8,426.83 |
| | | | | | | | | | | $ 25,980.25 |
| | | **90,684.53** | **$ 36,500.55** | **$ 49,679.90** | **$ 45,677.47** | **$ 4,140.96** | **$ 19,729.80** | **$ 4,400.56** | **$ 6,915.05** | **$ 448,003.07** |
| | | | | | | | | | | |
| | | | | | | | | | | |
| Task 4.3 – Prepare updated design rendering and | $ 7,270.00 | | | | | | | | | $ 7,270.00 |
| Task 4.10 – Complete EV Charging Assessment | 940.00 | | $ 3,350.00 | | | | | | | $ 4,290.00 |
| 8.1 – Conduct geotechnical investigation w/ soil testing | 6,830.00 | | | | | | | | | $ 6,830.00 |
| | | | | $ 37,000.00 | | | | | | $ 37,000.00 |
| | | **-** | **$ 3,350.00** | **$ 37,000.00** | **$ -** | **$ -** | **$ -** | **$ -** | **$ -** | **$ 55,390.00** |
| | | | | | | | | | | |
| **Total Fee** | | | | | | | | | | **$ 503,393.45** |

# EXHIBIT 10-H1 COST PROPOSAL Page 1 OF 3

**COST-PLUS-FIXED FEE OR LUMP SUM OR FIRM FIXED PRICE CONTRACTS**

(DESIGN, ENGINEERING AND ENVIRONMENTAL STUDIES)

**Note: Mark-ups are Not Allowed** ☑ **Prime Consultant** ☐ **Subconsultant** ☐ **2nd Tier Subconsultant**

**Consultant** **Questa Engineering Corporation**

Project No. 21CP40048AA Contract No. TBD Date 8/6/2025

**DIRECT LABOR**

| Classification/Title | Name | Hours | Actual Hourly Rate | Total |
|---|---|---|---|---|
| Principal-In-Charge/ PM | Jeffrey Peters* | 164 | $74.21 | $12,170.44 |
| Principal Engineer | Sydney Temple* | 68 | $71.19 | $4,840.92 |
| Sr. Engineering Geologist | Willard Hopkins* | 22 | $63.10 | $1,388.20 |
| Sr. Landscape Architect | Margaret Henderson* | 208 | $56.28 | $11,706.24 |
| Staff L.A / Engineer / Geologist | Oliver Reyes/Kay Tang* | 136 | $44.55 | $6,058.80 |
| Biologist/ Assistant PM | Hana Bauguess* | 107 | $42.25 | $4,520.75 |
| GIS/ CAD/ Graphics/ Tech. Staff | Minh Ngo* | 84 | $41.09 | $3,451.56 |
| | | | | $0.00 |
| | | | | $0.00 |

**LABOR COSTS**

a) Subtotal Direct Labor Costs $44,136.91

b) Anticipated Salary Increases (see page 2 for calculation) $993.08

**c) TOTAL DIRECT LABOR COSTS [(a) + (b)]** $45,129.99

**INDIRECT COSTS**

d) Fringe Benefits (Rate: 18.00% ) e) Total Fringe Benefits [(c) x (d)] $8,123.40

f) Overhead (Rate: 154.00% ) g) Overhead [(c) x (f)] $69,500.19

h) General and Administrative (Rate: 38.81% ) i) Gen & Admin [(c) x (h)] $17,514.05

j) **TOTAL INDIRECT COSTS** [(e) + (g) + (i)] $95,137.63

**FIXED FEE** (Rate: 10.00% ) k) **TOTAL FIXED FEE** [(c) + (j)] x Fixed Fee] $14,026.76

l) **CONSULTANT'S OTHER DIRECT COSTS (ODC) – ITEMIZE (Add additional pages if necessary)**

| Description of Item | Quantity | Unit | Unit Cost | Total |
|---|---|---|---|---|
| Printing, Reproductions & Postage | 500 | lump sum | $ 1.00 | $500.00 |
| Travel, Misc Supplies & Materials | 1500 | lump sum | $ 1.00 | $1,500.00 |
| Web Page & Outreach Materials | 2000 | lump sum | $ 1.00 | $2,000.00 |
| Geotechnical Drilling & Lab Fees | 6000 | lump sum | $ 1.00 | $6,000.00 |
| CEQA Expenses | 8426.83 | lump sum | $ 1.00 | $8,426.83 |
| 10% Administrative Fee on Subcontractors | 25980.25 | lump sum | $ 1.00 | $25,980.25 |

l) **TOTAL OTHER DIRECT COSTS** $44,407.08

**m) SUBCONSULTANTS' COSTS (Add additional pages if necessary)**

| | |
|---|---|
| Muncelle Civil Engineering | $ 90,684.53 |
| Pearce Services | $ 36,500.55 |
| Ware | $ 49,679.90 |
| Leonard Charles & Associates | $ 37,250.64 |
| Alta (labor only. expenses included in CEQA line 43) | $ 4,140.96 |
| Sol Ecology | $ 19,729.80 |
| Geoff Hornek | $ 4,400.56 |
| W-Trans | $ 6,915.05 |
| OPTIONAL TASKS | |

| | | |
|---|---|---|
| Task 4.3 – Prepare updated design rendering and conduct Virtual Reality Walkthrough | $ | 7,270.00 |
| Task 4.10 – Complete EV Charging Assessment | $ | 4,290.00 |
| 8.1 – Conduct geotechnical investigation w/ soil testing & report | $ | 6,830.00 |
| Custom Restroom Option ($12K for MEP, $15K for Cost Estimation, Miscellaneous Costs $10K) | $ | 37,000.00 |
| **m) TOTAL SUBCONSULTANTS' COSTS** | $ | 304,691.99 |
| n) **TOTAL OTHER DIRECT COSTS INCLUDING SUBCONSULTANTS** [(l)+(m)] | | $349,099.07 |
| **TOTAL COST** [(c) + (j) + (k) + (n)] | | $503,393.45 |

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. 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.
3. Anticipated salary increases calculation (page 2) must accompany.

**COST-PLUS-FIXED FEE OR LUMP SUM OR FIRM FIXED PRICE CONTRACTS**

(CALCULATIONS FOR ANTICIPATED SALARY INCREASES)

**1. Calculate Average Hourly Rate for 1st year of the contract (Direct Labor Subtotal divided by total hours)**

| Direct Labor Subtotal per Cost Proposal | | Total Hours per Cost Proposal | | Avg Hourly Rate | 5 Year Contract Duration |
|---|---|---|---|---|---|
| $44,136.91 | | 589 | = | $74.94 | Year 1 Avg Hourly Rate |

**2. Calculate hourly rate for all years (Increase the Average Hourly Rate for a year by proposed escalation %)**

| | Avg Hourly Rate | | Proposed Escalation | | | |
|---|---|---|---|---|---|---|
| Year 1 | $74.94 | + | 3.0% | = | $77.18 | Year 2 Avg Hourly Rate |
| Year 2 | $77.18 | + | 3.0% | = | $79.50 | Year 3 Avg Hourly Rate |
| Year 3 | $79.50 | + | 3.0% | = | $81.88 | Year 4 Avg Hourly Rate |
| Year 4 | $81.88 | + | 3.0% | = | $84.34 | Year 5 Avg Hourly Rate |
| Year 5 | $84.34 | + | 3.0% | = | $86.87 | Year 6 Avg Hourly Rate |
| Year 6 | $86.87 | + | 3.0% | = | $89.48 | Year 7 Avg Hourly Rate |

**3. Calculate estimated hours per year (Multiply estimate % each year by total hours)**

| | Estimated % Completed Each Year | | Total Hours per Cost Proposal | | Total Hours per Year | |
|---|---|---|---|---|---|---|
| Year 1 | 25.00% | * | 589.0 | = | 147.3 | Estimated Hours Year 1 |
| Year 2 | 75.00% | * | 589.0 | = | 441.8 | Estimated Hours Year 2 |
| Year 3 | 0.00% | * | 589.0 | = | 0.0 | Estimated Hours Year 3 |
| Year 4 | 0.00% | * | 589.0 | = | 0.0 | Estimated Hours Year 4 |
| Year 5 | 0.00% | * | 589.0 | = | 0.0 | Estimated Hours Year 5 |
| Year 6 | 0.00% | * | 589.0 | = | 0.0 | Estimated Hours Year 6 |
| Total | 100% | | Total | = | 589.0 | |

**4. Calculate Total Costs including Escalation (Multiply Average Hourly Rate by the number of hours)**

| | Avg Hourly Rate (calculated above) | | Estimated hours (calculated above) | | Cost per Year | |
|---|---|---|---|---|---|---|
| Year 1 | $74.94 | * | 147.3 | = | $11,034.23 | Estimated Hours Year 1 |
| Year 2 | $77.18 | * | 441.8 | = | $34,095.76 | Estimated Hours Year 2 |
| Year 3 | $79.50 | * | 0.0 | = | $0.00 | Estimated Hours Year 3 |
| Year 4 | $81.88 | * | 0.0 | = | $0.00 | Estimated Hours Year 4 |
| Year 5 | $84.34 | * | 0.0 | = | $0.00 | Estimated Hours Year 5 |
| Year 6 | $86.87 | * | 0.0 | = | $0.00 | Estimated Hours Year 6 |
| | Total Direct Labor Cost with Escalation | | | = | $45,129.99 | |
| | Direct Labor Subtotal before Escalation | | | = | $44,136.91 | |
| | Estimated total of Direct Labor Salary Increase | | | = | **$993.08** | Transfer to Page 1 |

NOTES:

1. This is not the only way to estimate salary increases. Other methods will be accepted if they clearly indicate the % increase, the # of years of the contract, and a breakdown of the labor to be performed each year.
2. An estimation that is based on direct labor multiplied by salary increase % multiplied by the # of years is not acceptable.
(i.e. $250,000 x 2% x 5 yrs = $25,000 is not an acceptable methodology)
3. This assumes that one year will be worked at the rate on the cost proposal before salary increases are granted.
4. Calculations for anticipated salary escalation must be provided.

