

TEHAMA COUNTY TRANSPORTATION COMMISSION



Board Chambers
Tehama County Board of Supervisors Chambers
727 Oak Street, Red Bluff, CA 96080
<https://tehamacounty.legistar.com/Calendar.aspx>

AGENDA FOR MONDAY, APRIL 27, 2026

8:30 A.M.

Chairman: Jim Bacquet Vice-Chairman: Patrick Hurton
Commissioners: Rob Burroughs, Matt Hansen, Tom Walker, Dave Demo

Tom Provine, Interim Executive Director
Jessica Riske-Gomez, Deputy Director

This meeting conforms to the Brown Act Open Meeting Requirements, in that actions and deliberations of the TCTC created to conduct the people's business are taken openly; and that the people remain fully informed about the conduct of its business. Any written materials related to an open session item on this agenda that are submitted to the Deputy County Clerk less than 72 hours prior to this meeting, and that are not exempt from disclosure under the Public Records Act, will promptly be made available for public inspection at Tehama County Transportation Commission, 1509 Schwab St., Red Bluff, CA 96080.

Standing Items

- 1. Call to Order / Pledge of Allegiance / Introductions**
- 2. Public Comment**

This time is set aside for citizens to address this Board on any item of interest to the public that is within the subject matter jurisdiction of this Board provided the matter is not on the agenda or pending before this Board. The Chair reserves the right to limit each speaker to three (3) minutes. Disclosure of the speaker's identity is purely voluntary during the public comment period.

- 3. Announcement of Agenda Corrections**

4. Announcements

- a. In accordance with AB23, it is hereby announced, the Transportation Commissioners and Transit Directors in attendance at today's meeting shall receive a stipend of \$100, per the adopted Bylaws.
- b. The next scheduled Tehama County Transportation Commission and Tehama County Transit Agency Board regular meetings are scheduled for 05/18/26 , at 8:30 AM and 8:45 AM respectively.

Regular Items

5. Agency and Partner Announcements [26-0656](#)

This time is set aside for announcements and updates from collaborators and partner agencies.

6. Monthly Staff Report - Deputy Director Riske Gomez [26-0645](#)

Monthly update on active projects and topics within Tehama County. This item is informational only, no Commission action is required.

7. Approval of Minutes - Associate Transportation Planner Houghtby [26-0639](#)

Waive the reading and approve the minutes from the March 23, 2026 Tehama County Transportation Commission regular meeting.

Attachments: [TCTC 3-23-26 Meeting Minutes](#)

8. Approval of Claims - Accountant Jensen [26-0559](#)

Approve Tehama County Transportation Commission claims for March 2026, in the amount of \$147,885.36.

Attachments: [TCTC Mar Claims](#)

9. Amendment No. 2 to Agreement with Consor North America, Inc. - Deputy Director Riske-Gomez [26-0662](#)

Approve Amendment No. 2 to the agreement with Consor North America, Inc., increasing the total not-to-exceed amount to \$111,750.00, and authorizing the Executive Director to execute the amendment.

Attachments: [Consor Amendment #2](#)
[Consor Amendment #1](#)
[28PA26 TCTC - CONSOR NORTH AMERICA](#)
[SCOPE OF SERVICES - Consor](#)

10. Items for Future Agenda**11. Closing Comments****12. Adjourn**

The County of Tehama does not discriminate on the basis of disability in admission to, access to, or operation of its buildings, facilities, programs, services, or activities. Questions, complaints, or requests for additional information regarding the Americans with Disabilities Act (ADA) may be forwarded to the County's ADA Coordinator: Tom Provine, County of Tehama, 727 Oak St., Red Bluff, CA 96080, Phone: (530) 527-4655. Individuals with disabilities who need auxiliary aids and/or services or other accommodations for effective communication in the County's programs and services are invited to make their needs and preferences known to the affected department or the ADA Coordinator. For aids or services needed for effective communication during Tehama County Transportation Commission meetings, please contact the ADA Coordinator prior to the day of the meeting. This notice is available in accessible alternate formats from the affected department or the ADA Coordinator.



Tehama County

Agenda Request Form

File #: 26-0656

Agenda Date: 4/27/2026

Agenda #: 5.

Agency and Partner Announcements

Requested Action(s)

This time is set aside for announcements and updates from collaborators and partner agencies.

Financial Impact:

None.

Background Information:

This time is set aside for announcements and updates from collaborators and partner agencies.



Tehama County

Agenda Request Form

File #: 26-0645

Agenda Date: 4/27/2026

Agenda #: 6.

Monthly Staff Report - Deputy Director Riske Gomez

Requested Action(s)

Monthly update on active projects and topics within Tehama County. This item is informational only, no Commission action is required.

Financial Impact:

None.

Background Information:

METS Van Delivery

The METS van is being delivered. PATH volunteers are being onboarded through the program so they will be covered in the same manner as other program volunteers. The vehicle will be housed at the TRAX facility as part of the fleet and will be maintained and fueled through the pilot program. Staff are hopeful that PATH will track appointments and clients served so the program's effectiveness can be evaluated and reported back in one year.

Shelter Installation Project

Staff are initiating a shelter installation project associated with the Villas by PALM Communities housing project. A total of seven shelters will be installed: five from the original project, one additional shelter as part of the PATH facility work, and one at the Cottonwood location. Staff determined that bundling all seven shelters into a single contract would be the most efficient approach, as the original five shelters were already scheduled to go out to bid as part of the PALM projects, and all locations will require ADA-compliant, site-specific engineered designs.

Spring CALACT Conference

Staff attended the Spring CALACT Conference in Temecula from April 13th through April 16th, along with General Manager Sharon Young. During the conference, Kelly Langstaff was honored posthumously with the Frontline Hero Award in recognition of her service. Each year, the California Association for Coordinated Transportation (CALACT) recognizes members who have made significant contributions to advancing CALACT's goals and objectives.

In addition, staff participated in training and discussions on fare-free opportunities and reporting, federal procurement requirements, requests for proposals for operations vendors, emergency operations and transit service disruption prevention, and coordination with Cal OES and other first responders. Staff also attended the Rural Transit Agency Program Committee meeting and

networked with other rural transit agencies and vendors.

TCTAB Exemption and SB 125 Reprogramming Request

TCTAB's exemption requests have been approved for this year and will continue to be considered on a year-by-year basis. In addition, TCTC's request to reprogram SB 125 funding has been received, and the operations funding shortfall appears to have been addressed for the next several years.

OpenGov / GIS Integration

Staff are coordinating with the Annex Group and Public Works to assist with implementation of OpenGov, including integration of GIS components and CALCAD into the process. Staff will provide additional information once there is a clearer understanding of the impacts and opportunities this may present for TCTC.



Tehama County

Agenda Request Form

File #: 26-0639

Agenda Date: 4/27/2026

Agenda #: 7.

Approval of Minutes - Associate Transportation Planner Houghtby

Requested Action(s)

Waive the reading and approve the minutes from the March 23, 2026 Tehama County Transportation Commission regular meeting.

Financial Impact:

None.

Background Information:

See attached minutes.

Tehama County

*Tehama County Board of Supervisors Chambers
727 Oak Street, Red Bluff, CA 96080
<https://tehamacounty.legistar.com/Calendar.aspx>*



Meeting Minutes

Monday, March 23, 2026

8:30 AM

Board Chambers

Transportation Commission

Chairman: Jim Bacquet Vice-Chairman: Patrick Hurton
Commissioners: Rob Burroughs, Matt Hansen, Tom Walker, Dave Demo

Tom Provine, Interim Executive Director
Jessica Riske-Gomez, Deputy Director

This meeting conforms to the Brown Act Open Meeting Requirements, in that actions and deliberations of the TCTC created to conduct the people’s business are taken openly; and that the people remain fully informed about the conduct of its business. Any written materials related to an open session item on this agenda that are submitted to the Deputy County Clerk less than 72 hours prior to this meeting, and that are not exempt from disclosure under the Public Records Act, will promptly be made available for public inspection at Tehama County Transportation Commission, 1509 Schwab St., Red Bluff, CA 96080.

