

DRAFT Second Amended and Restated Agreement for Development of Sonoma County Drought Resilience Plan

This second amended and restated agreement ("Second Amended and Restated Agreement" or "Agreement") is by and between **Sonoma County Water Agency**, a body corporate and politic of the State of California ("Sonoma Water") and **West Yost & Associates, Inc.**, a California corporation ("Consultant"). The Effective Date of this Agreement is the date the Agreement is last signed by the parties to the Agreement, unless otherwise specified in Paragraph 5.1.

RECITALS

- A. Consultant represents that it is a duly qualified and licensed engineering firm, experienced in drought resilience planning and related services.
- B. Sonoma Water and its water contractors have several ongoing water management programs to mitigate impacts of drought. Several areas of Sonoma County are not covered by these programs because they are not within the service areas of, or receive limited service from, Sonoma Water (Study Area). These areas have experienced varied impacts during drought depending on the adequacy of existing engineered water systems and production capacity of local groundwater wells. The Study Area will be the focus of the Drought Resilience Plan (Plan).
- C. In 2021, the California State Senate passed SB 552 that added requirements to address gaps in local and state water management for drought resiliency and water shortage preparedness. SB 552 places the drought and water shortage planning responsibility on counties for small water systems and domestic well communities within each county's jurisdiction.
- D. Sonoma County, led by Sonoma Water and the Sonoma County Department of Emergency Management (DEM), formed a multi-agency, multi-stakeholder County Drought Task Force (Drought Task Force) in 2022. The Drought Task Force needs an engineering consulting firm to assist Sonoma Water and DEM in preparing the Plan to meet the requirements of SB 552.
- E. The Plan is being funded in part by County of Sonoma Board of Supervisor's Climate Resilience Fund.
- F. Under this Agreement, Consultant will prepare the Plan.
- G. Sonoma Water and Consultant first entered into this Agreement on June 15, 2023, in the amount of \$175,000.
- H. The First Amended and Restated Agreement extended the term of the Agreement by one year for a new term end date of June 30, 2026, with no change to the Agreement amount.
- I. This Second Amended and Restated Agreement adjusts and adds to the scope of work to facilitate collaboration with DEM and avoid duplication of effort during preparation of the countywide Plan, allows for Consultant to increase its rates, adds one year to the

Agreement term, reallocates budget to include new tasks, at no additional cost to Sonoma Water, to provide Consultant additional time to do the work, for a new term end date of June 30, 2027.

- J. This Second Amended and Restated Agreement supersedes all previous agreements between the parties.

In consideration of the foregoing recitals and the mutual covenants contained herein, the parties hereto agree as follows:

AGREEMENT

1. RECITALS

- 1.1. The above recitals are true and correct and are incorporated herein.

2. LIST OF EXHIBITS

- 2.1. The following exhibits are attached hereto and incorporated herein:
- a. Exhibit A: Scope of Work.
 - b. Exhibit B: Schedule of Costs.
 - c. Exhibit C: Estimated Budget for Scope of Work.
 - d. Exhibit D: Insurance Requirements.

3. SCOPE OF SERVICES

- 3.1. *Consultant's Specified Services:* Consultant shall perform the services described in Exhibit A (Scope of Work), within the times or by the dates provided for in Exhibit A and pursuant to Article 9 (Prosecution of Work). In the event of a conflict between the body of this Agreement and Exhibit A, the provisions in the body of this Agreement shall control.
- 3.2. *Cooperation with Sonoma Water:* Consultant shall cooperate with Sonoma Water in the performance of all work hereunder. Consultant shall coordinate the work with Sonoma Water's Project Manager. Contact information and mailing addresses:

Sonoma Water	Consultant
Project Manager: Sasha Ponomareva 404 Aviation Boulevard Santa Rosa, California 95403-9019 Phone: 512-226-3351 Email: sasha.ponomareva@scwa.ca.gov	Contact: Rhodora Biagtan 2020 Research Park Drive Davis, California 95618 Phone: 916-306-2206 Email: rbiagtan@westyost.com
Remit invoices to:	Remit payments to:
Accounts Payable Same address as above or Email: ap.agreements@scwa.ca.gov	Same address as above Attn: Accounts Receivable

3.3. *Performance Standard and Standard of Care:* Consultant hereby agrees that all its work will be performed and that its operations shall be conducted in accordance with that degree of skill and care ordinarily exercised by practicing engineering professionals performing similar services at the same or similar circumstances and conditions. Consultant shall exercise usual and customary professional care in its efforts to comply with applicable standards of a reasonable professional having specialized knowledge and expertise in the services provided under this Agreement and in accordance with all applicable federal, state and local laws, including all state and local orders and guidance related to COVID-19 as may be amended from time to time, it being understood that acceptance of Consultant's work by Sonoma Water shall not operate as a waiver or release. Sonoma Water has relied upon the professional ability and training of Consultant as a material inducement to enter into this Agreement. If Sonoma Water determines that any of Consultant's work is not in accordance with such level of competency and standard of care, Sonoma Water, in its sole discretion, shall have the right to do any or all of the following: (a) require Consultant to meet with Sonoma Water to review the quality of the work and resolve matters of concern; (b) require Consultant to repeat the work at no additional charge until it is satisfactory; (c) terminate this Agreement pursuant to the provisions of Article 6 (Termination); or (d) pursue any and all other remedies at law or in equity.

3.4. *Assigned Personnel:*

- a. Consultant shall assign only competent personnel to perform work hereunder. In the event that at any time Sonoma Water, in its sole discretion, desires the removal of any person or persons assigned by Consultant to perform work hereunder, Consultant shall remove such person or persons immediately upon receiving written notice from Sonoma Water.
- b. Any and all persons identified in this Agreement or any exhibit hereto as the project manager, project team, or other professional performing work hereunder are deemed by Sonoma Water to be key personnel whose services were a material inducement to Sonoma Water to enter into this Agreement, and without whose services Sonoma Water would not have entered into this Agreement. Consultant shall not remove, replace, substitute, or otherwise change any key personnel without the prior written consent of Sonoma Water.
- c. In the event that any of Consultant's personnel assigned to perform services under this Agreement become unavailable due to resignation, sickness, or other factors outside of Consultant's control, Consultant shall be responsible for timely provision of adequately qualified replacements.

4. PAYMENT

4.1. *Total Costs:*

- a. Total costs under this Agreement shall not exceed \$175,000.