**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:

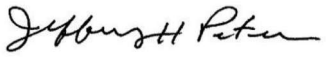
1 Generally Accepted Accounting Principles (GAAP)
2 Terms and conditions of the contract
3 Title 23 United States Code Section 112 - Letting of Contracts
4 48 Code of Federal Regulations Part 31 - Contract Cost Principles and Procedures
5 23 Code of Federal Regulations Part 172 - Procurement, Management, 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: Jeffrey Peters Title *: President

Signature :  Date of Certification (mm/dd/yyyy): 8/6/2025

Email: jpeters@questaec.com Phone Number: 707-484-6826

Address: 1220 Brickyard Cove road, Suite 206, Point Richmond, CA 94801

*An individual executive or financial officer of the consultant's or subconsultant's organization at a level no lower than a Vice President or a Chief Financial Officer, or equivalent, who has authority to represent the financial information utilized to establish the cost proposal for the contract.

List services the consultant is providing under the proposed contract:

| |
|---|
| Prime Contractor in charge of Project Management, Engineering and Landscape Design, Geotechnical and Q&A. |

# EXHIBIT 10-H1 COST PROPOSAL Page 1 OF 3

**COST-PLUS-FIXED FEE OR LUMP SUM OR FIRM FIXED PRICE CONTRACTS**

(DESIGN, ENGINEERING AND ENVIRONMENTAL STUDIES)

**Note: Mark-ups are Not Allowed** ☐ **Prime Consultant** ☑ **Subconsultant** ☐ **2nd Tier Subconsultant**

**Consultant** **Munselle Civil Engineering**

Project No. 21CP40048AA Contract No. _____ Date 8/4/2025

**DIRECT LABOR**

| Classification/Title | Name | Hours | Actual Hourly Rate | Total |
|---|---|---|---|---|
| Principal Engineer | Cort Munselle* | 27 | $69.23 | $1,869.21 |
| Project Manager | Geronimo Guevara* | 181 | $62.50 | $11,312.50 |
| Professional Land Surveyor | Steve Klein* | 20 | $69.23 | $1,384.60 |
| Engineer | Elia Rodriguez* | 58 | $52.00 | $3,016.00 |
| Engineer | Raul Fernandez* | 169 | $36.00 | $6,084.00 |
| | | | | $0.00 |
| | | | | $0.00 |
| | | | | $0.00 |
| | | | | $0.00 |
| | Total hrs | 455 | | |

**LABOR COSTS**

a) Subtotal Direct Labor Costs $23,666.31

b) Anticipated Salary Increases (see page 2 for calculation) $532.49

**c) TOTAL DIRECT LABOR COSTS [(a) + (b)]** $24,198.80

**INDIRECT COSTS**

d) Fringe Benefits (Rate: 70.00% ) e) Total Fringe Benefits [(c) x (d)] $16,939.16

f) Overhead (Rate: 70.00% ) g) Overhead [(c) x (f)] $16,939.16

h) General and Administrative (Rate: 79.83% ) i) Gen & Admin [(c) x (h)] $19,317.90

j) **TOTAL INDIRECT COSTS** [(e) + (g) + (i)] $53,196.23

**FIXED FEE** (Rate: 10.00% ) k) **TOTAL FIXED FEE** [(c) + (j)] x Fixed Fee] $7,739.50

l) **CONSULTANT'S OTHER DIRECT COSTS (ODC) – ITEMIZE (Add additional pages if necessary)**

| Description of Item | Quantity | Unit | Unit Cost | Total |
|---|---|---|---|---|
| Mileage Costs | 1000 | mile | $ 0.75 | $750.00 |
| Miscellaneous Supplies | 4800 | lump sum | $ 1.00 | $4,800.00 |
| Special Deliveries | 0 | each | $ - | $0.00 |

l) **TOTAL OTHER DIRECT COSTS** $5,550.00

**m) SUBCONSULTANTS' COSTS (Add additional pages if necessary)**

_____

_____

**m) TOTAL SUBCONSULTANTS' COSTS** $ -

n) **TOTAL OTHER DIRECT COSTS INCLUDING SUBCONSULTANTS** [(l)+(m)] $5,550.00

**TOTAL COST** [(c) + (j) + (k) + (n)] $90,684.53

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. 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.
3. Anticipated salary increases calculation (page 2) must accompany.

**COST-PLUS-FIXED FEE OR LUMP SUM OR FIRM FIXED PRICE CONTRACTS**

(CALCULATIONS FOR ANTICIPATED SALARY INCREASES)

**1. Calculate Average Hourly Rate for 1st year of the contract (Direct Labor Subtotal divided by total hours)**

| Direct Labor Subtotal per Cost Proposal | Total Hours per Cost Proposal | | Avg Hourly Rate | 5 Year Contract Duration |
|---|---|---|---|---|
| $23,666.31 | 455 | = | $52.01 | Year 1 Avg Hourly Rate |

**2. Calculate hourly rate for all years (Increase the Average Hourly Rate for a year by proposed escalation %)**

| | Avg Hourly Rate | | Proposed Escalation | | | |
|---|---|---|---|---|---|---|
| Year 1 | $52.01 | + | 3.0% | = | $53.57 | Year 2 Avg Hourly Rate |
| Year 2 | $53.57 | + | 3.0% | = | $55.18 | Year 3 Avg Hourly Rate |
| Year 3 | $55.18 | + | 3.0% | = | $56.84 | Year 4 Avg Hourly Rate |
| Year 4 | $56.84 | + | 3.0% | = | $58.54 | Year 5 Avg Hourly Rate |
| Year 5 | $58.54 | + | 3.0% | = | $60.30 | Year 6 Avg Hourly Rate |
| Year 6 | $60.30 | + | 3.0% | = | $62.11 | Year 7 Avg Hourly Rate |

**3. Calculate estimated hours per year (Multiply estimate % each year by total hours)**

| | Estimated % Completed Each Year | | Total Hours per Cost Proposal | | Total Hours per Year | |
|---|---|---|---|---|---|---|
| Year 1 | 25.00% | * | 455.0 | = | 113.8 | Estimated Hours Year 1 |
| Year 2 | 75.00% | * | 455.0 | = | 341.3 | Estimated Hours Year 2 |
| Year 3 | 0.00% | * | 455.0 | = | 0.0 | Estimated Hours Year 3 |
| Year 4 | 0.00% | * | 455.0 | = | 0.0 | Estimated Hours Year 4 |
| Year 5 | 0.00% | * | 455.0 | = | 0.0 | Estimated Hours Year 5 |
| Year 6 | 0.00% | * | 455.0 | = | 0.0 | Estimated Hours Year 6 |
| Total | 100% | | Total | = | 455.0 | |

**4. Calculate Total Costs including Escalation (Multiply Average Hourly Rate by the number of hours)**

| | Avg Hourly Rate (calculated above) | | Estimated hours (calculated above) | | Cost per Year | |
|---|---|---|---|---|---|---|
| Year 1 | $52.01 | * | 113.8 | = | $5,916.58 | Estimated Hours Year 1 |
| Year 2 | $53.57 | * | 341.3 | = | $18,282.22 | Estimated Hours Year 2 |
| Year 3 | $55.18 | * | 0.0 | = | $0.00 | Estimated Hours Year 3 |
| Year 4 | $56.84 | * | 0.0 | = | $0.00 | Estimated Hours Year 4 |
| Year 5 | $58.54 | * | 0.0 | = | $0.00 | Estimated Hours Year 5 |
| Year 6 | $60.30 | * | 0.0 | = | $0.00 | Estimated Hours Year 6 |
| | Total Direct Labor Cost with Escalation | | | = | $24,198.80 | |
| | Direct Labor Subtotal before Escalation | | | = | $23,666.31 | |
| | Estimated total of Direct Labor Salary Increase | | | = | **$532.49** | Transfer to Page 1 |

NOTES:

1. This is not the only way to estimate salary increases. Other methods will be accepted if they clearly indicate the % increase, the # of years of the contract, and a breakdown of the labor to be performed each year.
2. An estimation that is based on direct labor multiplied by salary increase % multiplied by the # of years is not acceptable.
(i.e. $250,000 x 2% x 5 yrs = $25,000 is not an acceptable methodology)
3. This assumes that one year will be worked at the rate on the cost proposal before salary increases are granted.
4. Calculations for anticipated salary escalation must be provided.

