CONTRA COSTA COUNTY

Administration Building | 1025 Escobar St., Martinez, CA 94553
1650 Kalae Highway, Kualapuu, Hawaii

AGENDA

Tuesday, June 9, 2026

9:00 AM

BOARD OF SUPERVISORS

Supervisor John Gioia, District I
Supervisor Candace Andersen, District II
Supervisor Diane Burgis, District III
Supervisor Ken Carlson, District IV
Supervisor Shanelle Scales-Preston, District V

Clerk of the Board (925) 655-2000
clerkoftheboard@cob.cccounty.us

The public may attend the Board meeting in person and remotely via call-in or Zoom. Board meetings are televised live on Comcast Cable 27, ATT/U-Verse Channel 99, and WAVE Channel 32, and can be seen live online at www.contracosta.ca.gov. Meetings of the Board are closed-captioned in real time. For real time translation of the Board of Supervisors meeting, please go to the Wordly website: https://attend.wordly.ai/join/UPPW-1508.

Persons who wish to address the Board during public comment or with respect to an item on the agenda may comment in person or may call in during the meeting by dialing 1 855-758-1310. A caller should indicate they wish to speak on an agenda item by pushing "#2" on their phone. Persons who wish to address the Board in person should complete the form provided for that purpose. Access via Zoom is also available using the following link: https://cccounty-us.zoom.us/j/81863939331. Those participating via Zoom should indicate they wish to speak on an agenda item by using the “raise your hand” feature in the Zoom app. To provide contact information, please contact Clerk of the Board at clerkoftheboard@cob.cccounty.us or call 925-655-2000. If the Zoom connection malfunctions for any reason, the meeting may be paused while a fix is attempted. If the connection is not reestablished, the Board will continue the meeting in person without remote access.

Public comments generally will be limited to two minutes per speaker. In the interest of facilitating the business of the Board, the total amount of time that a member of the public may use in addressing the Board on all agenda items is 10 minutes. Your patience is appreciated.

A lunch break or closed session may be called at the discretion of the Board Chair. Staff reports related to open session items on the agenda are also accessible online at www.contracosta.ca.gov.

1. CALL TO ORDER; ROLL CALL

2. PLEDGE OF ALLEGIANCE

3. CLOSED SESSION

A. CONFERENCE WITH LABOR NEGOTIATORS (Gov. Code § 54957.6)

1. Agency Negotiators: Monica Nino.

Employee Organizations: Public Employees Union, Local 1; AFSCME Locals 512 and 2700; California Nurses Assn.; SEIU Locals 1021 and 2015; District Attorney Investigators' Assn.; Deputy Sheriffs Assn.; United Prof. Firefighters I.A.F.F., Local 1230; Physicians' & Dentists' Org. of Contra Costa; Western Council of Engineers; United Chief Officers Assn.; Contra Costa County Defenders Assn.; Contra Costa County Deputy District Attorneys' Assn.; Prof. & Tech. Engineers IFPTE, Local 21; and Teamsters Local 856.

2. Agency Negotiators: Monica Nino.

Unrepresented Employees: All unrepresented employees.

B. CONFERENCE WITH LEGAL COUNSEL--EXISTING LITIGATION (Gov. Code § 54956.9(d)(1))
1. Adelma Anicete v. Contra Costa County, WCAB Nos. ADJ1314997; ADJ241632; ADJ14550932; ADJ14550925
2. Arthur Jacobsen v. Contra Costa County, WCAB No. ADJ8900791
C. CONFERENCE WITH LEGAL COUNSEL--ANTICIPATED LITIGATION
Significant exposure to litigation pursuant to Gov. Code, § 54956.9(d)(2): [One potential case]
D. CONFERENCE WITH REAL PROPERTY NEGOTIATORS (Gov. Code § 54956.8)
Property: 1004 Court Street, Martinez, California
Agency Negotiators: Eric Angstadt, Chief Assistant County Administrator, and Julin Perez, Supervising Real Property Agent
Negotiating Parties: County of Contra Costa and Antone H. Fahden and Janice F. Fahden, Trustees of the Antone H Fahden and Janice F. Fahden Revocable Trust, dated February 8, 1999, as amended.
Under Negotiation: Price and terms