- b. Total costs for Tasks 1-5 shall not exceed \$150,000.
 - c. Total costs for Optional Task 6, if requested in writing by Sonoma Water, shall not exceed \$25,000.
 - d. No more than \$145,000 will be paid for Tasks 1-5 until the final Plan is submitted under Task 4.
- 4.2. *Method of Payment:* Consultant shall be paid in accordance with the following terms: Consultant shall be paid in accordance with Exhibit B (Schedule of Costs). Billed hourly rates shall include all costs for overhead and any other charges, other than expenses specifically identified in Exhibit B. Expenses not expressly authorized by the Agreement shall not be reimbursed.
- 4.3. *Invoices:* Consultant shall submit its bills in arrears on a monthly basis, based on work completed for the period, in a form approved by Sonoma Water. The bills shall show or include:
- a. Consultant name.
 - b. Agreement title and TW 22/23-088B.
 - c. Sonoma Water's Project-Activity Code B0015D021.
 - d. Task performed with an itemized description of services rendered by date.
 - e. Summary of work performed by subconsultants, as described in Paragraph 14.4.
 - f. Time in quarter hours devoted to the task.
 - g. Hourly rate or rates of the persons performing the task.
 - h. List of reimbursable materials and expenses.
 - i. Copies of receipts for reimbursable materials and expenses.
- 4.4. *Cost Tracking:* Consultant has provided an estimated breakdown of costs, included in Exhibit C (Estimated Budget for Scope of Work). Exhibit C will only be used as a tool to monitor progress of work and budget. Actual payment will be made as specified in Paragraph 4.2 above.
- 4.5. *Rate Changes:* Upon at least 30 days written notice, Consultant may change the hourly rates up to 5 percent per year, commencing one year from the Effective Date of this Agreement and no more than once every 12 months thereafter.
- 4.6. *Timing of Payments:* Unless otherwise noted in this Agreement, payments shall be made within the normal course of Sonoma Water business after presentation of an invoice in a form approved by Sonoma Water for services performed. Payments shall be made only upon the satisfactory completion of the services as determined by Sonoma Water.
- 4.7. *Taxes Withheld by Sonoma Water:*
- a. Pursuant to California Revenue and Taxation Code (R&TC) section 18662, Sonoma Water shall withhold seven percent of the income paid to

Consultant for services performed within the State of California under this Agreement, for payment and reporting to the California Franchise Tax Board, if Consultant does not qualify as: (1) a corporation with its principal place of business in California, (2) an LLC or Partnership with a permanent place of business in California, (3) a corporation/LLC or Partnership qualified to do business in California by the Secretary of State, or (4) an individual with a permanent residence in the State of California.

- b. If Consultant does not qualify, as described in Paragraph 4.7.a, Sonoma Water requires that a completed and signed Form 587 be provided by Consultant in order for payments to be made. If Consultant is qualified, as described in Paragraph 4.7.a, then Sonoma Water requires a completed Form 590. Forms 587 and 590 remain valid for the duration of the Agreement provided there is no material change in facts. By signing either form, Consultant agrees to promptly notify Sonoma Water of any changes in the facts. Forms should be sent to Sonoma Water pursuant to Article 15 (Method and Place of Giving Notice, Submitting Bills, and Making Payments) of this Agreement. To reduce the amount withheld, Consultant has the option to provide Sonoma Water with either a full or partial waiver from the State of California.

5. TERM OF AGREEMENT AND COMMENCEMENT OF WORK

5.1. *Term of Agreement:*

- a. The term of this Agreement shall be from June 15, 2023 ("Effective Date") to June 30, 2027, unless terminated earlier in accordance with the provisions of Article 6 (Termination).
- b. Sonoma Water shall have one option to extend this Agreement for a period of one year each by providing written notice to Consultant thirty days in advance of the expiration date noted in this Article and of the first extension option. The extension shall be formalized in an amended agreement or amendment signed by Sonoma Water and Consultant.

- 5.2. *Commencement of Work:* Consultant is authorized to proceed immediately with the performance of this Agreement upon the Effective Date of this Agreement.

6. TERMINATION

- 6.1. *Authority to Terminate:* Sonoma Water's right to terminate may be exercised by Sonoma County Water Agency's General Manager.
- 6.2. *Termination Without Cause:* Notwithstanding any other provision of this Agreement, at any time and without cause, Sonoma Water shall have the right, in its sole discretion, to terminate this Agreement by giving 5 days written notice to Consultant.

- 6.3. *Termination for Cause:* Notwithstanding any other provision of this Agreement, should Consultant fail to perform any of its obligations hereunder, within the time and in the manner herein provided, or otherwise violate any of the terms of this Agreement, Sonoma Water may immediately terminate this Agreement by giving Consultant written notice of such termination, stating the reason for termination.
- 6.4. *Delivery of Work Product and Final Payment Upon Termination:* In the event of termination, Consultant, within 14 days following the date of termination, shall deliver to Sonoma Water all reports, original drawings, graphics, plans, studies, and other data or documents, in whatever form or format, assembled or prepared by Consultant or Consultant's subcontractors, consultants, and other agents in connection with this Agreement subject to Paragraph 12.10 and shall submit to Sonoma Water an invoice showing the services performed, hours worked, and copies of receipts for reimbursable expenses up to the date of termination.
- 6.5. *Payment Upon Termination:* Upon termination of this Agreement by Sonoma Water, Consultant shall be entitled to receive as full payment for all services satisfactorily rendered and reimbursable expenses properly incurred hereunder, an amount which bears the same ratio to the total payment specified in the Agreement as the services satisfactorily rendered hereunder by Consultant bear to the total services otherwise required to be performed for such total payment; provided, however, that if services are to be paid on a per-hour or per-day basis, then Consultant shall be entitled to receive as full payment an amount equal to the number of hours or days actually worked prior to termination multiplied by the applicable hourly or daily rate; and further provided, however, that if Sonoma Water terminates the Agreement for cause pursuant to Paragraph 6.3, Sonoma Water shall deduct from such amounts the amount of damage, if any, sustained by Sonoma Water by virtue of the breach of the Agreement by Consultant.
- 6.6. *Change in Funding:* Consultant understands and agrees that Sonoma Water shall have the right to terminate this Agreement immediately upon written notice to Consultant in the event that (1) any state or federal agency or other funder reduces, withholds or terminates funding which Sonoma Water anticipated using to pay Consultant for services provided under this Agreement or (2) Sonoma Water has exhausted all funds legally available for payments due under this Agreement.

7. INDEMNIFICATION

- 7.1. Consultant agrees to accept all responsibility for loss or damage to any person or entity, including Sonoma County Water Agency, and to indemnify, hold harmless, and release Sonoma County Water Agency, its officers, agents, and employees, from and against any actions, claims, damages, liabilities, disabilities, or

expenses, to the extent that these claims arise out of, pertain to, or relate to the negligence, recklessness, or willful misconduct of Consultant's or its agents', employees', contractors', subcontractors', or invitees' performance or obligations under this Agreement. Consultant agrees to provide a complete defense for any claim or action brought against Sonoma County Water Agency based upon a claim relating to Consultant's or its agents', employees', contractors', subcontractors', or invitees' negligence, recklessness, or willful misconduct. Consultant's obligations under this Article 7 apply whether or not there is concurrent or contributory negligence on the part of Sonoma County Water Agency, but, to the extent required by law, excluding liability due to conduct of Sonoma County Water Agency. Sonoma County Water Agency shall have the right to select its legal counsel at Consultant's expense, subject to Consultant's approval, which shall not be unreasonably withheld. This indemnification obligation is not limited in any way by any limitation on the amount or type of damages or compensation payable to or for Consultant or its agents, employees, contractors, subcontractors, or invitees under workers' compensation acts, disability benefits acts, or other employee benefit acts.

8. INSURANCE

- 8.1. With respect to performance of work under this Agreement, Consultant shall maintain and shall require all of its subcontractors, consultants, and other agents to maintain, insurance as described in Exhibit D (Insurance Requirements).