**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: | Cort Munselle | Title *: | President |
| Signature : |  | Date of Certification (mm/dd/yyyy): | 8/5/2025 |
| Email: | cort@munsellecivil.com | Phone Number: | (707) 395-0968 |
| Address: | 513 Center Street, Healdsburg, CA 95448 | | |

*An individual executive or financial officer of the consultant's or subconsultant's organization at a level no lower than a Vice President or a Chief Financial Officer, or equivalent, who has authority to represent the financial information utilized to establish the cost proposal for the contract.

List services the consultant is providing under the proposed contract:

# EXHIBIT 10-H1 COST PROPOSAL Page 1 OF 3

**COST-PLUS-FIXED FEE OR LUMP SUM OR FIRM FIXED PRICE CONTRACTS**

(DESIGN, ENGINEERING AND ENVIRONMENTAL STUDIES)

**Note: Mark-ups are Not Allowed** ☐ **Prime Consultant** ☑ **Subconsultant** ☐ **2nd Tier Subconsultant**

**Consultant Pearce Services, LLC**

Project No. 21CP40048AA Contract No. TBD Date 8/4/2025

**DIRECT LABOR**

| Classification/Title | Name | Hours | Actual Hourly Rate | Total |
|---|---|---|---|---|
| Principal | Jeffrey H. Ansley* | 22.50 | $79.33 | $1,784.93 |
| Electrical Engineer | Jonathan Gracey* | 18.50 | $79.33 | $1,467.61 |
| Electrical Designer | Nirmal Chandra* | 65.00 | $36.06 | $2,343.90 |
| Senior CAD Operator | Akash Yadav* | 104.00 | $36.06 | $3,750.24 |
| Administration | John Incorvaia* | 2.00 | $79.33 | $158.66 |
| | | | | $0.00 |
| | | | | $0.00 |
| | | | | $0.00 |
| | | | | $0.00 |
| | Total Hrs | 212 | | |

**LABOR COSTS**

a) Subtotal Direct Labor Costs $9,505.33

b) Anticipated Salary Increases (see page 2 for calculation) $213.87

**c) TOTAL DIRECT LABOR COSTS [(a) + (b)]** $9,719.20

**INDIRECT COSTS**

d) Fringe Benefits (Rate: 30.00%) e) Total Fringe Benefits [(c) x (d)] $2,915.76

f) Overhead (Rate: 143.41%) g) Overhead [(c) x (f)] $13,938.30

h) General and Administrative (Rate: 68.00%) i) Gen & Admin [(c) x (h)] $6,609.06

j) **TOTAL INDIRECT COSTS** [(e) + (g) + (i)] $23,463.12

**FIXED FEE** (Rate: 10.00%) k) **TOTAL FIXED FEE** [(c) + (j)] x Fixed Fee] $3,318.23

l) **CONSULTANT'S OTHER DIRECT COSTS (ODC) – ITEMIZE (Add additional pages if necessary)**

| Description of Item | Quantity | Unit | Unit Cost | Total |
|---|---|---|---|---|
| Mileage Costs | 0 | mile | $ - | $0.00 |
| Reproduction | 0 | lump sum | $ - | $0.00 |
| Special Deliveries | 0 | each | $ - | $0.00 |

l) **TOTAL OTHER DIRECT COSTS** $0.00

**m) SUBCONSULTANTS' COSTS (Add additional pages if necessary)**

**m) TOTAL SUBCONSULTANTS' COSTS** $ -

n) **TOTAL OTHER DIRECT COSTS INCLUDING SUBCONSULTANTS** [(l)+(m)] $0.00

**TOTAL COST** [(c) + (j) + (k) + (n)] $36,500.55

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. 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.
3. Anticipated salary increases calculation (page 2) must accompany.

**COST-PLUS-FIXED FEE OR LUMP SUM OR FIRM FIXED PRICE CONTRACTS**

(CALCULATIONS FOR ANTICIPATED SALARY INCREASES)

**1. Calculate Average Hourly Rate for 1st year of the contract (Direct Labor Subtotal divided by total hours)**

| Direct Labor Subtotal per Cost Proposal | | Total Hours per Cost Proposal | | Avg Hourly Rate | 5 Year Contract Duration |
|---|---|---|---|---|---|
| $9,505.33 | | 212 | = | $44.84 | Year 1 Avg Hourly Rate |

**2. Calculate hourly rate for all years (Increase the Average Hourly Rate for a year by proposed escalation %)**

| | Avg Hourly Rate | | Proposed Escalation | | | |
|---|---|---|---|---|---|---|
| Year 1 | $44.84 | + | 3.0% | = | $46.18 | Year 2 Avg Hourly Rate |
| Year 2 | $46.18 | + | 3.0% | = | $47.57 | Year 3 Avg Hourly Rate |
| Year 3 | $47.57 | + | 3.0% | = | $48.99 | Year 4 Avg Hourly Rate |
| Year 4 | $48.99 | + | 3.0% | = | $50.46 | Year 5 Avg Hourly Rate |
| Year 5 | $50.46 | + | 3.0% | = | $51.98 | Year 6 Avg Hourly Rate |
| Year 6 | $51.98 | + | 3.0% | = | $53.54 | Year 7 Avg Hourly Rate |

**3. Calculate estimated hours per year (Multiply estimate % each year by total hours)**

| | Estimated % Completed Each Year | | Total Hours per Cost Proposal | | Total Hours per Year | |
|---|---|---|---|---|---|---|
| Year 1 | 25.00% | * | 212.0 | = | 53.0 | Estimated Hours Year 1 |
| Year 2 | 75.00% | * | 212.0 | = | 159.0 | Estimated Hours Year 2 |
| Year 3 | 0.00% | * | 212.0 | = | 0.0 | Estimated Hours Year 3 |
| Year 4 | 0.00% | * | 212.0 | = | 0.0 | Estimated Hours Year 4 |
| Year 5 | 0.00% | * | 212.0 | = | 0.0 | Estimated Hours Year 5 |
| Year 6 | 0.00% | * | 212.0 | = | 0.0 | Estimated Hours Year 6 |
| Total | 100% | | Total | = | 212.0 | |

**4. Calculate Total Costs including Escalation (Multiply Average Hourly Rate by the number of hours)**

| | Avg Hourly Rate (calculated above) | | Estimated hours (calculated above) | | Cost per Year | |
|---|---|---|---|---|---|---|
| Year 1 | $44.84 | * | 53.0 | = | $2,376.33 | Estimated Hours Year 1 |
| Year 2 | $46.18 | * | 159.0 | = | $7,342.87 | Estimated Hours Year 2 |
| Year 3 | $47.57 | * | 0.0 | = | $0.00 | Estimated Hours Year 3 |
| Year 4 | $48.99 | * | 0.0 | = | $0.00 | Estimated Hours Year 4 |
| Year 5 | $50.46 | * | 0.0 | = | $0.00 | Estimated Hours Year 5 |
| Year 6 | $51.98 | * | 0.0 | = | $0.00 | Estimated Hours Year 6 |
| | Total Direct Labor Cost with Escalation | | | = | $9,719.20 | |
| | Direct Labor Subtotal before Escalation | | | = | $9,505.33 | |
| | Estimated total of Direct Labor Salary Increase | | | = | **$213.87** | Transfer to Page 1 |

NOTES:

1. This is not the only way to estimate salary increases. Other methods will be accepted if they clearly indicate the % increase, the # of years of the contract, and a breakdown of the labor to be performed each year.
2. An estimation that is based on direct labor multiplied by salary increase % multiplied by the # of years is not acceptable.
(i.e. $250,000 x 2% x 5 yrs = $25,000 is not an acceptable methodology)
3. This assumes that one year will be worked at the rate on the cost proposal before salary increases are granted.
4. Calculations for anticipated salary escalation must be provided.

