

AMENDMENT THREE TO THE ENGINEERING SERVICES AGREEMENT  
FOR STAFF AUGMENTATION SERVICES  
IN LAKE COUNTY, CALIFORNIA

This Amendment Three of the Engineering Services Agreement is made this \_\_\_\_\_ day of \_\_\_\_\_, 2025, by and between the County of Lake, hereinafter referred to as "COUNTY", and Coastland Civil Engineering, LLP, hereinafter referred to as "ENGINEER".

WITNESSETH

WHEREAS, on November 14, 2023, the COUNTY and ENGINEER entered into an Engineering Services Agreement for Staff Augmentation ("AGREEMENT") in an amount not to exceed \$250,000.00 per year for a period of three years; and

WHEREAS, on May 21, 2024, the COUNTY and ENGINEER entered into Amendment One (AMENDMENT ONE) to the AGREEMENT which changed the applicable period for the not to exceed amount from each calendar year to each fiscal year; and

WHEREAS, on December 3, 2024, the COUNTY and ENGINEER entered into Amendment Two (AMENDMENT TWO) to the AGREEMENT which increased the not to exceed amount from \$250,000 per year to \$750,000.00 from July 1, 2024 to June 30, 2025 (FY2024/FY2025) and adjust personnel rates for the same period, and

WHEREAS, COUNTY AND ENGINEER in accordance with the AGREEMENT desire to amend said AGREEMENT to allow for ENGINEER to utilize subconsultants to provide all necessary engineering services in connection with staff augmentation services for the Engineering and Inspection Division of the Department of Public Works and add subconsultant personnel rates for the period set forth on the rate sheets included in "Attachment B."

NOW, THEREFORE, the parties hereto agree as follows:

Section 1 is hereby modified to read as follows:

“1. COUNTY hereby retains ENGINEER as an independent ENGINEER and hereby agrees to serve COUNTY in providing all necessary engineering services in connection with providing staff augmentation for the Engineering and Inspection Division of the Department of Public Works.

ENGINEER may retain subconsultants to assist with the work requested by the COUNTY. Use of subconsultants is allowable for the term of the AGREEMENT beginning July 1, 2024.”

Except as specifically modified herein, all other terms and conditions of the AGREEMENT and AMENDMENT ONE and AMENDMENT TWO shall remain in full force and effect.

COUNTY and ENGINEER have executed this Amendment Three to the AGREEMENT on the day and year first written above.

COUNTY OF LAKE:

Coastland Civil Engineering, LLP

Steven Van Saun

Steven Van Saun (Feb 24, 2025 14:11 PST)

\_\_\_\_\_  
Chair, Board of Supervisors

\_\_\_\_\_  
(ENGINEER)

ATTEST: SUSAN PARKER  
CLERK OF THE BOARD

APPROVED AS TO FORM:  
LLOYD GUINTIVANO  
COUNTY COUNSEL

By: \_\_\_\_\_

By:  \_\_\_\_\_

# APPENDIX B



**Santa Rosa Office**  
3501 Industrial Drive, Suite A  
Santa Rosa, CA 95403  
707-544-1072

**Napa Office**  
1041 Jefferson St, Suite 4  
Napa, CA 94559  
707-252-8105

**SCHEDULE OF CHARGES**  
**Effective January 1, 2024**

Unless agreed otherwise, work is charged for on a time and expense basis in accordance with the following schedule of charges:

**PERSONNEL**

Principal .....	\$250/hour
Associate .....	\$205/hour
Senior Engineer/Geologist .....	\$195/hour
Project Engineer/Geologist .....	\$175/hour
Staff Engineer/Geologist .....	\$150/hour
Field Engineer.....	\$140/hour
Field Engineer (Prevailing Wage) .....	\$180/hour
Graphics .....	\$110/hour
Report Typing/Reproduction.....	\$90/hour

**EQUIPMENT**

Slope Inclinomometer Instrument .....	\$200/day
Coring Machine .....	\$400/day
Infiltration Test Apparatus.....	\$200/day
Sonic Echo Foundation Test Gauge.....	\$200/day
Specialty Software (i.e. SLOPE/W, VolFlo).....	\$70/hour

**CONCRETE**

Concrete Compression Testing - Set of 4 Cylinder Breaks.....	\$200
Shotcrete Panel (Includes coring, compression testing of 4 cores, and disposal).....	\$400
Each Additional Cylinder Break .....	\$50
Each Additional Core Break .....	\$100

**OTHER**

Travel time is charged at regular rates. Vehicle mileage is charged at the current federal rate. For court appearance, expert witness testimony, or deposition the charge is \$400 per hour for the principal, associate, and project level professional and \$280 per hour for all others, payable in advance. Four and eight hour minimums apply for court appearance.