Standing Items

1. Call to Order / Pledge of Allegiance / Introductions

The meeting of the Tehama County Transportation Commission was called to order at 8:34 AM.

Present: Chairperson Jim Bacquet, Commissioner Matt Hansen, Vice Chair Patrick Hurton, Commissioner Dave Demo, Commissioner Rob Burroughs, and Commissioner Tom Walker

3. Announcement of Agenda Corrections

There were no announcements of agenda corrections.

4. Announcements

The announcements were read by Vice Chair Hurton.

Regular Items

5. Monthly Staff Report - Deputy Director Riske Gomez

An update was provided by Deputy Director Riske-Gomez speaking on the Rio and Walnut construction project, the Carb zero emission bus exemption request, and the efforts seeking a multi year exemption. Tom Provine commended TCTC for taking over the phone lines for TRAX to allow them to attend a celebration of life. Commissioner Hansen commented that he felt the board should be updated regarding recent record requests surrounding the accident involving a TRAX bus.

2. Public Comment

Scott Miller, Director of Public Works for Red Bluff provided an update regarding

projects within Red Bluff. Probation is also going to begin their clean up efforts to prepare for the Red Bluff Fair.

6. Approval of Minutes - Associate Transportation Planner Houghtby

Waive the reading and approve the minutes from the February 23, 2026 Tehama County Transportation Commission regular meeting.

RESULT: APPROVE

MOVER: Dave Demo

SECONDER: Jim Bacquet

AYES: Chairperson Bacquet, Commissioner Hansen, Vice Chair Hurton, Commissioner Demo, Commissioner Burroughs, and Commissioner Walker

7. Approval of Claims - Accountant Jensen

Approve Tehama County Transportation Commission claims for February 2026, in the amount of \$1,114,048.44.

RESULT: APPROVE

MOVER: Tom Walker

SECONDER: Matt Hansen

AYES: Chairperson Bacquet, Commissioner Hansen, Vice Chair Hurton, Commissioner Demo, Commissioner Burroughs, and Commissioner Walker

8. Transfer of Funds - Local Transportation Funds - Accountant Jensen

Authorize Chairman to sign the Increase of Funds Request of \$260,000 from Local Transportation Fund (LTF) 50710-55628 (Cont. to TRAX) to Admin 527-3033-53230 (Prof. Special Services) \$200,000, to Admin 527-3033-53290 (Employee Travel/Training) \$20,000, and to TRAX 117-3037-53170 (Maintenance of Equipment) \$40,000; to cover current and future expenses.

RESULT: APPROVE

MOVER: Matt Hansen

SECONDER: Dave Demo

AYES: Chairperson Bacquet, Commissioner Hansen, Vice Chair Hurton, Commissioner Demo, Commissioner Burroughs, and Commissioner Walker

9. SB 125 Program Amendment - Deputy Director Riske-Gomez

a.) Adopt Resolution No. 02-2026 approving an amendment to the previously adopted SB 125 transit program funding allocation to support TRAX transit

operations stabilization; and

- b.) Authorize the Deputy Director to process and submit all required documentation to the California State Transportation Agency (CalSTA) and any other relevant agencies necessary to implement the approved SB 125 program amendment.

Commissioner Hansen commented that he is not a fan of taking funding off Capital projects to fund Operations. Commissioner Walker asked if staff have considered reinstating the fare for rides.

RESULT: APPROVE
MOVER: Matt Hansen
SECONDER: Tom Walker
AYES: Chairperson Bacquet, Commissioner Hansen, Vice Chair Hurton, Commissioner Demo, Commissioner Burroughs, and Commissioner Walker

RESULT: APPROVE
MOVER: Matt Hansen
SECONDER: Tom Walker
AYES: Chairperson Bacquet, Commissioner Hansen, Vice Chair Hurton, Commissioner Demo, Commissioner Burroughs, and Commissioner Walker

10. Items for Future Agenda

Deputy Director Riske-Gomez advised that there will be a Lake California Drive Presentation at next months TCTC meeting.

11. Closing Comments

Commissioner Walker thanked staff for all their hard work.

12. Adjourn

With no further business the meeting was adjourned at 8:57 AM.

The County of Tehama does not discriminate on the basis of disability in admission to, access to, or operation of its buildings, facilities, programs, services, or activities. Questions, complaints, or requests for additional information regarding the Americans with Disabilities Act (ADA) may be forwarded to the County’s ADA Coordinator: Tom Provine, County of Tehama, 727 Oak St., Red Bluff, CA 96080, Phone: (530) 527-4655. Individuals with disabilities who need auxiliary aids and/or services or other accommodations for effective communication in the County’s

programs and services are invited to make their needs and preferences known to the affected department or the ADA Coordinator. For aids or services needed for effective communication during Tehama County Transportation Commission meetings, please contact the ADA Coordinator prior to the day of the meeting. This notice is available in accessible alternate formats from the affected department or the ADA Coordinator.



Tehama County

Agenda Request Form

File #: 26-0559

Agenda Date: 4/27/2026

Agenda #: 8.

Approval of Claims - Accountant Jensen

Requested Action(s)

Approve Tehama County Transportation Commission claims for March 2026, in the amount of \$147,885.36.

Financial Impact:

[Click here to enter Financial Impact.](#)

Background Information:

See attached claims summary for March 2026.

Tehama County Transportation Commission Claims

Meeting Date: 4/27/26

Claimant	Invoice Description	Amount
CLAIMS PAID IN MARCH 2026		
Cal-Card	CALACT Conf./Flight/Hotel	3,358.48
Conсор North America	Professional Services 01/01-31/26	8,437.50
Conсор North America	Professional Services 02/01-28/26	28,182.50
Fox, Ashley	Transit Planning Academy	40.00
Fox, Ashley	EE Advance - CALACT	249.00
Jensen, Tiffany	EE Advance - CALACT	354.00
Lassen County Transit Service Agency	24-25 LCTOP	76,199.00
Modoc Transportation Agency	24-25 LCTOP	23,840.00
Obsidian IT	IT Support Services March '26	1,842.37
Obsidian IT	Configured Conversion for TCTC	172.50
O'Connor & Company	TCTC Auditing Services	1,522.50
O'Connor & Company	TRAX Auditing Services	1,350.00
Optimize Worldwide	Web Development	50.00
Time Warner Cable	Fiber Internet March '26	719.00
UBEO	TCTC Lease Agreement 03/01-31/26	269.91
Verizon Wireless	12 iPad Pro 11 inch - Park Fire	456.12
Verizon Wireless	Communications 01/24-02/23/26	185.64
Wave Technologies	Phone Service - Support April 2026	328.42
Wave Technologies	Phone Service - Support March 2026	328.42
GRAND TOTAL:		\$ 147,885.36



Tehama County

Agenda Request Form

File #: 26-0662

Agenda Date: 4/27/2026

Agenda #: 9.

**Amendment No. 2 to Agreement with Consor North America, Inc. -
Riske-Gomez**

Deputy Director

Requested Action(s)

Approve Amendment No. 2 to the agreement with Consor North America, Inc., increasing the total not-to-exceed amount to \$111,750.00, and authorizing the Executive Director to execute the amendment.

Financial Impact:

Original Agreement:	\$40,000.00
Amendment No. 1:	\$9,999.99
Amendment No. 2:	\$61,750.01
 Total Not-to-Exceed Amount:	 \$111,750.00

Funding is available within the Commission’s existing budget allocations for professional services.

Background Information:

On January 29, 2026, the Tehama County Transportation Commission entered into an agreement with Consor North America, Inc. for grant writing and application development services in support of the FY 2026 USDOT BUILD Grant application for the Lake California Drive Reconstruction Project, in an amount not to exceed \$40,000.00. Amendment No. 1, dated April 20, 2026, increased the contract amount by \$9,999.99, bringing the total not-to-exceed amount to \$49,999.99 and supporting continued grant development services.