**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: Jonathan Bailey Title *: VP - Professional Services

Signature : Date of Certification (mm/dd/yyyy): 8/4/2025

Email: jbailey@pearce-services.com Phone Number: 770-235-9271

Address: 1222 Vine St; Suite 301; 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:

| |
|---|
| Electrical Engineering & Design Services |

# EXHIBIT 10-H1 COST PROPOSAL Page 1 OF 3

**COST-PLUS-FIXED FEE OR LUMP SUM OR FIRM FIXED PRICE CONTRACTS**

(DESIGN, ENGINEERING AND ENVIRONMENTAL STUDIES)

**Note: Mark-ups are Not Allowed** ☐ **Prime Consultant** ☑ **Subconsultant** ☐ **2nd Tier Subconsultant**

**Consultant** **Ware Associates, Inc.**

Project No. 21CP40048AA Contract No. TBD Date 8/4/2025

**DIRECT LABOR**

| Classification/Title | Name | Hours | Actual Hourly Rate | Total |
|---|---|---|---|---|
| Principal, Architect | John Ware* | 48 | $79.33 | $3,807.84 |
| Engineer | Lile Troncoso-Ovalle* | 28 | $58.50 | $1,638.00 |
| Designer | Cari Hartigan* | 134 | $38.50 | $5,159.00 |
| Draftsperson | Kawinthra Chongsuksantikul* | 104 | $33.00 | $3,432.00 |
| | Total Hrs | 314 | | |

**LABOR COSTS**

a) Subtotal Direct Labor Costs $14,036.84

b) Anticipated Salary Increases (see page 2 for calculation) $315.83

**c) TOTAL DIRECT LABOR COSTS [(a) + (b)]** $14,352.67

**INDIRECT COSTS**

d) Fringe Benefits (Rate: 30.00%) e) Total Fringe Benefits [(c) x (d)] $4,305.80

f) Overhead (Rate: 86.87%) g) Overhead [(c) x (f)] $12,468.16

h) General and Administrative (Rate: 97.80%) i) Gen & Admin [(c) x (h)] $14,036.91

j) **TOTAL INDIRECT COSTS** [(e) + (g) + (i)] $30,810.87

**FIXED FEE** (Rate: 10.00%) k) **TOTAL FIXED FEE** [(c) + (j)] x Fixed Fee] $4,516.35

l) **CONSULTANT'S OTHER DIRECT COSTS (ODC) – ITEMIZE (Add additional pages if necessary)**

| Description of Item | Quantity | Unit | Unit Cost | Total |
|---|---|---|---|---|
| Mileage Costs | | mile | $ 0.70 | $0.00 |
| Reproduction | | lump sum | | $0.00 |
| Special Deliveries | | each | $ - | $0.00 |

l) **TOTAL OTHER DIRECT COSTS** $0.00

**m) SUBCONSULTANTS' COSTS (Add additional pages if necessary)**

| | | | | |
|---|---|---|---|---|
| Miscellaneous Costs | 1 | lump sum | | $0.00 |
| Additional MEP Design for Custom Restroom Option | 1 | lump sum | | $0.00 |
| Additional Cost Estimation for Custom Restroom Option | 1 | lump sum | | $0.00 |

**m) TOTAL SUBCONSULTANTS' COSTS** $0.00

n) **TOTAL OTHER DIRECT COSTS INCLUDING SUBCONSULTANTS** [(l)+(m)] $0.00

**TOTAL COST** [(c) + (j) + (k) + (n)] $49,679.90

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. 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.
3. Anticipated salary increases calculation (page 2) must accompany.

**COST-PLUS-FIXED FEE OR LUMP SUM OR FIRM FIXED PRICE CONTRACTS**

(CALCULATIONS FOR ANTICIPATED SALARY INCREASES)

**1. Calculate Average Hourly Rate for 1st year of the contract (Direct Labor Subtotal divided by total hours)**

| Direct Labor Subtotal per Cost Proposal | | Total Hours per Cost Proposal | | Avg Hourly Rate | 5 Year Contract Duration |
|---|---|---|---|---|---|
| $14,036.84 | | 314 | = | $44.70 | Year 1 Avg Hourly Rate |

**2. Calculate hourly rate for all years (Increase the Average Hourly Rate for a year by proposed escalation %)**

| | Avg Hourly Rate | | Proposed Escalation | | | |
|---|---|---|---|---|---|---|
| Year 1 | $44.70 | + | 3.0% | = | $46.04 | Year 2 Avg Hourly Rate |
| Year 2 | $46.04 | + | 3.0% | = | $47.43 | Year 3 Avg Hourly Rate |
| Year 3 | $47.43 | + | 3.0% | = | $48.85 | Year 4 Avg Hourly Rate |
| Year 4 | $48.85 | + | 3.0% | = | $50.31 | Year 5 Avg Hourly Rate |
| Year 5 | $50.31 | + | 3.0% | = | $51.82 | Year 6 Avg Hourly Rate |
| Year 6 | $51.82 | + | 3.0% | = | $53.38 | Year 7 Avg Hourly Rate |

**3. Calculate estimated hours per year (Multiply estimate % each year by total hours)**

| | Estimated % Completed Each Year | | Total Hours per Cost Proposal | | Total Hours per Year | |
|---|---|---|---|---|---|---|
| Year 1 | 25.00% | * | 314.0 | = | 78.5 | Estimated Hours Year 1 |
| Year 2 | 75.00% | * | 314.0 | = | 235.5 | Estimated Hours Year 2 |
| Year 3 | 0.00% | * | 314.0 | = | 0.0 | Estimated Hours Year 3 |
| Year 4 | 0.00% | * | 314.0 | = | 0.0 | Estimated Hours Year 4 |
| Year 5 | 0.00% | * | 314.0 | = | 0.0 | Estimated Hours Year 5 |
| Year 6 | 0.00% | * | 314.0 | = | 0.0 | Estimated Hours Year 6 |
| Total | 100% | | Total | = | 314.0 | |

**4. Calculate Total Costs including Escalation (Multiply Average Hourly Rate by the number of hours)**

| | Avg Hourly Rate (calculated above) | | Estimated hours (calculated above) | | Cost per Year | |
|---|---|---|---|---|---|---|
| Year 1 | $44.70 | * | 78.5 | = | $3,509.21 | Estimated Hours Year 1 |
| Year 2 | $46.04 | * | 235.5 | = | $10,843.46 | Estimated Hours Year 2 |
| Year 3 | $47.43 | * | 0.0 | = | $0.00 | Estimated Hours Year 3 |
| Year 4 | $48.85 | * | 0.0 | = | $0.00 | Estimated Hours Year 4 |
| Year 5 | $50.31 | * | 0.0 | = | $0.00 | Estimated Hours Year 5 |
| Year 6 | $51.82 | * | 0.0 | = | $0.00 | Estimated Hours Year 6 |
| | Total Direct Labor Cost with Escalation | | | = | $14,352.67 | |
| | Direct Labor Subtotal before Escalation | | | = | $14,036.84 | |
| | Estimated total of Direct Labor Salary Increase | | | = | **$315.83** | Transfer to Page 1 |

NOTES:

1. This is not the only way to estimate salary increases. Other methods will be accepted if they clearly indicate the % increase, the # of years of the contract, and a breakdown of the labor to be performed each year.
2. An estimation that is based on direct labor multiplied by salary increase % multiplied by the # of years is not acceptable.
(i.e. $250,000 x 2% x 5 yrs = $25,000 is not an acceptable methodology)
3. This assumes that one year will be worked at the rate on the cost proposal before salary increases are granted.
4. Calculations for anticipated salary escalation must be provided.

**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: | John Ware | Title *: | Principal |
| Signature : | | Date of Certification (mm/dd/yyyy): | 8/4/2025 |
| Email: | info@ware-associates.com | Phone Number: | 510-922-9888 |
| Address: | 440 Grand Ave., St.e 250 Oakland CA 94610 | | |

*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:

Schematic architectural design for restroom (Permit Drawings and Construction Documents assumed to be prepared by prefab restroom manufacturer)
Structural design for miscellaneous landscape elements

Optional Continuing and Additional Services:
Construction Documents (Architectural and Structural) for custom restroom (if desired by County / Community)

# EXHIBIT 10-H1 COST PROPOSAL Page 1 OF 3

**COST-PLUS-FIXED FEE OR LUMP SUM OR FIRM FIXED PRICE CONTRACTS**

(DESIGN, ENGINEERING AND ENVIRONMENTAL STUDIES)

**Note: Mark-ups are Not Allowed** ☐ **Prime Consultant** ☑ **Subconsultant** ☐ **2nd Tier Subconsultant**

**Consultant Leonard Charles and Associates**

Project No. 21CP40048AA Contract No. TBD Date 8/4/25

**DIRECT LABOR**

| Classification/Title | Name | Hours | Actual Hourly Rate | Total |
|---|---|---|---|---|
| Founding Partner | Leonard Charles | 26 | $78.00 | $2,028.00 |
| Partner | Jacoba Charles | 108 | $72.00 | $7,776.00 |
| Analyst | Sastra McGinley | 57 | $47.00 | $2,679.00 |
| Clerical | Various | 32 | $41.00 | $1,312.00 |
| | Total Hrs | 223 | | |

**LABOR COSTS**

a) Subtotal Direct Labor Costs $13,795.00

b) Anticipated Salary Increases (see page 2 for calculation) $310.39

**c) TOTAL DIRECT LABOR COSTS [(a) + (b)]** $14,105.39

**INDIRECT COSTS**

d) Fringe Benefits (Rate: 20.00%) e) Total Fringe Benefits [(c) x (d)] $2,821.08

f) Overhead (Rate: 85.00%) g) Overhead [(c) x (f)] $11,989.58

h) General and Administrative (Rate: 35.08%) i) Gen & Admin [(c) x (h)] $4,948.17

j) **TOTAL INDIRECT COSTS** [(e) + (g) + (i)] $19,758.83

**FIXED FEE** (Rate: 10.00%) k) **TOTAL FIXED FEE** [(c) + (j)] x Fixed Fee] $3,386.42

l) **CONSULTANT'S OTHER DIRECT COSTS (ODC) – ITEMIZE (Add additional pages if necessary)**

| Description of Item | Quantity | Unit | Unit Cost | Total |
|---|---|---|---|---|
| Mileage Costs | | lump sum | $ 1.00 | $0.00 |
| Reproduction | | lump sum | $ 1.00 | $0.00 |
| Supplies & Materials | | lump sum | $ 1.00 | $0.00 |
| NOI Filing Fee | | lump sum | $ 1.00 | $0.00 |
| MND filing fee | | lump sum | $ 1.00 | $0.00 |
| Cultural Resources | | lump sum | $ 1.00 | $0.00 |
| Wildfire Consultation (Carol Rice) | | lump sum | $ 1.00 | $0.00 |

l) **TOTAL OTHER DIRECT COSTS** $0.00

**m) SUBCONSULTANTS' COSTS (Add additional pages if necessary)**

**m) TOTAL SUBCONSULTANTS' COSTS** $ -

n) **TOTAL OTHER DIRECT COSTS INCLUDING SUBCONSULTANTS** [(l)+(m)] $0.00

**TOTAL COST** [(c) + (j) + (k) + (n)] $37,250.64

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. 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.
3. Anticipated salary increases calculation (page 2) must accompany.