9. PROSECUTION OF WORK

- 9.1. Performance of the services hereunder shall be completed within the time required herein, provided, however, that if the performance is delayed by earthquake, flood, high water, or other Act of God or by strike, lockout, or similar labor disturbances, the time for Consultant's performance of this Agreement shall be extended by a number of days equal to the number of days Consultant has been delayed.

10. EXTRA OR CHANGED WORK

- 10.1. Extra or changed work or other changes to the Agreement may be authorized only by written amendment to this Agreement, signed by both parties. Changes to lengthen time schedules or make minor modifications to the scope of work, which do not increase the amount paid under the Agreement, may be executed by Sonoma County Water Agency's General Manager in a form approved by County Counsel. The parties expressly recognize that Sonoma Water personnel are without authorization to order all other extra or changed work or waive Agreement requirements. Failure of Consultant to secure such written authorization for extra or changed work shall constitute a waiver of any and all right to adjustment in the Agreement price or Agreement time due to such unauthorized work and thereafter Consultant shall be entitled to no compensation whatsoever for the performance of such work. Consultant further

expressly waives any and all right or remedy by way of restitution and quantum meruit for any and all extra work performed without such express and prior written authorization of Sonoma Water.

11. CONTENT ONLINE ACCESSIBILITY

- 11.1. *Accessibility:* Sonoma Water policy requires that all documents that may be published to the Web meet accessibility standards to the greatest extent possible and utilizing available existing technologies.
- 11.2. *Standards:* All consultants responsible for preparing content intended for use or publication on a Sonoma Water managed or Sonoma Water funded web site must comply with applicable federal accessibility standards established by 36 C.F.R. section 1194, pursuant to section 508 of the Rehabilitation Act of 1973, as amended (29 U.S.C. § 794(d)), Sonoma Water's Web Standards & Guidelines located at <https://sonomacounty.ca.gov/Services/Web-Standards-and-Guidelines/> and Sonoma Water's Web Site Accessibility Policy located at <https://sonomacounty.ca.gov/CAO/Administrative-Policies/9-3-Website-Accessibility-Policy/>.
- 11.3. *Alternate Format:* When it is strictly impossible due to the unavailability of technologies required to produce an accessible document, Consultant shall identify the anticipated accessibility deficiency prior to commencement of any work to produce such deliverables. Consultant agrees to cooperate with Sonoma Water in the development of alternate document formats to maximize the facilitative features of the impacted document(s); e.g., embedding the document with alt-tags that describe complex data/tables.
- 11.4. *Noncompliant Materials; Obligation to Cure:* Remediation of any materials that do not comply with Sonoma Water's Web Site Accessibility Policy shall be the responsibility of Consultant. If Sonoma Water, in its sole and absolute discretion, determines that any deliverable intended for use or publication on any Sonoma Water managed or Sonoma Water funded Web site does not comply with Sonoma Water Accessibility Standards, Sonoma Water will promptly inform Consultant in writing. Upon such notice, Consultant shall, without charge to Sonoma Water, repair or replace the non-compliant materials within such period of time as specified by Sonoma Water in writing. If the required repair or replacement is not completed within the time specified, Sonoma Water shall have the right to do any or all of the following, without prejudice to Sonoma Water's right to pursue any and all other remedies at law or in equity:
 - a. Cancel any delivery or task order
 - b. Terminate this Agreement pursuant to the provisions of Article 6 (Termination); and/or
 - c. In the case of custom Electronic and Information Technology (EIT) developed by Consultant for Sonoma Water, Sonoma Water may have any necessary changes or repairs performed by itself or by another contractor. In such

event, Consultant shall be liable for all expenses incurred by Sonoma Water in connection with such changes or repairs.

- 11.5. *Sonoma Water's Rights Reserved:* Notwithstanding the foregoing, Sonoma Water may accept deliverables that are not strictly compliant with Sonoma Water Accessibility Standards if Sonoma Water, in its sole and absolute discretion, determines that acceptance of such products or services is in Sonoma Water's best interest.

12. REPRESENTATIONS OF CONSULTANT

- 12.1. *Status of Consultant:* The parties intend that Consultant, in performing the services specified herein, shall act as an independent contractor and shall control the work and the manner in which it is performed. Consultant is not to be considered an agent or employee of Sonoma Water and is not entitled to participate in any pension plan, worker's compensation plan, insurance, bonus, or similar benefits Sonoma Water provides its employees. In the event Sonoma Water exercises its right to terminate this Agreement pursuant to Article 6 (Termination), Consultant expressly agrees that it shall have no recourse or right of appeal under rules, regulations, ordinances, or laws applicable to employees.
- 12.2. *No Suspension or Debarment:* Consultant warrants that it is not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in covered transactions by any federal department or agency. Consultant also warrants that it is not suspended or debarred from receiving federal funds as listed in the List of Parties Excluded from Federal Procurement or Non-procurement Programs issued by the General Services Administration. If Consultant becomes debarred, Consultant has the obligation to inform Sonoma Water.
- 12.3. *Taxes:* Consultant agrees to file federal and state tax returns and pay all applicable taxes on amounts paid pursuant to this Agreement and shall be solely liable and responsible to pay such taxes and other obligations, including, but not limited to, state and federal income and FICA taxes. Consultant agrees to indemnify and hold Sonoma Water harmless from any liability which it may incur to the United States or to the State of California or to any other public entity as a consequence of Consultant's failure to pay, when due, all such taxes and obligations. In case Sonoma Water is audited for compliance regarding any withholding or other applicable taxes, Consultant agrees to furnish Sonoma Water with proof of payment of taxes on these earnings.
- 12.4. *Records Maintenance:* Consultant shall keep and maintain full and complete documentation and accounting records concerning all services performed that are compensable under this Agreement and shall make such documents and records available to Sonoma Water for inspection at any reasonable time. Consultant shall maintain such records for a period of four (4) years following completion of work hereunder.

- 12.5. *Conflict of Interest:* Consultant covenants that it presently has no interest and that it will not acquire any interest, direct or indirect, that represents a financial conflict of interest under state law or that would otherwise conflict in any manner or degree with the performance of its services hereunder. Consultant further covenants that in the performance of this Agreement no person having any such interests shall be employed. In addition, if required by law or requested to do so by Sonoma Water, Consultant shall submit a completed Fair Political Practices Commission Statement of Economic Interests (Form 700) with Sonoma Water within 30 calendar days after the Effective Date of this Agreement and each year thereafter during the term of this Agreement, or as required by state law.
- 12.6. *Statutory Compliance/Living Wage Ordinance:* Consultant agrees to comply, and to ensure compliance by its subconsultants or subcontractors, with all applicable federal, state and local laws, regulations, statutes and policies, including but not limited to the County of Sonoma Living Wage Ordinance, applicable to the services provided under this Agreement as they exist now and as they are changed, amended or modified during the term of this Agreement. Without limiting the generality of the foregoing, Consultant expressly acknowledges and agrees that this Agreement is subject to the provisions of Article XXVI of Chapter 2 of the Sonoma County Code, requiring payment of a living wage to covered employees. Noncompliance during the term of the Agreement will be considered a material breach and may result in termination of the Agreement or pursuit of other legal or administrative remedies.
- 12.7. *Nondiscrimination:* Consultant shall comply with all applicable federal, state, and local laws, rules, and regulations in regard to nondiscrimination in employment because of race, color, ancestry, national origin, religion, sex, marital status, age, medical condition, pregnancy, disability, sexual orientation or other prohibited basis. All nondiscrimination rules or regulations required by law to be included in this Agreement are incorporated herein by this reference.
- 12.8. *AIDS Discrimination:* Consultant agrees to comply with the provisions of Chapter 19, Article II, of the Sonoma County Code prohibiting discrimination in housing, employment, and services because of AIDS or HIV infection during the term of this Agreement and any extensions of the term.
- 12.9. *Assignment of Rights:* Consultant assigns to Sonoma Water all rights throughout the world in perpetuity in the nature of copyright, trademark, patent, right to ideas, in and to all versions of the work, if any, now or later prepared by Consultant in connection with this Agreement. Consultant agrees to take such actions as are necessary to protect the rights assigned to Sonoma Water in this Agreement, and to refrain from taking any action which would impair those rights. Consultant's responsibilities under this provision include, but are not limited to, placing proper notice of copyright on all versions of the plans and specifications as Sonoma Water may direct, and refraining from disclosing any