Under the original agreement, Consor North America, Inc. was retained to provide professional grant writing and application development services for the FY 2026 USDOT BUILD Grant application for the Lake California Drive Reconstruction Project. The original scope included project management and coordination, preparation of the BUILD grant application package, development of the narrative and required forms, preparation of the Benefit-Cost Analysis, development of project budget tables and funding documentation, and final review and submittal support.

These services supported preparation of a competitive federal application for a major corridor project intended to reconstruct approximately 3.5 miles of Lake California Drive, improve roadway safety, address pavement and drainage deficiencies, and provide a separated multi-use path with emergency access functionality for a community of approximately 4,000 residents that relies on Lake California Drive as its sole public access route.

The BUILD application effort included substantial technical and financial work beyond narrative

writing alone, including preparation of a federal Benefit-Cost Analysis, project readiness documentation, funding strategy, and supporting materials for a project with a total estimated cost of approximately \$39.55 million.

Services Provided Under the New Amendment

The proposed amendment supports additional grant development services beyond the original BUILD scope. Specifically, the amendment covers continued and expanded consultant support for development of Active Transportation Program (ATP) applications for priority Tehama County projects. Based on the project correspondence and scope development, this includes work related to:

1. an ATP application for the Lake California Drive active transportation component, focused on the multi-use path and related pedestrian and bicycle improvements, and
2. an ATP application for the Evergreen Middle/Elementary School Safe Routes to School Project in the Cottonwood area.

For the Lake California Drive ATP effort, the consultant's work includes restructuring prior BUILD application material to align with ATP requirements, refining scope and budget assumptions, researching active transportation benefits and project connections, developing multi-use path details, and updating supporting materials such as letters of support.

For the Evergreen Safe Routes to School project, the consultant is providing grant development support for a project intended to improve pedestrian and bicycle safety near the school area, address constrained roadway conditions, and connect to previously completed Safe Routes to School improvements so that the facilities function as a continuous system. The consultant was asked to proceed based on development of a Medium Infrastructure ATP application, including scope development, planning-level budget work, and application preparation.

In summary, the new amendment is funding additional professional services to pursue multiple competitive grant opportunities for Commission priority projects. These services include grant strategy, technical narrative development, budget refinement, application packaging, and coordination necessary to position the Commission for additional outside funding beyond the original BUILD application effort.

**AMENDMENT NO. 2
TO THE AGREEMENT BETWEEN
THE TEHAMA COUNTY TRANSPORTATION COMMISSION - TCTC
AND CONSOR NORTH AMERICA, INC. FOR GRANT WRITING SERVICES**

The Agreement dated January 29, 2026, +by and between the Tehama County Transportation Commission (“Commission”) and Consor North America, Inc. (“Consultant”), for the purpose of providing grant writing services is hereby amended as follows:

3.COMPENSATION

Increase the compensation of the agreement by \$61,750.01 to \$111,750.00 for a TOTAL not to exceed amount of \$111,750.00 (One hundred eleven thousand seven hundred fifty dollars and zero cents).

In summary,

Original Agreement Not to Exceed	\$40,000.00	Dated: January 29, 2026
Amendment No. 1	\$9,999.99	Dated: April 20, 2026
Amendment No. 2	\$61,750.01	Dated: April 28, 2026
Total Maximum Compensation:	\$111,750.00	
Termination of Agreement:	December 31, 2026	

All other terms of the original Agreement dated January 29, 2026, shall remain in full force and effect.

IN WITNESS WHEREOF, the Commission and Consultant have executed this agreement on the day and year set forth below.

**TEHAMA COUNTY TRANSPORTATION
COMMISSION**

Date: _____

Tom Provine, Interim Executive Director

CONSOR NORTH AMERICA, INC.

Date: _____

R Brent Lemon, Executive Vice President

**AMENDMENT NO. 1
TO THE AGREEMENT BETWEEN
THE TEHAMA COUNTY TRANSPORTATION COMMISSION - TCTC
AND CONSOR NORTH AMERICA, INC. FOR GRANT WRITING SERVICES**

The Agreement dated January 29, 2026, +by and between the Tehama County Transportation Commission (“Commission”) and Consor North America, Inc. (“Consultant”), for the purpose of providing grant writing services is hereby amended as follows:

3.COMPENSATION

Increase the compensation of the agreement by \$9,999.99 to \$49,999.99 for a TOTAL not to exceed amount of \$49,999.99 (Forty-nine thousand nine hundred dollars and ninety-nine cents).

In summary,

Original Agreement Not to Exceed	\$40,000.00	Dated: January 29, 2026
Amendment No. 1	\$9,999.99	Dated: April 20, 2026

Total Maximum Compensation:	\$49,999.99
Termination of Agreement:	December 31, 2026

All other terms of the original Agreement dated January 29, 2026, shall remain in full force and effect.

IN WITNESS WHEREOF, the Commission and Consultant have executed this agreement on the day and year set forth below.

**TEHAMA COUNTY TRANSPORTATION
COMMISSION**

Date: _____

Jessica Riske-Gomez, Deputy Director

CONSOR NORTH AMERICA, INC.

Date: _____

R Brent Lemon, Executive Vice President

**AGREEMENT BETWEEN
THE TEHAMA COUNTY TRANSPORTATION COMMISSION
AND CONSOR NORTH AMERICA, INC. FOR GRANT WRITING SERVICES**

1. **RESPONSIBILITIES OF CONSULTANT**

During the term of this agreement, the Tehama County Regional Transportation Planning Agency (TCTC) shall compensate Consor (Consultant) to provide professional grant writing and application development consulting services in support of the preparation and submittal of a competitive application for the FY 2026 United States Department of Transportation Better Utilizing Investments to Leverage Development (BUILD) Grant Program. The specific tasks, deliverables, schedule, and responsibilities associated with these services are more fully described in Exhibit B – Scope of Services, which is attached hereto and incorporated by reference as though fully set forth herein. All services shall be performed in accordance with the terms and conditions of this Agreement and applicable federal, state, and local requirements.

2. **RESPONSIBILITIES OF THE TCTC**

TCTC shall compensate CONSULTANT for said services pursuant to Section 3 and 4 of this agreement.

3. **COMPENSATION**

CONSULTANT shall be paid in accordance with the rates set forth in the Fee Schedule, attached hereto as Exhibit C for performing the Scope of Services described in this Agreement. In addition, TCTC shall reimburse CONSULTANT for the actual and reasonable expenses for radio system design, purchase and implementation, travel, postage, and reasonable expenses incurred by CONSULTANT in the performance of the work hereunder. The rates set forth in the Fee Schedule are inclusive of all other expenses. Reimbursement for actual travel expenses will not exceed the currently authorized rates and per diem for TCTC employees. The Maximum Compensation (including expense reimbursement) payable under this Agreement shall not exceed \$40,000.00. CONSULTANT shall not be entitled to payment or reimbursement for any tasks or services performed except as specified herein. CONSULTANT shall have no claim against TCTC for payment of any compensation or reimbursement, of any kind whatsoever, for any service provided

by CONSULTANT after the expiration or other termination of this Agreement. CONSULTANT shall not be paid any amount in excess of the Maximum Compensation amount set forth above, and CONSULTANT agrees that TCTC has no obligation, whatsoever, to compensate or reimburse CONSULTANT for any expenses, direct or indirect costs, expenditures, or charges of any nature by CONSULTANT that exceed the Maximum Compensation amount set forth above. Should CONSULTANT receive any such payment it shall immediately notify TCTC and shall immediately repay all such funds to TCTC. This provision shall survive the expiration or other termination of this Agreement.

4. **BILLING AND PAYMENT**

On or before the 15th of each month, CONSULTANT shall submit to TCTC an itemized invoice for all services rendered, as well as expense reimbursement requested, during the preceding calendar month. TCTC shall make payment of all undisputed amounts within 30 days of receipt of CONSULTANT's invoice. TCTC shall be obligated to pay only for services properly invoiced in accordance with this section.

5. **TERM OF AGREEMENT**

This agreement shall commence on the date of signing and shall terminate December 31, 2026 unless terminated in accordance with section 6 below.