**COST-PLUS-FIXED FEE OR LUMP SUM OR FIRM FIXED PRICE CONTRACTS**

(CALCULATIONS FOR ANTICIPATED SALARY INCREASES)

**1. Calculate Average Hourly Rate for 1st year of the contract (Direct Labor Subtotal divided by total hours)**

| Direct Labor Subtotal per Cost Proposal | | Total Hours per Cost Proposal | | Avg Hourly Rate | 5 Year Contract Duration |
|---|---|---|---|---|---|
| $13,795.00 | | 223 | = | $61.86 | Year 1 Avg Hourly Rate |

**2. Calculate hourly rate for all years (Increase the Average Hourly Rate for a year by proposed escalation %)**

| | Avg Hourly Rate | | Proposed Escalation | | | |
|---|---|---|---|---|---|---|
| Year 1 | $61.86 | + | 3.0% | = | $63.72 | Year 2 Avg Hourly Rate |
| Year 2 | $63.72 | + | 3.0% | = | $65.63 | Year 3 Avg Hourly Rate |
| Year 3 | $65.63 | + | 3.0% | = | $67.60 | Year 4 Avg Hourly Rate |
| Year 4 | $67.60 | + | 3.0% | = | $69.63 | Year 5 Avg Hourly Rate |
| Year 5 | $69.63 | + | 3.0% | = | $71.71 | Year 6 Avg Hourly Rate |
| Year 6 | $71.71 | + | 3.0% | = | $73.87 | Year 7 Avg Hourly Rate |

**3. Calculate estimated hours per year (Multiply estimate % each year by total hours)**

| | Estimated % Completed Each Year | | Total Hours per Cost Proposal | | Total Hours per Year | |
|---|---|---|---|---|---|---|
| Year 1 | 25.00% | * | 223.0 | = | 55.8 | Estimated Hours Year 1 |
| Year 2 | 75.00% | * | 223.0 | = | 167.3 | Estimated Hours Year 2 |
| Year 3 | 0.00% | * | 223.0 | = | 0.0 | Estimated Hours Year 3 |
| Year 4 | 0.00% | * | 223.0 | = | 0.0 | Estimated Hours Year 4 |
| Year 5 | 0.00% | * | 223.0 | = | 0.0 | Estimated Hours Year 5 |
| Year 6 | 0.00% | * | 223.0 | = | 0.0 | Estimated Hours Year 6 |
| Total | 100% | | Total | = | 223.0 | |

**4. Calculate Total Costs including Escalation (Multiply Average Hourly Rate by the number of hours)**

| | Avg Hourly Rate (calculated above) | | Estimated hours (calculated above) | | Cost per Year | |
|---|---|---|---|---|---|---|
| Year 1 | $61.86 | * | 55.8 | = | $3,448.75 | Estimated Hours Year 1 |
| Year 2 | $63.72 | * | 167.3 | = | $10,656.64 | Estimated Hours Year 2 |
| Year 3 | $65.63 | * | 0.0 | = | $0.00 | Estimated Hours Year 3 |
| Year 4 | $67.60 | * | 0.0 | = | $0.00 | Estimated Hours Year 4 |
| Year 5 | $69.63 | * | 0.0 | = | $0.00 | Estimated Hours Year 5 |
| Year 6 | $71.71 | * | 0.0 | = | $0.00 | Estimated Hours Year 6 |
| | Total Direct Labor Cost with Escalation | | | = | $14,105.39 | |
| | Direct Labor Subtotal before Escalation | | | = | $13,795.00 | |
| | Estimated total of Direct Labor Salary Increase | | | = | **$310.39** | Transfer to Page 1 |

NOTES:

1. This is not the only way to estimate salary increases. Other methods will be accepted if they clearly indicate the % increase, the # of years of the

contract, and a breakdown of the labor to be performed each year.
2. An estimation that is based on direct labor multiplied by salary increase % multiplied by the # of years is not acceptable.
(i.e. $250,000 x 2% x 5 yrs = $25,000 is not an acceptable methodology)
3. This assumes that one year will be worked at the rate on the cost proposal before salary increases are granted.
4. Calculations for anticipated salary escalation must be provided.

**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: Jacoba Charles Title *: Officer

Signature :  Date of Certification (mm/dd/yyyy): 8/6/25

Email: jacobamaria@gmail.com Phone Number: 415-686-0712

Address: 525 Cherry Street, Petaluma, CA, 94952

*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:

LCA will be providing the environmental review of plans to enhance and revitalize the Geyserville Community Plaza, which is anticipated to result in an MND

# EXHIBIT 10-H1 COST PROPOSAL Page 1 OF 3

**COST-PLUS-FIXED FEE OR LUMP SUM OR FIRM FIXED PRICE CONTRACTS**

(DESIGN, ENGINEERING AND ENVIRONMENTAL STUDIES)

**Note: Mark-ups are Not Allowed** ☐ **Prime Consultant** ☐ **Subconsultant** ☑ **2nd Tier Subconsultant**

**Consultant** **Alta Archeological Consulting LLC**

Project No. 21CP40048AA Contract No. TBD Date 8/6/2025

**DIRECT LABOR**

| Classification/Title | Name | Hours | Actual Hourly Rate | Total |
|---|---|---|---|---|
| Principal Investigator | Mike Newland* | 5 | $72.00 | $360.00 |
| Archaeologist A | Seamus Reed* | 3 | $35.00 | $105.00 |
| GIS Specialist | Dave Nicholson* | 28 | $45.00 | $1,260.00 |
| | Total Hrs | 36 | | |

**LABOR COSTS**

a) Subtotal Direct Labor Costs $1,725.00

b) Anticipated Salary Increases (see page 2 for calculation) $38.81

**c) TOTAL DIRECT LABOR COSTS [(a) + (b)]** $1,763.81

**INDIRECT COSTS**

d) Fringe Benefits (Rate: 50.80% ) e) Total Fringe Benefits [(c) x (d)] $896.02

f) Overhead (Rate: 62.63% ) g) Overhead [(c) x (f)] $1,104.68

h) General and Administrative (Rate: ) i) Gen & Admin [(c) x (h)] $0.00

j) **TOTAL INDIRECT COSTS** [(e) + (g) + (i)] $2,000.69

**FIXED FEE** (Rate: 10.00% ) k) **TOTAL FIXED FEE** [(c) + (j)] x Fixed Fee] $376.45

l) **CONSULTANT'S OTHER DIRECT COSTS (ODC) – ITEMIZE (Add additional pages if necessary)**

| Description of Item | Quantity | Unit | Unit Cost | Total |
|---|---|---|---|---|
| Mileage Costs | | mile | $ 0.70 | |
| NWIC | | each | $ 150.00 | |
| Lodging | | each | $ 172.00 | |
| Per Diem Full Day | | each | $ 81.00 | |
| Per Diem Travel Day | | each | $ 47.00 | |
| Native American Monitor | | hour | $ 100.00 | |
| GPS | | each | $ 50.00 | |
| | | | | |
| | | | | |

l) **TOTAL OTHER DIRECT COSTS**

**m) SUBCONSULTANTS' COSTS (Add additional pages if necessary)**

**m) TOTAL SUBCONSULTANTS' COSTS** $ -

n) **TOTAL OTHER DIRECT COSTS INCLUDING SUBCONSULTANTS** [(l)+(m)]

**TOTAL COST** [(c) + (j) + (k) + (n)] $4,140.96

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. 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.
3. Anticipated salary increases calculation (page 2) must accompany.