Time worked in excess of 8 hours per day and Saturday/night work will be charged at 1.5 times the hourly rate. Time worked in excess of 12 hours per day and Sundays/holidays will be charged at 2 times the hourly rate.

Outside services including laboratory analysis, consultants, subcontractors, equipment not listed above, outside reproduction, aerial photographs, meals, lodging, shipping and special equipment or services not listed above are charged at cost plus 20 percent.

EXHIBIT 10-H1 COST PROPOSAL SUPPLEMENT (Task/Detail Level)

Date: July 31, 2024

Lake County: Kelseyville Sidewalk Project



Task 1. PES Form and Field Review Optional Task 2. ASR/HPSR	Name: Rebecca J. *	Firm: AWE	Title: Senior Scientist	Rate: \$ 217.03	Personnel							Total Hours	Total Dollars
					Dour-Smith, Aimee A.	Bailey, Mary L.	Aiken, Mikheila W.	Rocha, Thomas A.	Church, Amanda J.	Hours	Rate		
					18	8	32	6	4	2	70	\$ 9,380.90	
					24	64	24	4			122	\$ 19,352.58	
<b>Total Labor Hours</b>					<b>6</b>	<b>42</b>	<b>72</b>	<b>56</b>	<b>10</b>	<b>6</b>	<b>192</b>	\$ -	
<b>Labor Costs:</b>													
Labor Dollars	\$ 1,302	\$ 8,112	\$ 12,270	\$ 5,726	\$ 710	\$ 613						\$ 28,733.48	
Anticipated Salary Increase												\$ -	
<b>Total Labor Costs</b>	<b>\$ 1,302</b>	<b>\$ 8,112</b>	<b>\$ 12,270</b>	<b>\$ 5,726</b>	<b>\$ 710</b>	<b>\$ 613</b>						<b>\$ 28,733.48</b>	
<b>Direct Costs:</b>													
Task 1 Travel: mileage costs (at current federal travel rate at time of travel)												\$ 340.36	
Task 1 Cultural Resource Record Search (at cost)												\$ 1,000.00	
Task 2 Travel: mileage costs (at current federal travel rate at time of travel)												\$ 501.16	
<b>Total Direct Costs</b>												<b>\$ 1,841.52</b>	
<b>Total Estimated Fee</b>												<b>\$ 30,575.00</b>	



## A Proposal for the County of Lake

### *History*

Founded in 2004, California Consulting has an excellent reputation for hard work and a commitment to success for our clients. California Consulting is the largest grant writing firm in California. With offices in Southern California, Northern California, and Central California. We have over 135 clients statewide. We have 55 members of our team from Chico in the North, to San Diego in the South. California Consulting has developed expertise in representing public agencies, and non-profit organizations. We have secured over \$1.6 billion for our clients since inception. The California Consulting team boasts over 30 grant writers. Through years of experience, our grant writers have a proven track record of success and have mastered their skills of identifying, researching and obtaining funding for significant projects at every level of government. California Consulting grant writers have written over 1,600 competitive grant applications that have been funded. Our aggressive, hard-working, and results-oriented style has translated into success for our clients. Our professional grant writers are diligent and stay current on every Federal and State grant available on a myriad of different topics and public policy areas. Whether it is transportation, recreation, education, parks, energy, climate or public safety, our grants team knows where to locate grant funds and how to successfully write the applications.

### *Grant Funding Services*

California Consulting is a full service grant writing firm. We are experts in the fields of grant research and identification. We prepare comprehensive and concise grant application packages. We submit grants in a timely fashion and follow through after the grant has been submitted to determine the status of the grant. We also conduct post-award compliance and administration. California Consulting has a fundamental business philosophy founded on open communication and tailoring the grants we pursue to fit our client's needs.

### Scope of Work

1. **Needs Assessment (Meetings with Department Heads to review priorities and funding needs):** We learn about the client at the outset of the contract by conducting an in-depth Needs Assessment. Each client is assigned a lead Project Manager. The Project Manager communicates regularly with the client and on an ongoing basis. This relationship building is the key to keeping the grants pursued on target with the client's overall goals.

*Sample questions asked during the Needs Assessment:*

- a) List and describe any program initiatives or priority projects.
- b) What needs, projects, or content areas would you like to target for funding? You can list specific projects or general areas in which you have funding needs.
- c) List any grants for which you are considering applying or have decided to apply. In addition, please list what kind of grant-writing support would be helpful for each grant.
- d) List past grants that your agency has received.
- e) List past grant applications you would like to revise and submit again.