6. **TERMINATION OF AGREEMENT**

If CONSULTANT fails to perform his/her duties to the satisfaction of the TCTC, or if CONSULTANT fails to fulfill in a timely and professional manner his/her obligations under this agreement, or if CONSULTANT violates any of the terms or provisions of this agreement, then the TCTC shall have the right to terminate this agreement effective immediately upon the TCTC giving written notice thereof to the CONSULTANT. Either party may terminate this agreement on 30 days' written notice. TCTC shall pay CONSULTANT for all work satisfactorily completed as of the date of notice. TCTC may terminate this agreement immediately upon oral notice should funding cease or be materially decreased or should the Commission fail to appropriate sufficient funds for this agreement in any fiscal year.

The TCTC's right to terminate this agreement may be exercised by the Executive Director or designee.

7. **ENTIRE AGREEMENT; MODIFICATION**

This agreement for the services specified herein supersedes all previous agreements for these services and constitutes the entire understanding between the parties hereto. CONSULTANT shall be entitled to no other benefits other than those specified herein. No changes, amendments or alterations shall be effective unless in writing and signed by both parties. CONSULTANT specifically acknowledges that in entering into and executing this agreement, CONSULTANT relies solely upon the provisions contained in this agreement and no other oral or written representation.

8. **NONASSIGNMENT OF AGREEMENT**

Inasmuch as this agreement is intended to secure the specialized services of CONSULTANT, CONSULTANT may not assign, transfer, delegate or sublet any interest herein without the prior written consent of the TCTC.

9. **EMPLOYMENT STATUS**

CONSULTANT shall, during the entire term of this agreement, be construed to be an independent CONSULTANT and nothing in this agreement is intended nor shall be construed to create an employer-employee relationship, a joint venture relationship, or to allow TCTC to exercise discretion or control over the professional manner in which CONSULTANT performs the services which are the subject matter of this agreement; provided always, however, that the services to be provided by CONSULTANT shall be provided in a manner consistent with the professional standards applicable to such services. The sole interest of TCTC is to ensure that the services shall be rendered and performed in a competent, efficient and satisfactory manner. CONSULTANT shall be fully responsible for payment of all taxes due to the State of California or the Federal government, which would be withheld from compensation of CONSULTANT, if CONSULTANT were a TCTC employee. TCTC shall not be liable for deductions for any amount for any purpose from CONSULTANT's compensation. CONSULTANT shall not be eligible for coverage under

TCTC's Workers Compensation Insurance Plan nor shall CONSULTANT be eligible for any other TCTC benefit.

10. **INDEMNIFICATION**

CONSULTANT shall defend, hold harmless, and indemnify Tehama TCTC, its elected officials, officers, employees, agents, and volunteers against all claims, suits, actions, costs, expenses (including but not limited to reasonable attorney's fees of TCTC), damages, judgments, or decrees by reason of any person's or persons' injury, including death, or property (including property of TCTC) being damaged, arising out of CONSULTANT's performance of work hereunder or its failure to comply with any of its obligations contained in this agreement, whether by negligence or otherwise. CONSULTANT shall, at its own expense, defend any suit or action founded upon a claim of the foregoing. CONSULTANT shall also defend and indemnify TCTC against any adverse determination made by the Internal Revenue Service or the State Franchise Tax Board and/or any other taxing or regulatory agency against the TCTC with respect to CONSULTANT's "independent CONSULTANT" status that would establish a liability for failure to make social security or income tax withholding payments, or any other legally mandated payment.

11. **INSURANCE**

CONSULTANT shall procure and maintain insurance pursuant to Exhibit A, "Insurance Requirements For CONSULTANT," attached hereto and incorporated by reference.

12. **PREVAILING WAGE**

CONSULTANT certifies that it is aware of the requirements of California Labor Code Sections 1720 et seq. and 1770 et seq., as well as California Code of Regulations, Title 8, Section 16000 et seq. ("Prevailing Wage Laws"), which require the payment of prevailing wage rates and the performance of other requirements on certain "public works" and "maintenance" projects. If the Services hereunder are being performed as part of an applicable "public works" or "maintenance" project, as defined by the Prevailing Wage Laws, and if the total compensation is \$1,000 or more, CONSULTANT agrees to fully comply with and to require its subconsultants to fully comply with such Prevailing Wage Laws, to the extent that such laws apply. If applicable, TCTC will maintain the general prevailing rate of per diem wages and other information set forth in Labor Code section

1773 at its principal office and will make this information available to any interested party upon request. CONSULTANT shall defend, indemnify and hold the TCTC, its elected officials, officers, employees and agents free and harmless from any claims, liabilities, costs, penalties, or interest arising out of any failure or alleged failure of the CONSULTANT or its subconsultants to comply with the Prevailing Wage Laws. Without limiting the generality of the foregoing, CONSULTANT specifically acknowledges that TCTC has not affirmatively represented to CONSULTANT in writing, in the call for bids, or otherwise, that the work to be covered by the bid or contract was not a “public work.” To the fullest extent permitted by law, CONSULTANT hereby specifically waives and agrees not to assert, in any manner, any past, present, or future claim for indemnification under Labor Code section 1781.

CONSULTANT acknowledges the requirements of Labor Code sections 1725.5 and 1771.1 which provide that no CONSULTANT or subconsultant may be listed on a bid proposal for a public works project (submitted on or after March 1, 2015) unless registered with the Department of Industrial Relations pursuant to Labor Code section 1725.5 (with limited exceptions from this requirement for bid purposes only under Labor Codes section 1771.1(a)).

CONSULTANT acknowledges that no CONSULTANT or subconsultant may be awarded a contract for public works on a public works project (awarded on or after April 1, 2015) unless registered with the Department of Industrial Relations pursuant to Labor Code section 1725.5

If the services are being performed as part of the applicable “public works” or “maintenance” project, as defined by the Prevailing Wage Laws, CONSULTANT acknowledges that this project is subject to compliance monitoring and enforcement by the Department of Industrial Relations.

13. **NON-DISCRIMINATION**

CONSULTANT shall not employ discriminatory practices in the treatment of persons in relation to the circumstances provided for herein, including assignment of accommodations, employment of personnel, or in any other respect on the basis of race, religious creed, color, national origin, ancestry, physical disability, mental disability, medical condition, marital status, sex, age, or sexual orientation.

14. **GREEN PROCUREMENT POLICY**

Through Tehama County Resolution No. 2021-140, the County adopted the Recovered Organic Waste Product Procurement Policy (available upon request) to (1) protect and conserve natural resources, water and energy; (2) minimize the jurisdiction's contribution to pollution and solid waste disposal; (3) comply with state requirements as contained in 14 CCR Division 7, Chapter 12, Article 12 (SB 1383); (4) support recycling and waste reduction; and (5) promote the purchase of products made with recycled materials, in compliance with the California Integrated Waste Management Act of 1989 (AB 939) and SB1382 when product fitness and quality are equal and they are available at the same or lesser cost of non-recycled products. Contractor shall adhere to this policy as required therein and is otherwise encouraged to conform to this policy.

15. **COMPLIANCE WITH LAWS AND REGULATIONS**

All services to be performed by CONSULTANT under to this Agreement shall be performed in accordance with all applicable federal, state, and local laws, ordinances, rules, and regulations. Any change in status, licensure, or ability to perform activities, as set forth herein, must be reported to the TCTC immediately.

16. **LAW AND VENUE**

This agreement shall be deemed to be made in, and shall be governed by and construed in accordance with the laws of the State of California (excepting any conflict of laws provisions which would serve to defeat application of California substantive law). Venue for any action arising from this agreement shall be in Tehama TCTC, California.

17. **AUTHORITY**

Each party executing this Agreement and each person executing this Agreement in any representative capacity, hereby fully and completely warrants to all other parties that he or she has full and complete authority to bind the person or entity on whose behalf the signing party is purposing to act.

18. **NOTICES**

Any notice required to be given pursuant to the terms and provisions of this agreement shall be in writing and shall be sent first class mail to the following addresses:

If to TCTC: County of Tehama - Transportation
1509 Schwab Street
Red Bluff, CA 96080

If to CONSOR: Consor North America, Inc.
350 Indiana St., Ste. 400
Golden, CO 80401

Notice shall be deemed to be effective two days after mailing.