4. Inspirational Thought-

"Happiness lies in the joy of achievement and the thrill of creative effort." — Franklin D. Roosevelt

5. CONSIDER CONSENT ITEMS (Items listed as C.1 through C.165 on the following agenda) – Items are subject to removal from Consent Calendar by request of any Supervisor. Items removed from the Consent Calendar will be considered with the Discussion Items.

6. PRESENTATIONS

PR.1 PRESENTATION recognizing the extraordinary achievements in poetry and youth arts in Contra Costa County. (Supervisor Burgis)

PR.2 PRESENTATION proclaiming June 2026 as Gun Violence Awareness Month. (Diana Becton, District Attorney)

PR.3 PRESENTATION recognizing June 2026 as Elder and Dependent Adult Abuse Awareness Month. (Tracy Murray, Aging & Adult Services Bureau Director)

7. DISCUSSION ITEMS

D.1. HEARING before the Board of Supervisors, acting in its capacity as the governing body of the Contra Costa County Flood Control and Water Conservation District, to CONSIDER the Engineer's Report and proposed assessment rates to be imposed within Stormwater Utility Area Nos. 1 through 18 in Fiscal Year 2026–2027, and the adoption of Resolution No. 2026-220, imposing those assessment rates within those Stormwater Utility Areas, to fund activities connected with National Pollutant Discharge Elimination System permit requirements, as recommended by the Chief Engineer, Countywide. (100% Stormwater Utility Area Assessments) (Joe Smithonic, Flood Control District) **RES 2026-220**

D.2. HEARING, pursuant to Government Code 4217.10 et seq., to consider the energy services contract with OPTERRA Energy Services, LLC and to AUTHORIZE the Public Works Director, or designee, to sign a contract not to exceed $11,000,000 with OPTERRA to provide solar, battery storage and electric vehicle infrastructure at the East County Service Center (ECSC) Project in Brentwood, California. (100% General Fund Capital Reserves). (Eric Angstadt, Chief Assistant County Administrator) **26-2450**

Attachments: OPTERRA pro forma
Pro forma 2 PG&E estimated costs

D.3 CONSIDER consent item previously removed.

D.4 PUBLIC COMMENT (2 Minutes/Speaker)

D.5 CONSIDER reports of Board members.

8. ADJOURN in memory of Vy Vo, Founder of the Contra Costa AAPI Coalition

9. CONSENT CALENDAR

Airport

C.1. APPROVE and AUTHORIZE the Director of Airports to terminate the Tiedown Permit with Ben J. Pfaff and AUTHORIZE County Counsel to pursue legal action if necessary. (100% Airport Enterprise Fund) **26-2441**

C.2. AUTHORIZE the Director of Airports to submit an Airport Improvement Program grant application to the Federal Aviation Administration (FAA) for approximately $1.5 million to fund the purchase of a new Aircraft Rescue and Fire Fighting (ARFF) truck at the Buchanan Field Airport, and APPROVE and AUTHORIZE the Director of Airports, or designee, to sign a Statement of Acceptance with the FAA for approximately $1.5 million to fund the purchase, and ADOPT Resolution No. 2026-219 to approve the application of, acceptance of, execution of, and signatory authority for a grant application with the California Department of Transportation (Caltrans), for an FAA matching grant of approximately $75,000 for the purchase of the new ARFF truck. (95% FAA, 4% of the FAA's share by Caltrans, and 1% Airport Enterprise Fund) **RES 2026-219**

Agriculture/Weights and Measures

C.3. APPROVE and AUTHORIZE the Agricultural Commissioner, or designee, to execute a contract with the Regents of the University of California in an amount not to exceed $109,169 for Master Gardener Program services for the period July 1, 2026, through June 30, 2027. (100% General Fund) **26-2442**