2. **Facilitation of Department Decision Making Processes:** Our Project Managers are experts on grant identification. With years of experience, your Project Manager will be able to assist your Staff in deciding which grants make the most sense to meet the funding needs identified.
3. **Grant Research and Identification:** Our Project Manager's conduct thorough research on an ongoing basis. We track current and upcoming grants in order to let our client's know what is available and what we recommend would fit their situation. By regularly tracking grant announcements we are able to present these grant opportunities to our clients as soon as they are released. California Consulting will provide you with a Grant Activity Report monthly, detailing the grants available, grants in progress and grants submitted. You will also be provided with available grant opportunities on an ongoing basis.
4. **Client Commitment:** When identifying grants that meet your needs and funding priorities, your Project Manager will advise you of the estimated time commitment required from your staff.
5. **Grant Preparation Process:** When your staff and California Consulting agree to pursue a grant, we will develop a checklist and schedule. The checklist and schedule will include what things you will be responsible for and when we will need them submitted. We need your staff involved in the grant preparation process to provide required information we don't have access to. The Project Manager will provide you with grant portions along the way to review for content accuracy. The more engaged you are able to be in this process, the higher quality the application will be. California Consulting retains copies of all grants we've submitted. If the application was successful, we use it as a guide for future grants.

Below is a list of general tasks for our grant process:

- a. Create a task timeline with due dates
  - b. Ensure the proposed project meets the grant agency's requirements
  - c. Review similar successful grant applications and apply where possible
  - d. Collect information on the project
  - e. Meet with staff to create an accurate scope of work, budget, timeline, narratives, and cost analysis
  - f. Obtain letters of support when necessary
  - g. Draft proposals and send to staff for review
  - h. Incorporate staff edits in final drafts
  - i. Submit completed application timely
  - j. Monitor funding agency until grant awards are announced.
6. **Quality Assurance:** California Consulting takes pride in our impeccable grant applications. We are successful in this area due to our thorough quality assurance measures. Our Grant Managers conduct group meetings with all Project Managers regularly. In addition, our Grant Managers meet individually with each Project Manager to review each client. These meetings thoroughly discuss each client's needs, what grants are being worked on and what additional grants may be a good fit. We ensure the best quality product before the grant application is submitted.
  7. **Facilitation of Partnership Meetings:** Our Project Managers will arrange and schedule meetings with key personnel to review all grants prior to submission to ensure application accuracy.
  8. **Timely Submission:** We create a precise timeline to ensure the grant is submitted on time. This timeline not only captures the submission deadline, but we create other deadlines in order to obtain the information needed for a quality submission. We believe if everyone is on the same page and is aware of what needs to be done, we can limit scrambling at the last minute.
  9. **Funding Agency Monitoring:** California Consulting will monitor the Funding Agency until grant awards are announced.

**10. Grant Administration:** Some grants require post award compliance, reporting and administration. California Consulting will prepare required agency reports and submit them by the required due date. We propose that to the extent legally allowed, the Client hire California Consulting as grant administrators when dollars are available from within the grant (at no additional cost to you). When grant dollars from the grant are not available for administration, reporting, and evaluation purposes we will provide these services to the Client for a monthly fee or hourly fee based on the Client's preference

***References***

California Consulting references include key leaders from around the State. All of our current clients are references. California Consulting currently has contracts with over 50 cities across California, almost 40 School Districts, Non-Profits and others. A full client list can be obtained at [www.californiaconsulting.org](http://www.californiaconsulting.org).

***Pricing***

We propose an agreement on a Per Grant basis, plus reimbursement of out of pocket expenses. If Client decides to withdraw the application or cease work on the application prior to submission and after work has begun, Client agrees to pay Consultant for work completed at an hourly rate of \$150.00, not to exceed the total amount of the per grant rate. The following is a breakdown of cost per grant:

<b>Grant Amount Request</b>	<b>Cost</b>
Up to \$10,000	\$2,000
\$10,001 - \$50,000	\$5,000
\$50,001 - \$200,000	\$8,000
\$200,001 - \$500,000	\$10,000
\$500,001 - \$2,000,000	\$12,000
Over \$2,000,000	\$15,000 - \$18,000

*\*Cost will be determined based on complexity of grant preparation for grant requests exceeding \$2,000,000*

Grant research, grant identification, and grant administration can be provided at an hourly rate of \$150.00. For research completed at an hourly rate, client may specify a "not to exceed" amount.









# Amend3StaffAug-Coastland-Corrected

Final Audit Report

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