19. **NON-EXCLUSIVE AGREEMENT:**

CONSULTANT understands that this is not an exclusive agreement, and that TCTC shall have the right to negotiate with and enter into agreements with others providing the same or similar services to those provided by CONSULTANT, or to perform such services with TCTC's own forces, as TCTC desires.

20. **RESOLUTION OF AMBIGUITIES:**

If an ambiguity exists in this Agreement, or in a specific provision hereof, neither the Agreement nor the provision shall be construed against the party who drafted the Agreement or provision.

21. **NO THIRD PARTY BENEFICIARIES:**

Neither party intends that any person shall have a cause of action against either of them as a third party beneficiary under this Agreement. The parties expressly acknowledge that is not their intent to create any rights or obligations in any third person or entity under this Agreement. The parties agree that this Agreement does not create, by implication or otherwise, any specific, direct or indirect obligation, duty, promise, benefit and/or special right to any person, other than the parties hereto, their successors and permitted assigns, and legal or equitable rights, remedy, or claim under or in respect to this Agreement or provisions herein.

22. **COUNTERPARTS, ELECTRONIC SIGNATURES – BINDING**

This agreement may be executed in any number of counterparts, each of which will be an original, but all of which together will constitute one instrument. Each Party of this agreement agrees to the use of electronic signatures, such as digital signatures that meet the requirements of the California Uniform Electronic Transactions Act (“CUETA”) Cal. Civil Code §§ 1633.1 to 1633.17), for executing this agreement. The Parties further agree that the electronic signatures of the Parties included in this agreement are intended to authenticate this writing and to have the same force and effect as manual signatures. Electronic signature means an electronic sound, symbol, or process attached to or logically associated with an electronic record and executed or adopted by a person with the intent to sign the electronic record pursuant to the CUETA as amended from time to time. The CUETA authorizes use of an electronic signature for transactions and contracts among Parties in California, including a government agency. Digital signature means an electronic identifier, created by computer, intended by the party using it to have the same force and effect as the use of a manual signature, and shall be reasonably relied upon by the Parties. For purposes of this section, a digital signature is a type of “electronic signature” as defined in subdivision (i) of Section 1633.2 of the Civil Code. Facsimile signatures or signatures transmitted via pdf document shall be treated as originals for all purposes.

IN WITNESS WHEREOF, TCTC and CONSULTANT have executed this agreement on the day and year set forth below upon signature by the Executive Director.

**TEHAMA COUNTY TRANSPORTATION
COMMISION**

Date: 1/28/26



Tom Provine, Interim Executive Director

CONSOR NORTH AMERICA, INC.

Date: 1/29/2026 | 6:56:27 PM EST

Signed by:


8D605B844DB249F
Executive Vice President

COUNTY OF TEHAMA

Date: 2/2/2026

Purchasing Agent

134817
Vendor Number

0527-3033-53230
Budget Account Number

Exhibit A

INSURANCE REQUIREMENTS FOR CONSULTANT

CONSULTANT shall procure and maintain, for the duration of the contract, insurance against claims for injuries to persons or damages to property which may arise from or in connection with the performance of the work described herein and the results of that work by CONSULTANT, his/her agents, representatives, employees or subconsultants. At a minimum, CONSULTANT shall maintain the insurance coverage, limits of coverage and other insurance requirements as described below.

Commercial General Liability (including operations, products and completed operations)

\$1,000,000 per occurrence for bodily injury, personal injury and property damage. If coverage is subject to an aggregate limit, that aggregate limit will be twice the occurrence limit, or the general aggregate limit shall apply separately to this project/location.

Automobile Liability

Automobile liability insurance is required with minimum limits of \$1,000,000 per accident for bodily injury and property damage, including owned and non-owned and hired automobile coverage, as applicable to the scope of services defined under this agreement.

Workers' Compensation

If CONSULTANT has employees, he/she shall obtain and maintain continuously Workers' Compensation insurance to cover CONSULTANT and CONSULTANT's employees and volunteers, as required by the State of California, as well as Employer's Liability insurance in the minimum amount of \$1,000,000 per accident for bodily injury or disease.

Professional Liability (CONSULTANT/Professional services standard agreement only)

If CONSULTANT is a state-licensed architect, engineer, CONSULTANT, counselor, attorney, accountant, medical provider, and/or other professional

licensed by the State of California to practice a profession, CONSULTANT shall provide and maintain in full force and effect while providing services pursuant to this contract a professional liability policy (also known as Errors and Omissions or Malpractice liability insurance) with single limits of liability not less than \$1,000,000 per claim and \$2,000,000 aggregate on a claims made basis. However, if coverage is written on a claims made basis, the policy shall be endorsed to provide coverage for at least three years from termination of agreement.

If CONSULTANT maintains higher limits than the minimums shown above, TCTC shall be entitled to coverage for the higher limits maintained by CONSULTANT.

All such insurance coverage, except professional liability insurance, shall be provided on an “occurrence” basis, rather than a “claims made” basis.

Endorsements: Additional Insureds

The Commercial General Liability and Automobile Liability policies shall include, or be endorsed to include “Tehama TCTC, its elected officials, officers, employees and volunteers” as an additional insured.

The certificate holder shall be “TCTC of Tehama.”

Deductibles and Self-Insured Retentions

Any deductibles or self-insured retentions of \$25,000 or more must be declared to, and approved by, the TCTC. The deductible and/or self-insured retentions will not limit or apply to CONSULTANT’s liability to TCTC and will be the sole responsibility of CONSULTANT.

Primary Insurance Coverage

For any claims related to this project, CONSULTANT’s insurance coverage shall be primary insurance as respects the TCTC, its officers, officials, employees, and volunteers. Any insurance

or self-insurance maintained by the TCTC, its officers, officials, employees, or volunteers shall be excess of CONSULTANT's insurance and shall not contribute with it.

Coverage Cancellation

Each insurance policy required herein shall be endorsed to state that "coverage shall not be reduced or canceled without 30 days' prior written notice certain to the TCTC."

Acceptability of Insurers

CONSULTANT's insurance shall be placed with an insurance carrier holding a current A.M. Best & Company's rating of not less than A:VII unless otherwise acceptable to the TCTC. The TCTC reserves the right to require rating verification. CONSULTANT shall ensure that the insurance carrier shall be authorized to transact business in the State of California.

SUBCONSULTANTS

CONSULTANT shall require and verify that all SUBCONSULTANTS maintain insurance that meets all the requirements stated herein.

Material Breach

If for any reason, CONSULTANT fails to maintain insurance coverage or to provide evidence of renewal, the same shall be deemed a material breach of contract. TCTC, in its sole option, may terminate the contract and obtain damages from CONSULTANT resulting from breach. Alternatively, TCTC may purchase such required insurance coverage, and without further notice to CONSULTANT, TCTC may deduct from sums due to CONSULTANT any premium costs advanced by TCTC for such insurance.

Policy Obligations

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

Verification of Coverage

CONSULTANT shall furnish TCTC with original certificates and endorsements effecting coverage required herein. All certificates and endorsements shall be received and approved by the

TCTC prior to TCTC signing the agreement and before work commences. However, failure to do so shall not operate as a waiver of these insurance requirements.

The TCTC reserves the right to require complete, certified copies of all required insurance policies, including endorsements effecting the coverage required by these specifications at any time.

EXHIBIT B

SCOPE OF SERVICES

Grant Writing and Application Development – FY 2026 BUILD Grant

1. PURPOSE

The purpose of this Agreement is to retain consulting services to provide professional grant writing, application development, coordination, and technical support to assist the Tehama County Transportation Commission (TCTC) in the preparation and submittal of a competitive FY 2026 USDOT Better Utilizing Investments to Leverage Development (BUILD) grant application for an RTPA-sponsored transportation project.

The Consultant will lead preparation of the application materials in close coordination with TCTC staff and project partners. Final authority, approvals, certifications, and submission shall remain with TCTC.