**COST-PLUS-FIXED FEE OR LUMP SUM OR FIRM FIXED PRICE CONTRACTS**

(CALCULATIONS FOR ANTICIPATED SALARY INCREASES)

**1. Calculate Average Hourly Rate for 1st year of the contract (Direct Labor Subtotal divided by total hours)**

| Direct Labor Subtotal per Cost Proposal | | Total Hours per Cost Proposal | | Avg Hourly Rate | 5 Year Contract Duration |
|---|---|---|---|---|---|
| $1,725.00 | | 36 | = | $47.92 | Year 1 Avg Hourly Rate |

**2. Calculate hourly rate for all years (Increase the Average Hourly Rate for a year by proposed escalation %)**

| | Avg Hourly Rate | | Proposed Escalation | | | |
|---|---|---|---|---|---|---|
| Year 1 | $47.92 | + | 3.0% | = | $49.35 | Year 2 Avg Hourly Rate |
| Year 2 | $49.35 | + | 3.0% | = | $50.83 | Year 3 Avg Hourly Rate |
| Year 3 | $50.83 | + | 3.0% | = | $52.36 | Year 4 Avg Hourly Rate |
| Year 4 | $52.36 | + | 3.0% | = | $53.93 | Year 5 Avg Hourly Rate |
| Year 5 | $53.93 | + | 3.0% | = | $55.55 | Year 6 Avg Hourly Rate |
| Year 6 | $55.55 | + | 3.0% | = | $57.22 | Year 7 Avg Hourly Rate |

**3. Calculate estimated hours per year (Multiply estimate % each year by total hours)**

| | Estimated % Completed Each Year | | Total Hours per Cost Proposal | | Total Hours per Year | |
|---|---|---|---|---|---|---|
| Year 1 | 25.00% | * | 36.0 | = | 9.0 | Estimated Hours Year 1 |
| Year 2 | 75.00% | * | 36.0 | = | 27.0 | Estimated Hours Year 2 |
| Year 3 | 0.00% | * | 36.0 | = | 0.0 | Estimated Hours Year 3 |
| Year 4 | | * | 36.0 | = | 0.0 | Estimated Hours Year 4 |
| Year 5 | | * | 36.0 | = | 0.0 | Estimated Hours Year 5 |
| Year 6 | | * | 36.0 | = | 0.0 | Estimated Hours Year 6 |
| Total | 100% | | Total | = | 36.0 | |

**4. Calculate Total Costs including Escalation (Multiply Average Hourly Rate by the number of hours)**

| | Avg Hourly Rate (calculated above) | | Estimated hours (calculated above) | | Cost per Year | |
|---|---|---|---|---|---|---|
| Year 1 | $47.92 | * | 9.0 | = | $431.25 | Estimated Hours Year 1 |
| Year 2 | $49.35 | * | 27.0 | = | $1,332.56 | Estimated Hours Year 2 |
| Year 3 | $50.83 | * | 0.0 | = | $0.00 | Estimated Hours Year 3 |
| Year 4 | $52.36 | * | 0.0 | = | $0.00 | Estimated Hours Year 4 |
| Year 5 | $53.93 | * | 0.0 | = | $0.00 | Estimated Hours Year 5 |
| Year 6 | $55.55 | * | 0.0 | = | $0.00 | Estimated Hours Year 6 |
| | Total Direct Labor Cost with Escalation | | | = | $1,763.81 | |
| | Direct Labor Subtotal before Escalation | | | = | $1,725.00 | |
| | Estimated total of Direct Labor Salary Increase | | | = | **$38.81** | Transfer to Page 1 |

NOTES:

1. This is not the only way to estimate salary increases. Other methods will be accepted if they clearly indicate the % increase, the # of years of the contract, and a breakdown of the labor to be performed each year.
2. An estimation that is based on direct labor multiplied by salary increase % multiplied by the # of years is not acceptable.
(i.e. $250,000 x 2% x 5 yrs = $25,000 is not an acceptable methodology)
3. This assumes that one year will be worked at the rate on the cost proposal before salary increases are granted.
4. Calculations for anticipated salary escalation must be provided.

**Certification of Direct Costs:**

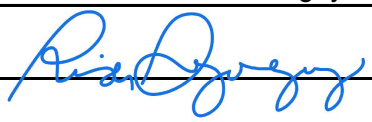
I, the undersigned, certify to the best of my knowledge and belief that all direct costs identified on the cost proposal(s) in this contract are actual, reasonable, allowable, and allocable to the contract in accordance with the contract terms and the following requirements:

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: | Risa DeGeorgey | Title *: | Principal |
| Signature : |  | Date of Certification (mm/dd/yyyy): | 8/6/2025 |
| Email: | risa@altaac.com | Phone Number: | 707 544 4206 |
| Address: | 2681 Cleveland Ave Santa Rosa, CA 95403 | | |

*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 management and archaeological services.

# EXHIBIT 10-H1 COST PROPOSAL Page 1 OF 3

**COST-PLUS-FIXED FEE OR LUMP SUM OR FIRM FIXED PRICE CONTRACTS**

(DESIGN, ENGINEERING AND ENVIRONMENTAL STUDIES)

**Note: Mark-ups are Not Allowed** ☐ **Prime Consultant** ☐ **Subconsultant** ☑ **2nd Tier Subconsultant**

**Consultant Sol Ecology**

Project No. 21CP40048AA Contract No. TBD Date 8/4/2025

**DIRECT LABOR**

| Classification/Title | Name | Hours | Actual Hourly Rate | Total |
|---|---|---|---|---|
| Principal/Lead Biologist | Dana Riggs* | 7 | $69.71 | $487.97 |
| Senior Permit Specialist | Ivy Poisson* | 54 | $62.00 | $3,348.00 |
| GIS Manager | Andrew Georgeades* | 12 | $57.21 | $686.52 |
| Senior Biologist | Morgan Stickrod* | 20 | $56.49 | $1,129.80 |
| Biologist | Brian Schmahl* | 22 | $34.61 | $761.42 |
| | | | | $0.00 |
| | | | | $0.00 |
| | | | | $0.00 |
| | | | | $0.00 |
| | | Total Hrs | 115 | |

**LABOR COSTS**

a) Subtotal Direct Labor Costs $6,413.71

b) Anticipated Salary Increases (see page 2 for calculation) $144.31

**c) TOTAL DIRECT LABOR COSTS [(a) + (b)]** $6,558.02

**INDIRECT COSTS**

d) Fringe Benefits (Rate: 20.00%) e) Total Fringe Benefits [(c) x (d)] $1,311.60

f) Overhead (Rate: 66.50%) g) Overhead [(c) x (f)] $4,361.08

h) General and Administrative (Rate: 87.00%) i) Gen & Admin [(c) x (h)] $5,705.48

j) **TOTAL INDIRECT COSTS** [(e) + (g) + (i)] $11,378.16

**FIXED FEE** (Rate: 10.00%) k) **TOTAL FIXED FEE** [(c) + (j)] x Fixed Fee] $1,793.62

l) **CONSULTANT'S OTHER DIRECT COSTS (ODC) – ITEMIZE (Add additional pages if necessary)**

| Description of Item | Quantity | Unit | Unit Cost | Total |
|---|---|---|---|---|
| Mileage Costs | 0 | mile | $ 0.75 | $0.00 |
| Reproduction | 0 | lump sum | $ - | $0.00 |
| Special Deliveries | 0 | each | $ - | $0.00 |

l) **TOTAL OTHER DIRECT COSTS** $0.00

**m) SUBCONSULTANTS' COSTS (Add additional pages if necessary)**

**m) TOTAL SUBCONSULTANTS' COSTS** $ -

n) **TOTAL OTHER DIRECT COSTS INCLUDING SUBCONSULTANTS** [(l)+(m)] $0.00

**TOTAL COST** [(c) + (j) + (k) + (n)] $19,729.80

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. 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.
3. Anticipated salary increases calculation (page 2) must accompany.

**COST-PLUS-FIXED FEE OR LUMP SUM OR FIRM FIXED PRICE CONTRACTS**

(CALCULATIONS FOR ANTICIPATED SALARY INCREASES)

**1. Calculate Average Hourly Rate for 1st year of the contract (Direct Labor Subtotal divided by total hours)**

| Direct Labor Subtotal per Cost Proposal | | Total Hours per Cost Proposal | | Avg Hourly Rate | 5 Year Contract Duration |
|---|---|---|---|---|---|
| $6,413.71 | | 115 | = | $55.77 | Year 1 Avg Hourly Rate |

**2. Calculate hourly rate for all years (Increase the Average Hourly Rate for a year by proposed escalation %)**

| | Avg Hourly Rate | | Proposed Escalation | | | |
|---|---|---|---|---|---|---|
| Year 1 | $55.77 | + | 3.0% | = | $57.44 | Year 2 Avg Hourly Rate |
| Year 2 | $57.44 | + | 3.0% | = | $59.17 | Year 3 Avg Hourly Rate |
| Year 3 | $59.17 | + | 3.0% | = | $60.94 | Year 4 Avg Hourly Rate |
| Year 4 | $60.94 | + | 3.0% | = | $62.77 | Year 5 Avg Hourly Rate |
| Year 5 | $62.77 | + | 3.0% | = | $64.65 | Year 6 Avg Hourly Rate |
| Year 6 | $64.65 | + | 3.0% | = | $66.59 | Year 7 Avg Hourly Rate |

**3. Calculate estimated hours per year (Multiply estimate % each year by total hours)**

| | Estimated % Completed Each Year | | Total Hours per Cost Proposal | | Total Hours per Year | |
|---|---|---|---|---|---|---|
| Year 1 | 25.00% | * | 115.0 | = | 28.8 | Estimated Hours Year 1 |
| Year 2 | 75.00% | * | 115.0 | = | 86.3 | Estimated Hours Year 2 |
| Year 3 | 0.00% | * | 115.0 | = | 0.0 | Estimated Hours Year 3 |
| Year 4 | | * | 115.0 | = | 0.0 | Estimated Hours Year 4 |
| Year 5 | | * | 115.0 | = | 0.0 | Estimated Hours Year 5 |
| Year 6 | | * | 115.0 | = | 0.0 | Estimated Hours Year 6 |
| Total | 100% | | Total | = | 115.0 | |