C.4. APPROVE and AUTHORIZE the Agricultural Commissioner, or designee, to execute a contract with the Regents of the University of California in an amount not to exceed $33,183 for 4-H Youth Community Education services for the period July 1, 2026, through June 30, 2027. (100% General Fund) **26-2443**

C.5. APPROVE and AUTHORIZE the Agricultural Commissioner, or designee, to execute a contract with the United States Department of Agriculture in an amount not to exceed $55,651 for wildlife damage management services for the period July 1, 2026, through June 30, 2027. (40% General Fund, 60% State Unclaimed Gas Tax Revenue) **26-2444**

C.6. APPROVE and AUTHORIZE the Agricultural Commissioner, or designee, to execute a contract with East Bay Municipal Utility District to pay the County an amount not to exceed $40,000 to provide weed abatement services in assigned districts for the period of July 1, 2026, through June 30, 2027. (100% East Bay Municipal Utility District) **26-2445**

Animal Services

C.7. APPROVE and AUTHORIZE the Animal Services Director, or designee, to execute a contract with SAGE Veterinary Partners, LLC in an amount not to exceed $900,000 to provide 24-hour emergency veterinary care for the period of July 1, 2026, through June 30, 2029. (60% City Contracts, 8% User Fees, and 32% County General Fund) **26-2446**

C.8. APPROVE and AUTHORIZE the Animal Services Director, or designee, to execute contracts with Doctors of Veterinary Medicine Michelle Mehalick, Echo Cartagena, and Ruth Adams, in an aggregate amount not to exceed $515,000, for shelter veterinary services during the period from July 1, 2026, through June 30, 2027. (60% City Contracts, 8% User Fees, and 32% County General Fund) **26-2447**

C.9. APPROVE and AUTHORIZE the Animal Services Director, or designee, to execute a contract amendment with The Permanente Medical Group, Inc. to extend the term through June 30, 2028, for continued occupational health services including new employee health clearances and worker's compensation claims management, with no change to the payment limit of $75,000. (60% City Contracts, 8% User Fees, and 32% County General Fund) **26-2448**

C.10. APPROVE and AUTHORIZE the Animal Services Director, or designee, to execute a contract amendment with Docupet Corp. to extend the term through June 30, 2027, for continued animal licensing processing services, with no change to the payment limit of $200,000. (100% Animal Services Licensing Revenue) **26-2449**

Auditor-Controller

C.11. ADOPT Resolution No. 2026-223 establishing appropriation limits for the County and County Special Districts for Fiscal Year 2026/27, as recommended by the Auditor-Controller. **RES 2026-223**

Attachments: Exhibit A FY 2026-27.pdf

Board of Supervisors

C.12. APPROVE allocations for District III Community Impact Funds in the amount of $39,220, as recommended by Supervisor Burgis. **26-2531**

Attachments: Attachment A: Community Impact Fund - District III Allocations, June 9, 2026

Child Support Services

C.13. APPROVE and AUTHORIZE the Purchasing Agent, or designee, to execute on behalf of the Director of Child Support Services, a purchase order with Connoisseur Media Holdco Inc, (previously known as Alpha Media LLC) in an amount not to exceed $27,000 to provide advertising services for the period June 1, 2026, through May 31, 2027. (66% Federal, 34% State) **26-2415**

Clerk of the Board

C.14. ADOPT Resolution No. 2026-212 recognizing the extraordinary achievements in poetry and youth arts in Contra Costa County, as recommended by Supervisor Burgis. **RES 2026-212**

C.15. ADOPT Resolution No. 2026-213 proclaiming June 2026 as Gun Violence Awareness Month in Contra Costa County, as recommended by the District Attorney. **RES 2026-213**