2. GENERAL RESPONSIBILITIES

The Consultant shall:

- Serve as lead grant application developer for the FY 2026 BUILD cycle.
- Coordinate closely with TCTC staff, local partners, and technical contributors.
- Prepare all required narrative, budgetary, and analytical materials consistent with the FY 2026 BUILD Notice of Funding Opportunity (NOFO).
- Ensure application materials are complete, compliant, internally consistent, and competitive.
- Support final application assembly and electronic submission via the USDOT-designated platform.

3. TASKS AND DELIVERABLES

Task 1 – Project Management and Coordination

- Conduct project kickoff meeting with TCTC staff.
- Facilitate ongoing coordination meetings (as needed).
- Maintain schedule tracking aligned with the BUILD application deadline.
- Coordinate information requests and data inputs from agency staff and partners.
- Provide periodic status updates to TCTC.

Deliverables:

- Application development schedule
- Ongoing coordination support through submittal

Task 2 – BUILD Grant Application Development

The Consultant shall prepare all required application components, including but not limited to:

a. Standard Forms and Administrative Content

- SF-424 and related required federal forms (in coordination with TCTC/RTPA).
- Key Information Questions and required portal entries.

b. Narrative Development

- Comprehensive BUILD application narrative (up to 25 pages, as applicable).
- Merit Criteria narratives addressing all statutory evaluation categories.
- Project Readiness narrative, including schedule, risk, and capacity elements.
- Integration of prior planning, technical studies, and adopted plans.

c. Benefit-Cost Analysis (BCA)

- Preparation of BUILD-compliant Benefit-Cost Analysis narrative.
- Development or refinement of BCA calculations consistent with USDOT guidance.
- Coordination with TCTC/RTPA on assumptions, inputs, and documentation.

d. Project Budget and Funding Strategy

- Development of detailed project budget tables.
- Identification and documentation of federal, state, and local funding sources.
- Cost-share analysis consistent with rural eligibility and BUILD requirements.

Deliverables:

- Draft and final BUILD grant narratives
- Project location maps and fact sheets
- Benefit-Cost Analysis narrative and calculation files
- Project budget tables and funding documentation
- Draft application files formatted per BUILD NOFO requirements

Task 3 – Review, Refinement, and Submittal Support

- Incorporate TCTC staff comments and revisions.
- Conduct quality control review for consistency and compliance.
- Finalize all application components for submission.
- Support electronic submission through the designated USDOT portal.
- Provide confirmation of successful submittal.

Deliverables:

- Final BUILD application package
- Submission confirmation documentation

4. TCTC / RTPA RESPONSIBILITIES

TCTC shall:

- Serve as the official applicant and grant recipient.
- Provide project background materials, prior studies, and adopted plans.
- Coordinate agency approvals, resolutions, and letters of support.
- Review and approve all draft and final application materials.
- Execute all certifications and submit the final application.

5. SCHEDULE

Services shall commence upon execution of the Agreement and proceed on an expedited basis to support the FY 2026 BUILD application deadline of February 24, 2026. The Consultant shall prioritize adherence to this deadline.

6. COMPENSATION

Compensation shall be time-and-materials, not-to-exceed Forty Thousand Dollars (\$40,000), inclusive of all labor, overhead, and direct expenses, unless amended in writing.

TASK DESCRIPTION	Conсор Rates				TOTAL HOURS	TOTAL FEE
	PIC/Quality Control	Project Manager	Engineering Designer 1	Transportation Planner I		
	\$190	\$150	\$115	\$110		
TASK 1: MEETINGS, COORDINATION & PROJECT MANAGEMENT						
General Coordination	0	16	2	12	30	\$ 3,950
Weekly Coordination Meetings	0	8	6	6	20	\$ 2,550
TASK 1 TOTALS (HOURS)	0	24	8	18	50	\$ 6,500
TASK 2: GRANT APPLICATION PREPARATION						
Standard Forms	1	1	1	9	12	\$ 1,445
Narrative (25 pages maximum)	4	12	6	100	122	\$ 14,250
Key Information Questions	1	2	1	6	10	\$ 1,265
Benefit-Cost Analysis	1	12	8	24	45	\$ 5,550
Project Budget	1	6	4	8	19	\$ 2,430
TASK 2 TOTALS (HOURS)	8	33	20	147	208	\$ 24,940
TASK 3: GRANT APPLICATION REVIEW AND SUBMITTAL						
Tehama RTPA Comments and Final Submittal	2	10	6	24	42	\$ 5,210
TASK 3 TOTALS (HOURS)	2	10	6	24	42	\$ 5,210
LABOR TOTALS	10	67	34	189	300	\$ 36,650

TOTAL FEE ESTIMATE \$36,650

EXHIBIT B

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LABOR TOTALS	10	67	34	189	300	\$ 36,650

TOTAL FEE ESTIMATE \$36,650



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

01/19/2026

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER MARSH USA LLC. 1900 LAWRENCE STREET, SUITE 1900 DENVER, CO 80202-5534	CONTACT NAME: PHONE (A/C, No. Ext):	FAX (A/C, No):
	E-MAIL ADDRESS:	
INSURER(S) AFFORDING COVERAGE		NAIC #
CN144764051--GAUWP-25-26 D26053 8CA.00	INSURER A: Continental Casualty Company	20443
INSURED Consor North America Inc. 6505 Waterford District Drive, Suite 470 Miami, FL 33126	INSURER B: N/A	N/A
	INSURER C: National Fire Insurance Company	20478
	INSURER D: Axis Surplus Insurance Company	26620
	INSURER E: N/A	N/A
	INSURER F:	

COVERAGES

CERTIFICATE NUMBER:

SEA-004183215-02

REVISION NUMBER: 9

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS	
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:	Y		7095110478	12/31/2025	12/31/2026	EACH OCCURRENCE	\$ 1,000,000
							DAMAGE TO RENTED PREMISES (Ea occurrence)	\$ 1,000,000
							MED EXP (Any one person)	\$ 15,000
							PERSONAL & ADV INJURY	\$ 1,000,000
							GENERAL AGGREGATE	\$ 2,000,000
							PRODUCTS - COMP/OP AGG	\$ 2,000,000
								\$
A	<input checked="" type="checkbox"/> AUTOMOBILE LIABILITY <input checked="" type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> NON-OWNED AUTOS ONLY	Y		7095132738	12/31/2025	12/31/2026	COMBINED SINGLE LIMIT (Ea accident)	\$ 2,000,000
							BODILY INJURY (Per person)	\$
							BODILY INJURY (Per accident)	\$
							PROPERTY DAMAGE (Per accident)	\$
								\$
	<input type="checkbox"/> UMBRELLA LIAB <input type="checkbox"/> OCCUR <input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE <input type="checkbox"/> DED <input type="checkbox"/> RETENTION \$						EACH OCCURRENCE	\$
							AGGREGATE	\$
								\$
C	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY <input checked="" type="checkbox"/> ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N	N/A	7095135476 (AOS) 7095140595 (CA)	12/31/2025 12/31/2025	12/31/2026 12/31/2026	<input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTHER E.L. EACH ACCIDENT	\$ 1,000,000
							E.L. DISEASE - EA EMPLOYEE	\$ 1,000,000
							E.L. DISEASE - POLICY LIMIT	\$ 1,000,000
D	Prof & Environmental Liability			EBZ634816/01/2025 SIR: 500,000	12/31/2025	12/31/2026	Per Claim	2,000,000
							Aggregate	2,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

RE: Grant Writing Services for FY 2026 United States Department of Transportation Better Utilizing Investments to Leverage Development (BUILD) Grant Program, Consor Project No. D260538CA.00

Tehama TCTC, its elected officials, officers, employees and volunteers are included as additional insured where required by written contract with respect to general and auto liability. This insurance is primary and non-contributory over any existing insurance and limited to liability arising out of the operations of the named insured subject to policy terms and conditions with respect to general and auto liability. Professional & Environmental Liability deductible is \$25,000

CERTIFICATE HOLDER**CANCELLATION**

Tehama County Transportation Commission 1509 Schwab Street Red Bluff, CA 96080	SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.
	AUTHORIZED REPRESENTATIVE of Marsh USA LLC <i>Daneshia Flowers</i>