**4. Calculate Total Costs including Escalation (Multiply Average Hourly Rate by the number of hours)**

| | Avg Hourly Rate (calculated above) | | Estimated hours (calculated above) | | Cost per Year | |
|---|---|---|---|---|---|---|
| Year 1 | $55.77 | * | 28.8 | = | $1,603.43 | Estimated Hours Year 1 |
| Year 2 | $57.44 | * | 86.3 | = | $4,954.59 | Estimated Hours Year 2 |
| Year 3 | $59.17 | * | 0.0 | = | $0.00 | Estimated Hours Year 3 |
| Year 4 | $60.94 | * | 0.0 | = | $0.00 | Estimated Hours Year 4 |
| Year 5 | $62.77 | * | 0.0 | = | $0.00 | Estimated Hours Year 5 |
| Year 6 | $64.65 | * | 0.0 | = | $0.00 | Estimated Hours Year 6 |
| | Total Direct Labor Cost with Escalation | | | = | $6,558.02 | |
| | Direct Labor Subtotal before Escalation | | | = | $6,413.71 | |
| | Estimated total of Direct Labor Salary Increase | | | = | **$144.31** | Transfer to Page 1 |

NOTES:

1. This is not the only way to estimate salary increases. Other methods will be accepted if they clearly indicate the % increase, the # of years of the contract, and a breakdown of the labor to be performed each year.
2. An estimation that is based on direct labor multiplied by salary increase % multiplied by the # of years is not acceptable.
(i.e. $250,000 x 2% x 5 yrs = $25,000 is not an acceptable methodology)
3. This assumes that one year will be worked at the rate on the cost proposal before salary increases are granted.
4. Calculations for anticipated salary escalation must be provided.

**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: | **Dana Riggs** | Title *: | **Chief Executive Officer and Principal** |
| Signature : |  | Date of Certification (mm/dd/yyyy): | **8/5/2025** |
| Email: | driggs@solecology.com | Phone Number: | **(707) 241-7718** |
| Address: | **P.O. Box 5214, Petaluma, CA 94955 / 916 Daniel Drive, Petaluma, CA 94954** | | |

*An individual executive or financial officer of the consultant's or subconsultant's organization at a level no lower than a Vice President or a Chief Financial Officer, or equivalent, who has authority to represent the financial information utilized to establish the cost proposal for the contract.

List services the consultant is providing under the proposed contract:

# EXHIBIT 10-H1 COST PROPOSAL Page 1 OF 3

**COST-PLUS-FIXED FEE OR LUMP SUM OR FIRM FIXED PRICE CONTRACTS**

(DESIGN, ENGINEERING AND ENVIRONMENTAL STUDIES)

**Note: Mark-ups are Not Allowed** ☐ **Prime Consultant** ☐ **Subconsultant** ☑ **2nd Tier Subconsultant**

**Consultant** Geoffrey Horneck

Project No. 21CP40048AA Contract No. T B D Date 8/4/2025

**DIRECT LABOR**

| Classification/Title | Name | Hours | Actual Hourly Rate | Total |
|---|---|---|---|---|
| Principal | Geoffrey Hornek | 40 | $88.00 | $3,520.00 |
| | | | | $0.00 |
| | | | | $0.00 |
| | | | | $0.00 |
| | | | | $0.00 |
| | | | | $0.00 |
| | | | | $0.00 |
| | | | | $0.00 |
| | | | | $0.00 |

**LABOR COSTS**

a) Subtotal Direct Labor Costs $3,520.00

b) Anticipated Salary Increases (see page 2 for calculation) $79.20

**c) TOTAL DIRECT LABOR COSTS [(a) + (b)]** $3,599.20

**INDIRECT COSTS**

d) Fringe Benefits (Rate: 0.00% ) e) Total Fringe Benefits [(c) x (d)] $0.00

f) Overhead (Rate: 11.15% ) g) Overhead [(c) x (f)] $401.31

h) General and Administrative (Rate: 0.00% ) i) Gen & Admin [(c) x (h)] $0.00

**j) TOTAL INDIRECT COSTS** [(e) + (g) + (i)] $401.31

**FIXED FEE** (Rate: 10.00% ) **k) TOTAL FIXED FEE** [(c) + (j)] x Fixed Fee] $400.05

**l) CONSULTANT'S OTHER DIRECT COSTS (ODC) – ITEMIZE (Add additional pages if necessary)**

| Description of Item | Quantity | Unit | Unit Cost | Total |
|---|---|---|---|---|
| | | lump sum | $ 1.00 | $0.00 |
| | | lump sum | $ 1.00 | $0.00 |
| | | lump sum | $ 1.00 | $0.00 |
| | | lump sum | $ 1.00 | $0.00 |
| | | lump sum | $ 1.00 | $0.00 |
| | | lump sum | $ 1.00 | $0.00 |
| | | lump sum | $ 1.00 | $0.00 |

**l) TOTAL OTHER DIRECT COSTS** $0. 00

**m) SUBCONSULTANTS' COSTS (Add additional pages if necessary)**

OPTIONAL TASKS

| | |
|---|---|
| | |
| | |
| | |
| | |
| | |
| | |
| **m) TOTAL SUBCONSULTANTS' COSTS** | $ - |
| n) **TOTAL OTHER DIRECT COSTS INCLUDING SUBCONSULTANTS** [(l)+(m)] | $0.00 |
| **TOTAL COST** [(c) + (j) + (k) + (n)] | $4,400.56 |

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. 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.
3. Anticipated salary increases calculation (page 2) must accompany.

**COST-PLUS-FIXED FEE OR LUMP SUM OR FIRM FIXED PRICE CONTRACTS**

(CALCULATIONS FOR ANTICIPATED SALARY INCREASES)

**1. Calculate Average Hourly Rate for 1st year of the contract (Direct Labor Subtotal divided by total hours)**

| Direct Labor Subtotal per Cost Proposal | | Total Hours per Cost Proposal | | Avg Hourly Rate | 5 Year Contract Duration |
|---|---|---|---|---|---|
| $3,520.00 | | 40 | = | $88.00 | Year 1 Avg Hourly Rate |

**2. Calculate hourly rate for all years (Increase the Average Hourly Rate for a year by proposed escalation %)**

| | Avg Hourly Rate | | Proposed Escalation | | | |
|---|---|---|---|---|---|---|
| Year 1 | $88.00 | + | 3.0% | = | $90.64 | Year 2 Avg Hourly Rate |
| Year 2 | $90.64 | + | 3.0% | = | $93.36 | Year 3 Avg Hourly Rate |
| Year 3 | $93.36 | + | 3.0% | = | $96.16 | Year 4 Avg Hourly Rate |
| Year 4 | $96.16 | + | 3.0% | = | $99.04 | Year 5 Avg Hourly Rate |
| Year 5 | $99.04 | + | 3.0% | = | $102.02 | Year 6 Avg Hourly Rate |
| Year 6 | $102.02 | + | 3.0% | = | $105.08 | Year 7 Avg Hourly Rate |

**3. Calculate estimated hours per year (Multiply estimate % each year by total hours)**

| | Estimated % Completed Each Year | | Total Hours per Cost Proposal | | Total Hours per Year | |
|---|---|---|---|---|---|---|
| Year 1 | 25.00% | * | 40.0 | = | 10.0 | Estimated Hours Year 1 |
| Year 2 | 75.00% | * | 40.0 | = | 30.0 | Estimated Hours Year 2 |
| Year 3 | 0.00% | * | 40.0 | = | 0.0 | Estimated Hours Year 3 |
| Year 4 | 0.00% | * | 40.0 | = | 0.0 | Estimated Hours Year 4 |
| Year 5 | 0.00% | * | 40.0 | = | 0.0 | Estimated Hours Year 5 |
| Year 6 | 0.00% | * | 40.0 | = | 0.0 | Estimated Hours Year 6 |
| Total | 100% | | Total | = | 40.0 | |

**4. Calculate Total Costs including Escalation (Multiply Average Hourly Rate by the number of hours)**

| | Avg Hourly Rate (calculated above) | | Estimated hours (calculated above) | | Cost per Year | |
|---|---|---|---|---|---|---|
| Year 1 | $88.00 | * | 10.0 | = | $880.00 | Estimated Hours Year 1 |
| Year 2 | $90.64 | * | 30.0 | = | $2,719.20 | Estimated Hours Year 2 |
| Year 3 | $93.36 | * | 0.0 | = | $0.00 | Estimated Hours Year 3 |
| Year 4 | $96.16 | * | 0.0 | = | $0.00 | Estimated Hours Year 4 |
| Year 5 | $99.04 | * | 0.0 | = | $0.00 | Estimated Hours Year 5 |
| Year 6 | $102.02 | * | 0.0 | = | $0.00 | Estimated Hours Year 6 |
| | Total Direct Labor Cost with Escalation | | | = | $3,599.20 | |
| | Direct Labor Subtotal before Escalation | | | = | $3,520.00 | |
| | Estimated total of Direct Labor Salary Increase | | | = | **$79.20** | Transfer to Page 1 |

NOTES:

1. This is not the only way to estimate salary increases. Other methods will be accepted if they clearly indicate the % increase, the # of years of the contract, and a breakdown of the labor to be performed each year.
2. An estimation that is based on direct labor multiplied by salary increase % multiplied by the # of years is not acceptable.
(i.e. $250,000 x 2% x 5 yrs = $25,000 is not an acceptable methodology)
3. This assumes that one year will be worked at the rate on the cost proposal before salary increases are granted.
4. Calculations for anticipated salary escalation must be provided.