C.16. ADOPT Resolution No. 2026-214 recognizing June 2026 as Elder & Dependent Adult Abuse Awareness Month in Contra Costa County, as recommended by the Employment & Human Services Director. **RES 2026-214**

C.17. ADOPT Resolution No. 2026-215 recognizing the 50th Anniversary of LifeLong Medical Care, as recommended by Supervisor Gioia. **RES 2026-215**

C.18. ADOPT Resolution No. 2026-216 recognizing the 80th anniversary of Central Contra Costa Sanitary District (Central San), as recommended by Supervisors Burgis, Carlson, and Andersen. **RES 2026-216**

C.19. ADOPT Resolution No. 2026-217 honoring Valerie Barone on the occasion of her retirement from the City of Concord as City Manager, as recommended by Supervisors Carlson and Scales-Preston. **RES 2026-217**

C.20. ADOPT Resolution No. 2026-218 recognizing the retirement of Catherine Beller from Contra Costa County, as recommended by the County Counsel. **RES 2026-218**

C.21. APPOINT Melanie Laman to the Advisory Council on Equal Employment Opportunity (ACEEO) Management seat #1 for a term ending on November 30, 2028, as recommended by the EEO Officer. **26-2417**

Attachments: Laman Melanie (ACEEO) 05.07.26 D5_Redacted

C.22. APPOINT Jose Merlos to the Veteran's Seat on the Advisory Council on Equal Employment Opportunity for a term ending on November 30, 2027, as recommended by the Equity Committee. **26-2418**

Attachments: Merlos Jose (ACEEO) Redacted

C.23. APPOINT Antwanisha Hicks to the vacant member seat 12 on the Transitional Community Advisory Body, as recommended by the Equity Committee. **26-2419**

Attachments: Hicks, Antwanisha (TCAB) Redacted

C.24. APPOINT Kimberly Mahoney to the At-Large #7 Seat with a term expiring February 28, 2029, on the Commission for Women and Girls, as recommended by the Family and Human Services Committee. **26-2420**

Attachments: CCCWG Roster Seats Terms 5.4.26
Mahoney Kimberly CCCWG 04-01-26 D3 Redacted

C.25. APPOINT Mark DeMarce to the At-Large 2 seat on the Contra Costa Fire Protection District Advisory Fire Commission for the term beginning July 1, 2026 and ending June 30, 2030, DECLARE the At-Large Alternate #1 seat vacant, and DIRECT the Clerk of the Board to post the vacancy, as recommended by the Internal Operations Committee. **26-2421**

C.26. APPOINT Gelberg Rodriguez to the Environmental Justice Seat #1 and Joseph Donaldson to the Commercial Business Seat #2 on the Sustainability Commission for terms ending on March 31, 2027, as recommended by the Sustainability Committee. **26-2422**

C.27. APPOINT Charles Kreling to the Board of Supervisors Appointee 2 seat on the Airport Land Use Commission for the current term ending May 2, 2027, as recommended by the Internal Operations Committee. **26-2423**

Attachments: Kreling, Charles (ALUC) 03-16-26 [D4]_Redacted
Airport Land Use Commission Roster May 2026

C.28. ACCEPT the resignation of Oravanh Thammasen, DECLARE a vacancy in the Union seat #1 on the Advisory Council on Equal Employment Opportunity for a term ending November 30, 2027, and DIRECT the Clerk of the Board to post the vacancy, as recommended by the EEO Officer. **26-2424**

C.29. ACCEPT the resignation of Destiny Briscoe, DECLARE a vacancy in the At-Large #10 seat on the Contra Costa Commission for Women and Girls for a term ending February 28, 2030, and DIRECT the Clerk of the Board to post the vacancy, as recommended by the County Administrator. **26-2425**

C.30. ACCEPT the resignation of Belinda Jackson-Thomas, DECLARE a vacancy in the Employment and Human Services Representative seat on the Contra Costa Council on Homelessness for a term ending December 31, 2027, and DIRECT the Clerk of the Board to post the vacancy as recommended by the Health, Housing and Homeless Services Director and Health Services Director. **26-2426**