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ADDITIONAL REMARKS SCHEDULE

AGENCY MARSH USA LLC.		NAMED INSURED Conzor North America Inc. 6505 Waterford District Drive, Suite 470 Miami, FL 33126	
POLICY NUMBER		EFFECTIVE DATE:	
CARRIER	NAIC CODE		

ADDITIONAL REMARKS

THIS ADDITIONAL REMARKS FORM IS A SCHEDULE TO ACORD FORM,
FORM NUMBER: 25 **FORM TITLE:** Certificate of Liability Insurance

- Named Insureds:
- AIA Engineers LLC
 - American Consulting Engineers of Florida, LLC
 - American Consulting Professionals of Michigan, LLC
 - American Consulting Professionals, LLC
 - Apex Design LLC
 - Aqualyze, Inc.
 - Barney & Worth, Inc.
 - Charlotte Engineering and Surveying, LLC
 - Civic Engineering and Information Technologies, LLC
 - Conzor Canada, ULC
 - Conzor Engineers, Inc.
 - Conzor Engineers, LLC
 - Conzor Engineers, LLC DBA U.S. Underwater
 - Conzor Engineering and Land Surveying
 - Conzor Holdings, LLC (formerly known as Target Engineering Group Holdings, LLC)
 - Conzor Intermediate, LLC (formerly known as Target Engineering Group Intermediate, LLC)
 - Conzor North America, Inc. (Formerly Murraysmith, Inc.)
 - Conzor North America of Michigan, LLC
 - Conzor Parent, Inc.
 - Conzor PMCM, Inc. (formerly CPM Associates, Inc.)
 - Infrastructure Engineers, LLC
 - Infrastructure Investment Group, LLC
 - Johnson-Adams & Associates, LLC
 - Murfee Engineering Co., Inc
 - MurraySmith, Inc. dba Odell Engineering, LLC
 - Park Engineering, Inc.
 - Project Engineering Consultants, Inc.
 - Project Engineering Consultants, LLC
 - Quincy Engineering Incorporated
 - Structural Grace, LLC
 - Target Engineering Group, LLC
 - TKW Consulting Engineers LLC
 - US Underwater, LLC
 - Versa Infrastructure LLC

EXTENDED COVERAGE ENDORSEMENT - BA PLUS

THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.

This endorsement modifies insurance provided under the following:

BUSINESS AUTO COVERAGE FORM

I. LIABILITY COVERAGE

A. Who Is An Insured

The following is added to **SECTION II, Paragraph A.1., Who Is An Insured:**

1. **a.** Any incorporated entity of which the Named Insured owns a majority of the voting stock on the date of inception of this Coverage Form; **provided that,**
 - b.** The insurance afforded by this provision **A.1.** does not apply to any such entity that is an **insured** under any other liability "policy" providing **auto** coverage.
2. Any organization you newly acquire or form, other than a limited liability company, partnership or joint venture, and over which you maintain majority ownership interest.

The insurance afforded by this provision **A.2.:**

- a. Is effective on the acquisition or formation date, and is afforded only until the end of the policy period of this Coverage Form, or the next anniversary of its inception date, whichever is earlier.
- b. Does not apply to:
 - (1) **Bodily injury** or **property damage** caused by an **accident** that occurred before you acquired or formed the organization; or
 - (2) Any such organization that is an **insured** under any other liability "policy" providing **auto** coverage.
3. Any person or organization that you are obligated to provide Insurance where required by a written contract or agreement is an insured, but only with respect to legal responsibility for acts or omissions of a person for whom Liability Coverage is afforded under this policy.
4. An **employee** of yours is an **insured** while operating an **auto** hired or rented under a contract or agreement in that **employee's** name, with your permission, while performing duties related to the conduct of your business.

"Policy", as used in this provision **A. Who Is An Insured**, includes those policies that were in force on the inception date of this Coverage Form but:

1. Which are no longer in force; or
2. Whose limits have been exhausted.

B. Bail Bonds and Loss of Earnings

SECTION II, Paragraphs A.2.a.(2) and A.2.a.(4) are revised as follows:

1. In **a.(2)**, the limit for the cost of bail bonds is increased from \$2,000 to \$5,000, and
2. In **a.(4)**, the limit for the loss of earnings is increased from \$250 to \$500 a day.

C. Fellow Employee

Form No: SCA 23 500 D09 10 11
Endorsement Effective Date:
Endorsement No:
Underwriting Company: Continental Casualty Company, 151 N Franklin St, Chicago, IL 60606

Policy No: BUA 7095132738
Policy Effective Date: 12/31/2025
Policy Page:



ADDITIONAL INSURED - PRIMARY AND NON-CONTRIBUTORY

It is understood and agreed that this endorsement amends the **BUSINESS AUTO COVERAGE FORM** as follows:

SCHEDULE

Name of Additional Insured Person Or Organization

Per schedule on file with company

1. In conformance with paragraph **A.1.c.** of **Who Is An Insured** of Section **II - LIABILITY COVERAGE**, the person or organization scheduled above is an insured under this policy.
2. The insurance afforded to the additional insured under this policy will apply on a primary and non-contributory basis if you have committed it to be so in a written contract or written agreement executed prior to the date of the "**accident**" for which the additional insured seeks coverage under this policy.

All other terms and conditions of the policy remain unchanged

This endorsement, which forms a part of and is for attachment to the policy issued by the designated Insurers, takes effect on the Policy Effective date of said policy at the hour stated in said policy, unless another effective date (the Endorsement Effective Date) is shown below, and expires concurrently with said policy.

Form No: CNA71527XX (10-2012)

Endorsement Effective Date:

Endorsement No: ; Page: 1 of 1

Underwriting Company: Continental Casualty Company, 151 N Franklin St, Chicago, IL 60606

Endorsement Expiration Date:

Policy No: BUA 7095132738

Policy Effective Date: 12/31/2025

Policy Page: of



**Blanket Additional Insured - Owners, Lessees or Contractors -
with Products-Completed Operations Coverage Endorsement**

This endorsement modifies insurance provided under the following:

COMMERCIAL GENERAL LIABILITY COVERAGE PART

It is understood and agreed as follows:

- I. **WHO IS AN INSURED** is amended to include as an **Insured** any person or organization whom you are required by **written contract** to add as an additional insured on this **Coverage Part**, but only with respect to liability for **bodily injury, property damage or personal and advertising injury** caused in whole or in part by your acts or omissions, or the acts or omissions of those acting on your behalf:
 - A. In the performance of your ongoing operations subject to such **written contract**; or
 - B. In the performance of **your work** subject to such **written contract**, but only with respect to **bodily injury or property damage** included in the **products-completed operations hazard**, and only if:
 - 1. The **written contract** requires you to provide the additional insured such coverage; and
 - 2. This **Coverage Part** provides such coverage; and
 - C. Subject always to the terms and conditions of this policy, including the limits of insurance, the Insurer will not provide such additional insured with:
 - 1. Coverage broader than what you are required to provide by the **written contract**; or
 - 2. A higher limit of insurance than what you are required to provide by the **written contract**.

Any coverage granted by this Paragraph I. shall apply solely to the extent permissible by law.

- II. If the written contract requires additional insured coverage under the 07-04 edition of CG2010 or CG2037, then paragraph I. above is deleted in its entirety and replaced by the following:

WHO IS AN INSURED is amended to include as an **Insured** any person or organization whom you are required by **written contract** to add as an additional insured on this **Coverage Part**, but only with respect to liability for **bodily injury, property damage or personal and advertising injury** caused in whole or in part by your acts or omissions, or the acts or omissions of those acting on your behalf:

 - A. In the performance of your ongoing operations subject to such **written contract**; or
 - B. In the performance of **your work** subject to such **written contract**, but only with respect to **bodily injury or property damage** included in the **products-completed operations hazard**, and only if:
 - 1. The **written contract** requires you to provide the additional insured such coverage; and
 - 2. This **Coverage Part** provides such coverage.