versions of the plans and specifications to any third party without first obtaining written permission of Sonoma Water. Consultant shall not use or permit another to use the plans and specifications in connection with this or any other project without first obtaining written permission of Sonoma Water.

- 12.10. *Ownership and Disclosure of Work Product:* All reports, original drawings, graphics, plans, studies, and other data or documents (“documents”), in whatever form or format, assembled or prepared by Consultant or Consultant’s subcontractors, consultants, and other agents in connection with this Agreement shall be the property of Sonoma Water. Sonoma Water shall be entitled to immediate possession of such documents upon completion of the work pursuant to this Agreement. Upon expiration or termination of this Agreement, Consultant shall promptly deliver to Sonoma Water all such documents, which have not already been provided to Sonoma Water in such form or format as Sonoma Water deems appropriate. Such documents shall be and will remain the property of Sonoma Water without restriction or limitation. Consultant may retain copies of the above-described documents but agrees not to disclose or discuss any information gathered, discovered, or generated in any way through this Agreement without the express written permission of Sonoma Water. Any use by the parties of Consultant’s work product for any purpose other than the purpose contemplated under this Agreement shall be at the parties’ sole risk.
- 12.11. *Authority:* The undersigned hereby represents and warrants that the undersigned has authority to execute and deliver this Agreement on behalf of Consultant.
- 12.12. *Nondisclosure of Confidential Information:* While doing the work required by this Agreement, Consultant may have access to technical information and materials pertaining to Sonoma Water’s sensitive information or data determined by Sonoma Water to be confidential (“Confidential Information”). The Confidential Information may include confidential or proprietary information or trade secrets exempt from disclosure under provisions of the California Public Records Act. In consideration of disclosure by Sonoma Water of Confidential Information to Consultant, Consultant and its agents shall hold any material or information designated by Sonoma Water as Confidential in strict confidence and shall not disclose it or otherwise make it available, in any form or matter whatsoever, to any person or entity without the prior written consent of Sonoma Water, except as may be ordered by a court of law. Immediately upon receipt of any request or demand for disclosure of any Confidential Information within the scope of this Agreement, Consultant shall give Sonoma Water written notice and a copy of the request and the time period, if any, within which Consultant is required to respond to the request. Upon termination of this Agreement, Consultant shall return Confidential Information in its possession, including copies, to Sonoma Water. Consultant’s obligation to maintain material and information designated as Confidential in strict confidence shall survive completion of work under this Agreement and termination of this Agreement and, as provided for in Paragraph

12.10, Consultant agrees not to disclose or discuss any information gathered, discovered, or generated in any way through this Agreement without the express written permission of Sonoma Water.

13. DEMAND FOR ASSURANCE

- 13.1. Each party to this Agreement undertakes the obligation that the other's expectation of receiving due performance will not be impaired. When reasonable grounds for insecurity arise with respect to the performance of either party, the other may in writing demand adequate assurance of due performance and until such assurance is received may, if commercially reasonable, suspend any performance for which the agreed return has not been received. "Commercially reasonable" includes not only the conduct of a party with respect to performance under this Agreement, but also conduct with respect to other agreements with parties to this Agreement or others. After receipt of a justified demand, failure to provide within a reasonable time, but not exceeding thirty (30) days, such assurance of due performance as is adequate under the circumstances of the particular case is a repudiation of this Agreement. Acceptance of any improper delivery, service, or payment does not prejudice the aggrieved party's right to demand adequate assurance of future performance. Nothing in this Article 13 limits Sonoma Water's right to terminate this Agreement pursuant to Article 6 (Termination).

14. ASSIGNMENT AND DELEGATION

- 14.1. *Consent:* Neither party hereto shall assign, delegate, sublet, or transfer any interest in or duty under this Agreement without the prior written consent of the other, and no such transfer shall be of any force or effect whatsoever unless and until the other party shall have so consented.
- 14.2. *Subcontracts:* Notwithstanding the foregoing, Consultant may enter into subcontracts with the subconsultants specifically identified herein. If no subconsultants are listed, then no subconsultants will be utilized in the performance of the work specified in this Agreement.
- 14.3. *Change of Subcontractors or Subconsultants:* If, after execution of the Agreement, parties agree that subconsultants not listed in Paragraph 14.2 will be utilized, Consultant may enter into subcontracts with subconsultants to perform other specific duties pursuant to the provisions of this Paragraph 14.3. The following provisions apply to any subcontract entered into by Consultant other than those listed in Paragraph 14.2:
- a. Prior to entering into any contract with subconsultant, Consultant shall obtain Sonoma Water approval of subconsultant.
 - b. All agreements with subconsultants shall (a) contain indemnity requirements in favor of Sonoma Water in substantially the same form as that contained in Article 7 (Indemnification), (b) contain language that the subconsultant may

be terminated with or without cause upon reasonable written notice, and
(c) prohibit the assignment or delegation of work under the agreement to any third party.

- 14.4. *Summary of Subconsultants' Work:* Consultant shall provide Sonoma Water with a summary of work performed by subconsultants with each invoice submitted under Paragraph 4.3. Such summary shall identify the individuals performing work on behalf of subconsultants and the total amount paid to subconsultant, broken down by the tasks listed in the Scope of Work.

15. METHOD AND PLACE OF GIVING NOTICE, SUBMITTING BILLS, AND MAKING PAYMENTS

- 15.1. *Method of Delivery:* All notices, bills, and payments shall be made in writing and shall be given by personal delivery, U.S. Mail, courier service, or electronic means. Notices, bills, and payments shall be addressed as specified in Paragraph 3.2.
- 15.2. *Receipt:* When a notice, bill, or payment is given by a generally recognized overnight courier service, the notice, bill, or payment shall be deemed received on the next business day. When a copy of a notice, bill, or payment is sent by electronic means, the notice, bill, or payment shall be deemed received upon transmission as long as (1) the original copy of the notice, bill, or payment is deposited in the U.S. mail and postmarked on the date of the electronic transmission (for a payment, on or before the due date), (2) the sender has a written confirmation of the electronic transmission, and (3) the electronic transmission is transmitted before 5 p.m. (recipient's time). In all other instances, notices, bills, and payments shall be effective upon receipt by the recipient. Changes may be made in the names and addresses of the person to whom notices are to be given by giving notice pursuant to this Article 15.