**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:

Geoffrey Hornek Title *: President

Signature : Geoffrey Hornek Date of Certification (mm/dd/yyyy): 8/5/25 8/5/25

Email: ghornek@sonic.net Phone Number: 414-241-0236

Address: 1032 Irving Street, #768 San Francisco, CA 94122

*An individual executive or financial officer of the consultant's or subconsultant's organization at a level no lower than a Vice President or a Chief Financial Officer, or equivalent, who has authority to represent the financial information utilized to establish the cost proposal for the contract.

List services the consultant is providing under the proposed contract:

# EXHIBIT 10-H1 COST PROPOSAL Page 1 OF 3

**COST-PLUS-FIXED FEE OR LUMP SUM OR FIRM FIXED PRICE CONTRACTS**

(DESIGN, ENGINEERING AND ENVIRONMENTAL STUDIES)

**Note: Mark-ups are Not Allowed** ☐ **Prime Consultant** ☐ **Subconsultant** ☑ **2nd Tier Subconsultant**

**Consultant** **Whitlock & Weinberger Transportation, Inc. (dba W-Trans)**

Project No. 21CP40048AA Contract No. TBD Date 8/4/2025

**DIRECT LABOR**

| Classification/Title | Name | Hours | Actual Hourly Rate | Total |
|---|---|---|---|---|
| Senior Principal | Dalene J. Whitlock* | 5 | $120.65 | $603.25 |
| Senior Planner | Zack Matley* | 12 | $70.20 | $842.40 |
| Assistant Engineer | Various | 15 | $47.62 | $714.30 |
| | Total Hrs | 32 | | |

**LABOR COSTS**

a) Subtotal Direct Labor Costs $2,159.95

b) Anticipated Salary Increases (see page 2 for calculation) $48.60

**c) TOTAL DIRECT LABOR COSTS [(a) + (b)]** $2,208.55

**INDIRECT COSTS**

d) Fringe Benefits (Rate: 35.20%) e) Total Fringe Benefits [(c) x (d)] $777.41

f) Overhead (Rate: 60.36%) g) Overhead [(c) x (f)] $1,333.08

h) General and Administrative (Rate: 89.08%) i) Gen & Admin [(c) x (h)] $1,967.38

j) **TOTAL INDIRECT COSTS** [(e) + (g) + (i)] $4,077.86

**FIXED FEE** (Rate: 10.00%) k) **TOTAL FIXED FEE** [(c) + (j)] x Fixed Fee] $628.64

l) **CONSULTANT'S OTHER DIRECT COSTS (ODC) – ITEMIZE (Add additional pages if necessary)**

| Description of Item | Quantity | Unit | Unit Cost | Total |
|---|---|---|---|---|
| Mileage Costs | 0 | mile | $ 0.75 | $0.00 |
| Reproduction | 0 | lump sum | $ - | $0.00 |
| Special Deliveries | 0 | each | $ - | $0.00 |

l) **TOTAL OTHER DIRECT COSTS** $0.00

**m) SUBCONSULTANTS' COSTS (Add additional pages if necessary)**

**m) TOTAL SUBCONSULTANTS' COSTS** $ -

n) **TOTAL OTHER DIRECT COSTS INCLUDING SUBCONSULTANTS** [(l)+(m)] $0.00

**TOTAL COST** [(c) + (j) + (k) + (n)] $6,915.05

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. 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.
3. Anticipated salary increases calculation (page 2) must accompany.

**COST-PLUS-FIXED FEE OR LUMP SUM OR FIRM FIXED PRICE CONTRACTS**

(CALCULATIONS FOR ANTICIPATED SALARY INCREASES)

**1. Calculate Average Hourly Rate for 1st year of the contract (Direct Labor Subtotal divided by total hours)**

| Direct Labor Subtotal per Cost Proposal | | Total Hours per Cost Proposal | | Avg Hourly Rate | 5 Year Contract Duration |
|---|---|---|---|---|---|
| $2,159.95 | | 30 | = | $72.00 | Year 1 Avg Hourly Rate |

**2. Calculate hourly rate for all years (Increase the Average Hourly Rate for a year by proposed escalation %)**

| | Avg Hourly Rate | | Proposed Escalation | | | |
|---|---|---|---|---|---|---|
| Year 1 | $72.00 | + | 3.0% | = | $74.16 | Year 2 Avg Hourly Rate |
| Year 2 | $74.16 | + | 3.0% | = | $76.38 | Year 3 Avg Hourly Rate |
| Year 3 | $76.38 | + | 3.0% | = | $78.67 | Year 4 Avg Hourly Rate |
| Year 4 | $78.67 | + | 3.0% | = | $81.03 | Year 5 Avg Hourly Rate |
| Year 5 | $81.03 | + | 3.0% | = | $83.47 | Year 6 Avg Hourly Rate |
| Year 6 | $83.47 | + | 3.0% | = | $85.97 | Year 7 Avg Hourly Rate |

**3. Calculate estimated hours per year (Multiply estimate % each year by total hours)**

| | Estimated % Completed Each Year | | Total Hours per Cost Proposal | | Total Hours per Year | |
|---|---|---|---|---|---|---|
| Year 1 | 25.00% | * | 30.0 | = | 7.5 | Estimated Hours Year 1 |
| Year 2 | 75.00% | * | 30.0 | = | 22.5 | Estimated Hours Year 2 |
| Year 3 | 0.00% | * | 30.0 | = | 0.0 | Estimated Hours Year 3 |
| Year 4 | | * | 30.0 | = | 0.0 | Estimated Hours Year 4 |
| Year 5 | | * | 30.0 | = | 0.0 | Estimated Hours Year 5 |
| Year 6 | | * | 30.0 | = | 0.0 | Estimated Hours Year 6 |
| Total | 100% | | Total | = | 30.0 | |

**4. Calculate Total Costs including Escalation (Multiply Average Hourly Rate by the number of hours)**

| | Avg Hourly Rate (calculated above) | | Estimated hours (calculated above) | | Cost per Year | |
|---|---|---|---|---|---|---|
| Year 1 | $72.00 | * | 7.5 | = | $539.99 | Estimated Hours Year 1 |
| Year 2 | $74.16 | * | 22.5 | = | $1,668.56 | Estimated Hours Year 2 |
| Year 3 | $76.38 | * | 0.0 | = | $0.00 | Estimated Hours Year 3 |
| Year 4 | $78.67 | * | 0.0 | = | $0.00 | Estimated Hours Year 4 |
| Year 5 | $81.03 | * | 0.0 | = | $0.00 | Estimated Hours Year 5 |
| Year 6 | $83.47 | * | 0.0 | = | $0.00 | Estimated Hours Year 6 |
| | Total Direct Labor Cost with Escalation | | | = | $2,208.55 | |
| | Direct Labor Subtotal before Escalation | | | = | $2,159.95 | |
| | Estimated total of Direct Labor Salary Increase | | | = | **$48.60** | Transfer to Page 1 |

NOTES:

1. This is not the only way to estimate salary increases. Other methods will be accepted if they clearly indicate the % increase, the # of years of the contract, and a breakdown of the labor to be performed each year.
2. An estimation that is based on direct labor multiplied by salary increase % multiplied by the # of years is not acceptable.
(i.e. $250,000 x 2% x 5 yrs = $25,000 is not an acceptable methodology)
3. This assumes that one year will be worked at the rate on the cost proposal before salary increases are granted.
4. Calculations for anticipated salary escalation must be provided.

**Certification of Direct Costs:**

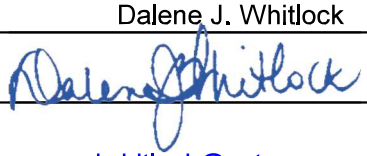
I, the undersigned, certify to the best of my knowledge and belief that all direct costs identified on the cost proposal(s) in this contract are actual, reasonable, allowable, and allocable to the contract in accordance with the contract terms and the following requirements:

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: | Dalene J. Whitlock | Title *: | Senior Principal/CFO |
| Signature : |  | Date of Certification (mm/dd/yyyy): | 8/5/2025 |
| Email: | dwhitlock@w-trans.com | Phone Number: | (707) 284-7538 |
| Address: | 490 Mendocino Avenue, Suite 201, Santa Rosa, CA 95401 | | |

*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:

| |
|---|
| Transportation Engineering |