- III. But if the **written contract** requires:
 - A. Additional insured coverage under the 11-85 edition, 10-93 edition, or 10-01 edition of CG2010, or under the 10-01 edition of CG2037; or
 - B. Additional insured coverage with "arising out of" language;

then paragraph I. above is deleted in its entirety and replaced by the following:

WHO IS AN INSURED is amended to include as an **Insured** any person or organization whom you are required by **written contract** to add as an additional insured on this **Coverage Part**, but only with respect to liability for **bodily injury, property damage or personal and advertising injury** arising out of **your work** that is subject to such **written contract**.

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**Blanket Additional Insured - Owners, Lessees or Contractors -
with Products-Completed Operations Coverage Endorsement**

IV. But if the **written contract** requires additional insured coverage to the greatest extent permissible by law, then paragraph I. above is deleted in its entirety and replaced by the following:

WHO IS AN INSURED is amended to include as an **Insured** any person or organization whom you are required by **written contract** to add as an additional insured on this **Coverage Part**, but only with respect to liability for **bodily injury, property damage** or **personal and advertising injury** arising out of **your work** that is subject to such **written contract**.

V. The insurance granted by this endorsement to the additional insured does not apply to **bodily injury, property damage**, or **personal and advertising injury** arising out of:

A. The rendering of, or the failure to render, any professional architectural, engineering, or surveying services, including:

1. The preparing, approving, or failing to prepare or approve maps, shop drawings, opinions, reports, surveys, field orders, change orders or drawings and specifications; and
2. Supervisory, inspection, architectural or engineering activities; or

B. Any premises or work for which the additional insured is specifically listed as an additional insured on another endorsement attached to this **Coverage Part**.

VI. Under **COMMERCIAL GENERAL LIABILITY CONDITIONS**, the Condition entitled **Other Insurance** is amended to add the following, which supersedes any provision to the contrary in this Condition or elsewhere in this **Coverage Part**:

Primary and Noncontributory Insurance

With respect to other insurance available to the additional insured under which the additional insured is a named insured, this insurance is primary to and will not seek contribution from such other insurance, provided that a **written contract** requires the insurance provided by this policy to be:

1. Primary and non-contributing with other insurance available to the additional insured; or
2. Primary and to not seek contribution from any other insurance available to the additional insured.

But except as specified above, this insurance will be excess of all other insurance available to the additional insured.

VII. Solely with respect to the insurance granted by this endorsement, the section entitled **COMMERCIAL GENERAL LIABILITY CONDITIONS** is amended as follows:

The Condition entitled **Duties In The Event of Occurrence, Offense, Claim or Suit** is amended with the addition of the following:

Any additional insured pursuant to this endorsement will as soon as practicable:

1. Give the Insurer written notice of any **claim**, or any **occurrence** or offense which may result in a **claim**;
2. Send the Insurer copies of all legal papers received, and otherwise cooperate with the Insurer in the investigation, defense, or settlement of the **claim**; and
3. Make available any other insurance, and endeavor to tender the defense and indemnity of any **claim** to any other insurer or self-insurer, whose policy or program applies to a loss that the Insurer covers under this **coverage part**. However, if the **written contract** requires this insurance to be primary and non-contributory, this paragraph 3. does not apply to other insurance under which the additional insured is a named insured.

The Insurer has no duty to defend or indemnify an additional insured under this endorsement until the Insurer receives written notice of a **claim** from the additional insured.



**Blanket Additional Insured - Owners, Lessees or Contractors -
with Products-Completed Operations Coverage Endorsement**

VIII. Solely with respect to the insurance granted by this endorsement, the section entitled **DEFINITIONS** is amended to add the following definition:

Written contract means a written contract or written agreement that requires you to make a person or organization an additional insured on this **Coverage Part**, provided the contract or agreement:

- A. Was executed prior to:
 - 1. The **bodily injury** or **property damage**; or
 - 2. The offense that caused the **personal and advertising injury**;
for which the additional insured seeks coverage; and
- B. Is still in effect at the time of the **bodily injury** or **property damage occurrence** or **personal and advertising injury** offense.

All other terms and conditions of the Policy remain unchanged.

This endorsement, which forms a part of and is for attachment to the Policy issued by the designated Insurers, takes effect on the effective date of said Policy at the hour stated in said Policy, unless another effective date is shown below, and expires concurrently with said Policy.

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EXHIBIT B

SCOPE OF SERVICES

Grant Writing and Application Development – FY 2026 BUILD Grant

1. PURPOSE

The purpose of this Agreement is to retain consulting services to provide professional grant writing, application development, coordination, and technical support to assist the Tehama County Transportation Commission (TCTC) in the preparation and submittal of a competitive FY 2026 USDOT Better Utilizing Investments to Leverage Development (BUILD) grant application for an RTPA-sponsored transportation project.

The Consultant will lead preparation of the application materials in close coordination with TCTC staff and project partners. Final authority, approvals, certifications, and submission shall remain with TCTC.

2. GENERAL RESPONSIBILITIES

The Consultant shall:

- Serve as lead grant application developer for the FY 2026 BUILD cycle.
- Coordinate closely with TCTC staff, local partners, and technical contributors.
- Prepare all required narrative, budgetary, and analytical materials consistent with the FY 2026 BUILD Notice of Funding Opportunity (NOFO).
- Ensure application materials are complete, compliant, internally consistent, and competitive.
- Support final application assembly and electronic submission via the USDOT-designated platform.

3. TASKS AND DELIVERABLES

Task 1 – Project Management and Coordination

- Conduct project kickoff meeting with TCTC staff.
- Facilitate ongoing coordination meetings (as needed).
- Maintain schedule tracking aligned with the BUILD application deadline.
- Coordinate information requests and data inputs from agency staff and partners.
- Provide periodic status updates to TCTC.

Deliverables:

- Application development schedule
- Ongoing coordination support through submittal

Task 2 – BUILD Grant Application Development

The Consultant shall prepare all required application components, including but not limited to:

a. Standard Forms and Administrative Content

- SF-424 and related required federal forms (in coordination with TCTC/RTPA).
- Key Information Questions and required portal entries.

b. Narrative Development

- Comprehensive BUILD application narrative (up to 25 pages, as applicable).
- Merit Criteria narratives addressing all statutory evaluation categories.
- Project Readiness narrative, including schedule, risk, and capacity elements.
- Integration of prior planning, technical studies, and adopted plans.

c. Benefit-Cost Analysis (BCA)

- Preparation of BUILD-compliant Benefit-Cost Analysis narrative.
- Development or refinement of BCA calculations consistent with USDOT guidance.
- Coordination with TCTC/RTPA on assumptions, inputs, and documentation.

d. Project Budget and Funding Strategy

- Development of detailed project budget tables.
- Identification and documentation of federal, state, and local funding sources.
- Cost-share analysis consistent with rural eligibility and BUILD requirements.

Deliverables:

- Draft and final BUILD grant narratives
- Project location maps and fact sheets
- Benefit-Cost Analysis narrative and calculation files
- Project budget tables and funding documentation
- Draft application files formatted per BUILD NOFO requirements

Task 3 – Review, Refinement, and Submittal Support

- Incorporate TCTC staff comments and revisions.
- Conduct quality control review for consistency and compliance.
- Finalize all application components for submission.
- Support electronic submission through the designated USDOT portal.
- Provide confirmation of successful submittal.

Deliverables:

- Final BUILD application package
- Submission confirmation documentation

4. TCTC / RTPA RESPONSIBILITIES

TCTC shall:

- Serve as the official applicant and grant recipient.
- Provide project background materials, prior studies, and adopted plans.
- Coordinate agency approvals, resolutions, and letters of support.
- Review and approve all draft and final application materials.
- Execute all certifications and submit the final application.

5. SCHEDULE

Services shall commence upon execution of the Agreement and proceed on an expedited basis to support the FY 2026 BUILD application deadline of February 24, 2026. The Consultant shall prioritize adherence to this deadline.

6. COMPENSATION

Compensation shall be time-and-materials, not-to-exceed Forty Thousand Dollars (\$40,000), inclusive of all labor, overhead, and direct expenses, unless amended in writing.