16. MISCELLANEOUS PROVISIONS

- 16.1. *No Bottled Water:* In accordance with Sonoma Water Board of Directors Resolution No. 09-0920, dated September 29, 2009, no Sonoma Water funding shall be used to purchase single-serving, disposable water bottles for use in Sonoma Water facilities or at Sonoma Water-sponsored events. This restriction shall not apply when potable water is not available.
- 16.2. *No Waiver of Breach:* The waiver by Sonoma Water of any breach of any term or promise contained in this Agreement shall not be deemed to be a waiver of such term or promise or any subsequent breach of the same or any other term or promise contained in this Agreement.
- 16.3. *Construction:* To the fullest extent allowed by law, the provisions of this Agreement shall be construed and given effect in a manner that avoids any violation of statute, ordinance, regulation, or law. The parties covenant and

agree that in the event that any provision of this Agreement is held by a court of competent jurisdiction to be invalid, void, or unenforceable, the remainder of the provisions hereof shall remain in full force and effect and shall in no way be affected, impaired, or invalidated thereby. Consultant and Sonoma Water acknowledge that they have each contributed to the making of this Agreement and that, in the event of a dispute over the interpretation of this Agreement, the language of the Agreement will not be construed against one party in favor of the other. Consultant and Sonoma Water acknowledge that they have each had an adequate opportunity to consult with counsel in the negotiation and preparation of this Agreement.

- 16.4. *Consent:* Wherever in this Agreement the consent or approval of one party is required to an act of the other party, such consent or approval shall not be unreasonably withheld or delayed.
- 16.5. *No Third-Party Beneficiaries:* Except as provided in Article 7 (Indemnification), nothing contained in this Agreement shall be construed to create and the parties do not intend to create any rights in third parties.
- 16.6. *Applicable Law and Forum:* This Agreement shall be construed and interpreted according to the substantive law of California, regardless of the law of conflicts to the contrary in any jurisdiction. Any action to enforce the terms of this Agreement or for the breach thereof shall be brought and tried in Santa Rosa or in the forum nearest to the City of Santa Rosa, in the County of Sonoma.
- 16.7. *Captions:* The captions in this Agreement are solely for convenience of reference. They are not a part of this Agreement and shall have no effect on its construction or interpretation.
- 16.8. *Merger:* This writing is intended both as the final expression of the Agreement between the parties hereto with respect to the included terms and as a complete and exclusive statement of the terms of the Agreement, pursuant to Code of Civil Procedure section 1856. Each Party acknowledges that, in entering into this Agreement, it has not relied on any representation or undertaking, whether oral or in writing, other than those which are expressly set forth in this Agreement. No modification of this Agreement shall be effective unless and until such modification is evidenced by a writing signed by both parties.
- 16.9. *Survival of Terms:* All express representations, waivers, indemnifications, and limitations of liability included in this Agreement will survive its completion or termination for any reason.
- 16.10. *Time of Essence:* Time is and shall be of the essence of this Agreement and every provision hereof.
- 16.11. *Counterpart; Electronic Signatures:* The parties agree that this Agreement may be executed in two or more counterparts, each of which shall be deemed an original, and together which when executed by the requisite parties shall be

deemed to be a complete original agreement. Counterparts may be delivered via facsimile, electronic mail (including PDF), or other transmission method, and any counterpart so delivered shall be deemed to have been duly and validly delivered, be valid and effective for all purposes, and shall have the same legal force and effect as an original document. This Agreement, and any counterpart, may be electronically signed by each or any of the parties through the use of any commercially-available digital and/or electronic signature software or other electronic signature method in compliance with the U.S. federal E-SIGN Act of 2000, California’s Uniform Electronic Transactions Act (Cal. Civil Code § 1633.1 et seq.), or other applicable law. By its use of any electronic signature below, the signing party agrees to have conducted this transaction and to execution of this Agreement by electronic means.

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IN WITNESS WHEREOF, the parties hereto have executed this Agreement as of the date last signed by the parties to the Agreement.

TW 22/23-088B

Approved as to form:

By: _____
Cory Wurtzel O'Donnell
Chief Deputy County Counsel

Insurance Documentation is on file with
Sonoma Water

Date/TW Initials: 6/6/25rv

Sonoma County Water Agency

West Yost & Associates, Inc., a California
corporation

By: _____
Grant Davis
General Manager
Authorized per Sonoma County Water
Agency's Board of Directors Action on
October 14, 2025

By: _____
Charles Duncan
President, CEO

Date: _____

Date: _____

Exhibit A

Scope of Work

Original and First Amended and Restated Agreements:

1. **TASKS**

1.1. Task 1: Gather and Review Background and Historical Information

- a. Collect and review data and available reports needed to prepare the Drought Resilience Plan (Plan):
 - i. Prepare a data request list and questionnaire for completion by Sonoma Water and representatives from the five Supervisorial Districts to include, but not be limited to, the following items:
 - a) 2013-2015 drought impact information.
 - b) Demographics, water sources, and water delivery systems.
- b. Work with Sonoma Water for clarification of information received and to identify data gaps.
- c. Conduct research and compile other relevant information for development of the Plan from sources other than stakeholders. Identify gaps in information.
- d. Deliverables: Submit the below deliverables in accordance with Paragraph 2.1 (Review and Acceptance of Deliverables).

Deliverable, Task 1	Due Date
Data request list and questionnaire	Within 20 calendar days of Internal Kickoff Meeting in Paragraph 1.5.b

1.2. Task 2: Conduct Risk and Vulnerability Assessment

- a. Prepare a risk assessment methodology relevant to areas of Sonoma County not covered by existing water management programs because they are not within the service areas of, or receive limited service from, Sonoma Water (Study Area), and as consistent with the December 2022 draft version of the California Department of Water Resources (DWR) SB 552 Guidebook as is feasible. For each Supervisorial District, the risk assessment will include, but not be limited to, the following items:
 - i. Description of water system, environmental, economic, and social impacts of past droughts.
 - ii. Inventory of available water supply sources and infrastructure.
 - iii. A vulnerability assessment based on physical factors, social factors, and water shortages, and evaluate the causes of drought impacts and their variability in the future.
- b. Prepare draft risk assessment matrices for each Supervisorial District, and an overall Study Area summary.

- c. Conduct two one-hour virtual joint workshops with Sonoma Water and Supervisorial District representatives to present the risk assessment matrices and obtain comments. Provide agenda and minutes.
- d. Prepare preliminary risk assessment matrices:
 - i. Incorporate workshop review comments and prepare a preliminary risk assessment matrix for Sonoma Water to share with DEM, the Drought Task Force, and other stakeholders for their review.
 - ii. Incorporate comments from Drought Task Force and stakeholders and prepare final risk assessment matrix for incorporation into the Plan.
- e. Deliverables: Submit the below deliverables in accordance with Paragraph 2.1 (Review and Acceptance of Deliverables).

Deliverables, Task 2	Due Date
Risk assessment methodology in Paragraph 1.2.a	Within 20 calendar days after submission of Task 1 deliverable
Draft risk assessment matrices in Paragraph 1.2.b	Within 40 calendar days after Sonoma Water's written comments on methodology
Workshops in Paragraph 1.2.c	Within 15 calendar days after Sonoma Water's written comments on draft risk assessment matrices
Workshop agendas	No later than 5 calendar days before workshop
Workshop minutes	No later than 5 calendar days after workshop
Preliminary risk assessment matrix in Paragraph 1.2.d	Within 20 calendar days after workshop.
Final risk assessment matrix in Paragraph 1.2.d.ii	Within 20 calendar days after Sonoma Water's written comments on preliminary risk assessment matrices

- 1.3. Task 3: Develop Short-Term Response Actions and Long-Term Mitigation Strategy and Actions
 - a. Prepare draft matrix table of short-term response actions and a matrix table of long-term drought impact mitigation strategy and actions for each Supervisorial District and summary tables for the entire Study Area. Including, but not limited to, the following items:
 - i. Discussion of public education and engagement opportunities for each relevant action and impact mitigation.
 - ii. Consolidations of existing water systems and domestic wells.
 - iii. Domestic well drinking water mitigation programs, including water shortage prevention.
 - iv. Provision of emergency and interim drinking water solutions.
 - v. Regional water infrastructure investments.
 - b. Evaluate next steps for Plan implementation. Including potential local, state, and federal funding sources, and data gaps.

- c. Prepare preliminary matrices and summaries that address Sonoma Water comments on draft for review by each Supervisorial District.
- d. Conduct two one-hour virtual joint workshops with Sonoma Water and Supervisorial District representatives to present preliminary short-term response actions and long-term drought impact mitigation strategy and actions and obtain input. Provide agenda and minutes.
- e. Prepare final matrices and summaries that addresses Supervisorial District, DEM, and stakeholder comments on preliminary matrices and summaries for inclusion in the Plan.
- f. Deliverables: Submit the below deliverables in accordance with Paragraph 2.1 (Review and Acceptance of Deliverables).

Deliverables, Task 3	Due Date
Draft matrices and summaries in Paragraph 1.3.a	Within 30 calendar days after Sonoma Water's written comments on Final risk assessment matrices in Paragraph 1.2.d.ii
Preliminary matrices and summaries in Paragraph 1.3.c	Within 15 calendar days after Sonoma Water's written comments on draft matrices and summaries in Paragraph 1.3.a
Workshops in Paragraph 1.3.d	Two workshops within 15 calendar days after distribution of preliminary matrices and summaries to Supervisorial District representatives in Paragraph 1.3.c.
Workshop agendas	No later than 5 calendar days before workshop
Workshop minutes	No later than 5 calendar days after workshop
Final matrices and summaries in Paragraph 1.3.e	Within 30 calendar days after Sonoma Water's written comments on preliminary matrices and summaries in Paragraph 1.3.c

1.4. Task 4: Prepare a Sonoma County Drought Resilience Plan (Plan)

- a. Prepare a Plan that includes, but is not limited to, the items below:
 - i. Table of Contents:
 - ii. Chapter 1. Introduction, Purpose, and Public Engagement Outreach
 - a) An introduction describing the focus on the Study Area and the purpose of the Plan. Provide an overview of Sonoma County, hydrology, demographics, number of state small water systems, and number of domestic wells.
 - b) Sonoma County's effort in outreach for public engagement in the preparation of the Plan.
 - iii. Chapter 2. County Drought and Water Shortage Task Force
 - a) Documentation of formation of the Drought Task Force, its role, purpose, responsibilities, and membership.

- iv. Chapter 3. Drought and Water Shortage Risk Assessment
 - a) A risk assessment and associated vulnerability assessment based on the Study Area's experiences from the 2013-2015, and 2020-2022 droughts, and climate change projections.
 - b) An overview of the approach, data used, and results. Identified data gaps and how the analysis may be refined if data is obtained.
- v. Chapter 4. Short-Term Response Actions
 - a) A list of short-term response actions based on results of the risk assessment and input from the Supervisorial Districts and Drought Task Force.
 - b) Funding strategy, public education, and public engagement opportunities.
 - c) Identification of knowledge gaps and data collection needs.
- vi. Chapter 5. Long-Term Mitigation Strategy and Actions
 - a) A list of long-term mitigation strategy and response actions based on results of the risk assessment and input from the Supervisorial Districts and Drought Task Force.
 - b) Funding strategy, public education, and public engagement opportunities.
 - c) Identified knowledge gaps and data collection needs.
- vii. Chapter 6. Implementation Considerations
 - a) Documentation of alignment of Plan with existing local and regional adaptation planning efforts, including Sonoma Water's Climate Adaptation Plan.
 - b) Identification of local funding opportunities Based on input from Sonoma Water, DEM, Drought Task Force, and Supervisorial Districts.
 - c) Identification of potential state, and federal funding options for implementation of the Plan.
- viii. Other information to support the study or as requested by Sonoma Water.
- b. Deliverables: Submit the below deliverables in accordance with Paragraph 2.1 (Review and Acceptance of Deliverables).

Deliverables, Task 4	Due Date
Draft Plan	Within 40 calendar days of Sonoma Water's written comments on final matrices and summaries in Paragraph 1.3.e
Final Plan	Within 15 calendar days of Sonoma Water's written comments on draft Plan

- 1.5. Task 5: Project Management and Coordination
 - a. Conduct 30-minute monthly project status conference call meetings with Sonoma Water.

- b. Conduct a one-hour virtual internal project kick-off meeting with Sonoma Water. Agenda to include, but not be limited to, the following items:
 - i. Requirements of and goals for the Plan.
 - ii. Coordination plans with County Drought Task Force.
 - iii. Definition of Study Area, and an initial list of communities to include using information from DWR.
 - iv. Purpose, objectives, and agenda for external kick-off meeting.
 - v. Participants and stakeholders to invite, and their expected roles.
 - vi. Review of preliminary data request list and questionnaire to be distributed to Supervisory Districts.
 - vii. Provide agenda and minutes.
- c. Conduct a one-hour virtual external project kick-off meeting with Sonoma Water, DEM, Drought Task Force, and Supervisorial Districts. Agenda to include, but not be limited to, the following items:
 - i. Purpose and objectives of the Plan.
 - ii. Roles of DEM, Drought Task Force, and Supervisorial District's representatives.
 - iii. Data needs for the study.
 - iv. Preliminary methodology for risk assessment.
 - v. Provide agenda and minutes.
- d. Deliverables: Submit the below deliverables in accordance with Paragraph 2.1 (Review and Acceptance of Deliverables).

Deliverables, Task 5	Due Date
Monthly conference calls with Sonoma Water with agenda	Monthly
Internal kick-off meeting	Within 20 calendar days after Effective Date of agreement
External kick-off meeting	Within 30 calendar days after internal kick-off meeting.
Agendas for meetings	No later than 5 calendar days before meeting
Minutes from meetings	No later than 5 calendar days after meeting

1.6. Optional Task 6: Additional Services

- a. Do not proceed with this task unless requested in writing by Sonoma Water.
- b. Perform additional services as requested by Sonoma Water to support the work under this Agreement. The additional services will be agreed to by Consultant and Sonoma Water and described in writing by Sonoma Water.

Deliverable, Optional Task 6	Due Date
To be determined	To be determined

Second Amended and Restated Agreement:

- 1.7. Task 7: Support Preparation of County Drought Resilience Plan
 - a. Transfer Information to DEM.
 - i. As requested by Sonoma Water, attend three one-hour coordination meetings with Sonoma Water and DEM and their consultant.
 - b. Contribute to Short-Term and Long-Term Actions and Strategies.
 - i. Review DEM's Draft Drought Response Action Report, Draft Long-Term Mitigation Recommendation Report, and Policy and Regulation Recommendation Report.
 - ii. Conduct a one-hour virtual meeting with Sonoma Water to discuss the items above.
 - a) Provide mark-ups of the documents reviewed to Sonoma Water to share with DEM.
 - c. Supervisorial District Feedback.
 - i. Provide feedback on which mitigation projects and strategies are applicable to each supervisorial district.
 - ii. Conduct five one-hour virtual meetings with Sonoma Water and representatives from each supervisorial district to present proposed short-term response actions and long-term drought impact mitigation strategies and actions and obtain input on applicability of proposed actions to each supervisorial district.
 - a) Provide agendas, presentation materials, and summary of meeting notes.
 - b) Incorporate supervisorial representatives' feedback in the markups provided to Sonoma Water under Section 1.7.b.ii.a above.
 - d. Small Water System Drought Planning Coordination.
 - i. Review and summarize preliminary information on water system suppliers in Sonoma County that will not be covered by the Plan.
 - a) Prepare a list identifying all Sonoma County water suppliers that are subject to the requirements of the California State Senate Bill *"Drought Planning for Small Water Suppliers and Rural Communities"* (SB552) or the Urban Water Management Planning Act categorized by supervisorial district and applicable drought planning requirement.
 - b) For the seven water suppliers in Sonoma County with 1,000 to 2,999 service connections (Small Water Suppliers), review water suppliers' websites or contact the Small Water Suppliers directly to obtain the most current Water Shortage Contingency Plans.
 - c) Review planned drought response actions and prepare a summary of the key actions proposed by different Small Water Suppliers.
 - d) Provide Sonoma Water with a technical memorandum summarizing the status of existing plans within Sonoma County and

recommendations for potential coordination between suppliers and the Plan.

- e. Deliverables: Submit the below deliverables in accordance with Paragraph 2.1 (Review and Acceptance of Deliverables).

Deliverables, Task 7	Due Date
Meetings	As requested by Sonoma Water and DEM
Agendas for meeting with supervisorial districts	No later than 5 calendar days before meeting
Summary notes from meetings with supervisorial districts	No later than 5 calendar days after meeting
Markups to DEM Documents	No later than 21 calendar days after the last meeting with Supervisorial Districts
Draft Technical Memorandum for Plan Coordination	No later than 60 calendar days after West Yost receives authorization of this Second Amended and Restated Agreement.
Final Technical Memorandum for Plan Coordination	Within 14 calendar days of receipt of Sonoma Water's consolidated written comments on draft.

1.8. Task 8: Funding Strategy

- a. Provide support in identifying applicable funding opportunities for short-term response actions and long-term mitigation strategies.
- b. Provide guidance to Sonoma Water and DEM on positioning for upcoming funding opportunities for top-priority actions and projects.
- c. Conduct one one-hour virtual meeting to review potential funding strategies.
 - i. Provide agendas and minutes.
- d. Prepare a draft and final technical memorandum summarizing funding sources and strategies.
- e. Deliverables: Submit the below deliverables in accordance with Paragraph 2.1 (Review and Acceptance of Deliverables).

Deliverables, Task 8	Due Date
Funding meeting	Within 30 calendar days after receiving DEM's Final Draft Drought Response Action Report and Final Draft Long-Term Mitigation Recommendation Report
Agendas for meetings	No later than 5 calendar days before meeting
Minutes from meetings	No later than 5 calendar days after meeting

Deliverables, Task 8	Due Date
Draft Technical Memorandum for Funding Opportunities	Within 30 calendar days of the funding meeting
Final Technical Memorandum for Funding Opportunities	Within 14 calendar days of receipt of Sonoma Water's consolidated written comments on draft.

2. **DELIVERABLES**

- 2.1. Review and Acceptance of Deliverables
 - a. First Draft: Prepare each deliverable in draft form and submit to Sonoma Water for review and approval in accordance with the date listed for the deliverable in the applicable task. Sonoma Water will return the draft deliverable to Consultant with consolidated comments or approval in writing.
 - b. Subsequent Draft(s): If Sonoma Water requests revisions, revise the draft deliverable and resubmit for Sonoma Water approval.
 - c. Final. Following Sonoma Water approval and prior to Sonoma Water's acceptance of work under this Agreement, submit the final approved deliverable to Sonoma Water in accordance with the date listed for this deliverable.
- 2.2. In addition to the requirements above, if any, submit one electronic copy in PDF format (emailed, on USB flash drive, or via internet) of each final deliverable to Sonoma Water.
- 2.3. Comply with requirements of Article 11 (Content Online Accessibility).
- 2.4. Include Agreement title and TW 22/23-088B on first page or cover of each deliverable.

Exhibit B

Schedule of Costs

Original Agreement:

PERSONNEL	
Title(s)	Hourly Rate(s)
Vice President	\$338
Principal	\$338
Engineer Manager II	\$334
Principal Engineer II	\$307
Principal Engineer I	\$288
Senior Engineer II	\$272
Senior Engineer I	\$259
Associate Engineer II	\$231
Associate Engineer I	\$215
Engineer II	\$201
Engineer I	\$173
Administrative IV	\$152
Administrative III	\$138
Administrative II	\$115
Administrative I	\$92
Senior Technical Specialist II	\$291
Senior Technical Specialist I	\$279
Technical Specialist IV	\$254
Technical Specialist III	\$228
Technical Specialist II	\$203
Technical Specialist I	\$179
EXPENSES	
Item	Cost
Copies, postage, and overnight mail	at cost plus 15%
Mileage for personal car	current IRS rate

First and Second Amended and Restated Agreements:

PERSONNEL	
Title(s)	Hourly Rate(s)
Vice President	\$373
Engineer Manager II	\$369
Engineer Manager I	\$352
Principal Engineer II	\$338
Principal Engineer I	\$317
Senior Engineer II	\$300
Senior Engineer I	\$286
Associate Engineer II	\$255
Associate Engineer I	\$237
Engineer III	\$224
Engineer II	\$215
Engineer I	\$185
Administrative IV	\$168
Administrative III	\$152
Administrative II	\$127
Administrative I	\$102
Technical Analyst II	\$168
Technical Analyst I	\$141
Senior Technical Specialist II	\$321
Senior Technical Specialist I	\$308
Technical Specialist IV	\$280
Technical Specialist III	\$251
Technical Specialist II	\$224
Technical Specialist I	\$196
EXPENSES	
Item	Cost
Copies, postage, and overnight mail	at cost plus 15%
Mileage for personal car	current IRS rate

Exhibit C

Estimated Budget for Scope of Work

Task	Estimated Budget
Task 1. Gather and Review Background and Historical Information	\$11,000
Task 2. Conduct Risk and Vulnerability Assessment	\$23,920
Task 3. Develop Short-Term Response Actions and Long-Term Mitigation Strategy and Actions	\$8,070
Task 4. Prepare County Drought Resilience Plan	\$15,300
Task 5. Project Management and Coordination	\$36,480
Task 6. Optional Task	\$21,800
Task 7. Support Preparation of County Drought Resilience Plan	\$44,900
Task 8. Funding Strategy	\$13,470
TOTAL	\$174,940

Exhibit D

Insurance Requirements

With respect to performance of work under this Agreement, Consultant shall maintain and shall require all of its subcontractors, consultants, and other agents to maintain insurance as described below unless such insurance has been expressly waived by the attachment of a *Waiver of Insurance Requirements*. Any requirement for insurance to be maintained after completion of the work shall survive this Agreement.

Sonoma Water reserves the right to review any and all of the required insurance policies and/or endorsements, but has no obligation to do so. Failure to demand evidence of full compliance with the insurance requirements set forth in this Agreement or failure to identify any insurance deficiency shall not relieve Consultant from, nor be construed or deemed a waiver of, its obligation to maintain the required insurance at all times during the performance of this Agreement.

1. INSURANCE

- 1.1. Workers Compensation and Employers Liability Insurance
 - a. Required if Consultant has employees as defined by the Labor Code of the State of California.
 - b. Workers Compensation insurance with statutory limits as required by the Labor Code of the State of California.
 - c. Employers Liability with minimum limits of \$1,000,000 per Accident; \$1,000,000 Disease per employee; \$1,000,000 Disease per policy.
 - d. Required Evidence of Insurance: Certificate of Insurance.
 - e. If Consultant currently has no employees as defined by the Labor Code of the State of California, Consultant agrees to obtain the above-specified Workers Compensation and Employers' Liability insurance should employees be engaged during the term of this Agreement or any extensions of the term.
- 1.2. General Liability Insurance
 - a. Commercial General Liability Insurance on a standard occurrence form, no less broad than Insurance Services Office (ISO) form CG 00 01.
 - b. Minimum Limits: \$1,000,000 per Occurrence; \$2,000,000 General Aggregate; \$2,000,000 Products/Completed Operations Aggregate. The required limits may be provided by a combination of General Liability Insurance and Commercial Excess or Commercial Umbrella Liability Insurance. If Consultant maintains higher limits than the specified minimum limits, Sonoma Water requires and shall be entitled to coverage for the higher limits maintained by Consultant.
 - c. Any deductible or self-insured retention shall be shown on the Certificate of Insurance. If the deductible or self-insured retention exceeds \$25,000 it

must be approved in advance by Sonoma Water. Consultant is responsible for any deductible or self-insured retention and shall fund it upon Sonoma Water's written request, regardless of whether Consultant has a claim against the insurance or is named as a party in any action involving Sonoma Water.

- d. Sonoma County Water Agency, its officers, agents, and employees, shall be endorsed as additional insureds for liability arising out of operations by or on behalf of Consultant in the performance of this Agreement.
- e. The insurance provided to the additional insureds shall be primary to, and non-contributory with, any insurance or self-insurance program maintained by them.
- f. The policy definition of "insured contract" shall include assumptions of liability arising out of both ongoing operations and the products-completed operations hazard (limited contractual liability coverage including the "f" definition of insured contract in Insurance Services Office form CG 00 01, or equivalent).
- g. The policy shall cover inter-insured suits between the additional insureds and Consultant and include a "separation of insureds" or "severability" clause which treats each insured separately.
- h. Required Evidence of Insurance:
 - i. Copy of the additional insured endorsement or policy language granting additional insured status, and
 - ii. Certificate of Insurance.

1.3. Automobile Liability Insurance

- a. Minimum Limit: \$1,000,000 combined single limit per accident. The required limit may be provided by a combination of Automobile Liability Insurance and Commercial Excess or Commercial Umbrella Liability Insurance.
- b. Insurance shall cover all owned autos. If Consultant currently owns no autos, Consultant agrees to obtain such insurance should any autos be acquired during the term of this Agreement or any extensions of the term.
- c. Insurance shall cover hired and non-owned autos.
- d. Required Evidence of Insurance: Certificate of Insurance.

1.4. Professional Liability/Errors and Omissions Insurance

- a. Minimum Limit: \$1,000,000 per claim or per occurrence; \$1,000,000 annual aggregate.
- b. Any deductible or self-insured retention shall be shown on the Certificate of Insurance. If the deductible or self-insured retention exceeds \$25,000 it must be approved in advance by Sonoma Water.

- c. If Consultant's services include: (1) programming, customization, or maintenance of software: or (2) access to individuals' private, personally identifiable information, the insurance shall cover:
 - i. Claims against Consultant arising from the negligence of Consultant, Consultant's employees and Consultant's subcontractors, including programming errors and failure of work to meet contracted standards.
 - ii. Breach of privacy; breach of data; and unauthorized access. This coverage (item 1.4.c.ii) may be accomplished with a standalone Cyber policy.
 - d. If the insurance is on a Claims-Made basis, the retroactive date shall be no later than the commencement of the work.
 - e. Coverage applicable to the work performed under this Agreement shall be continued for two (2) years after completion of the work. Such continuation coverage may be provided by one of the following: (1) renewal of the existing policy; (2) an extended reporting period endorsement; or (3) replacement insurance with a retroactive date no later than the commencement of the work under this Agreement.
 - f. Required Evidence of Insurance: Certificate of Insurance specifying the limits and the claims-made retroactive date.
- 1.5. Standards for Insurance Companies
- a. Insurers, other than the California State Compensation Insurance Fund, shall have an A.M. Best's rating of at least A:VII.
- 1.6. Documentation
- a. The Certificate of Insurance must include the following reference: TW 22/23-088B.
 - b. All required Evidence of Insurance shall be submitted prior to the execution of this Agreement. Consultant agrees to maintain current Evidence of Insurance on file with Sonoma Water for the entire term of this Agreement and any additional periods if specified in Sections 1.1, 1.2, 1.3, or 1.4, above.
 - c. The name and address for mailing Additional Insured endorsements and Certificates of Insurance is: Sonoma County Water Agency, 404 Aviation Boulevard, Santa Rosa, CA 95403-9019.
 - d. Required Evidence of Insurance shall be submitted for any renewal or replacement of a policy that already exists, within ten(10) days of expiration or other termination of the existing policy.
 - e. Consultant shall provide immediate written notice if: (1) any of the required insurance policies is terminated; (2) the limits of any of the required policies are reduced; or (3) the deductible or self-insured retention is increased.
 - f. Upon written request, copies of required insurance policies must be provided within thirty (30) days.

1.7. Policy Obligations

- a. Consultant's indemnity and other obligations shall not be limited by the foregoing insurance requirements.

1.8. Material Breach

- a. If Consultant fails to maintain insurance which is required pursuant to this Agreement, it shall be deemed a material breach of this Agreement. Sonoma Water, at its sole option, may terminate this Agreement and obtain damages from Consultant resulting from said breach. Alternatively, Sonoma Water may purchase the required insurance, and without further notice to Consultant, Sonoma Water may deduct from sums due to Consultant any premium costs advanced by Sonoma Water for such insurance. These remedies shall be in addition to any other remedies available to Sonoma Water.

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