C.31. ACCEPT the resignation of Linda Matteri, DECLARE vacant the Appointee 5 Seat on the Knightsen Town Advisory Council for a term ending on December 31, 2028, and DIRECT the Clerk of the Board to post the vacancy, as recommended by Supervisor Burgis. **26-2427**

C.32. ACCEPT the resignation of Candace Evans, DECLARE a vacancy in the City of Orinda seat on the Advisory Council on Aging for a term ending September 30, 2027, and DIRECT the Clerk of the Board to post the vacancy, as recommended by the Employment and Human Services Director. **26-2428**

C.33. ACCEPT the resignation of Sarah Birdwell, DECLARE a vacancy in the County seat on the County Connection Citizens Advisory Committee for the term ending June 30, 2028, and DIRECT the Clerk of the Board to post the vacancy. **26-2429**

C.34. REASSIGN Okeena Dickson to the Consumer #4 – East County seat on the Local Planning and Advisory Council for Early Care and Education with a term ending April 30, 2028, as recommended by the Family and Human Services Committee. **26-2430**

Attachments: UPDATED - 2025-26 CCCounty LPC Roster

C.35. REAPPOINT LeAnn Matthews to the Lived Experience Advisor #1 seat with a term ending December 31, 2027, and Tony Ucciferri to the Public Housing Authority Representative seat with a term ending December 31, 2028, on the Council on Homelessness, as recommended by the Family and Human Services Committee. **26-2431**

Attachments: Proposed new Expiration Dates COH 2026

C.36. REAPPOINT Bhupen Amin to the At-Large 1 seat on the Planning Commission for the term beginning July 1, 2026, and ending June 30, 2030, as recommended by the Internal Operations Committee. **26-2432**

Attachments: Planning Commission News Release 4.13.2026
Planning Commission Roster May 2026
Amin, Bhupen 05-03-26 [D4]_Redacted

C.37. ACCEPT report on the Auditor-Controller's audit activities for 2025 and the proposed schedule of financial audits for 2026, as recommended by the Internal Operations Committee. (No fiscal impact) **26-2433**

Attachments: Internal Audit Annual Report

C.38. ACCEPT the 2024/25 annual report from the Public Works Director on the Internal Service Fund and status of the County's Vehicle Fleet and disposition of low-mileage vehicles, as recommended by the Internal Operations Committee. (No fiscal impact) **26-2434**

Attachments: Fleet ISF FY 2024-25 Report

Clerk-Recorder/Elections

C.39. APPROVE and AUTHORIZE the Clerk-Recorder, or designee, to execute a contract amendment with Liberty Vote USA, Inc. to increase the payment limit by $1,500,000 to $15,500,000 for the purchase of electronic voting system equipment and services with no change to the term through December 31, 2032. (100% Technology Fund). **26-2406**

Communications & Media

C.40. APPROVE Appropriation Adjustment No. BDA-26-00613 authorizing the transfer of current year fund balance of $130,000 to the Office of Communications & Media/CCTV for the purchase of studio and media related equipment to support productions and cable television channel management operations. **26-2407**

Attachments: BDA-26-00613.pdf

Conservation & Development

C.41. RESCIND Resolution No. 2026-34 and ADOPT Resolution No. 2026-207, authorizing the Department of Conservation and Development Director to apply for and accept State of California Homekey+ Funds in an amount not to exceed $30,000,000 for the Choice in Aging Senior Housing Project located at 490 Golf Club Road in the City of Pleasant Hill. (100% State Funds, no County match) **RES 2026-207**

C.42. APPROVE allocation of $50,000 from the Livable Communities Trust (District II portion) to Siesta Valley Foundation for the ADA Accessibility project, and $250,000 from the Livable Communities Trust (District III portion) to Friends of the Oakley Library for the Oakley Library and Community Center project, and AUTHORIZE the Conservation and Development Director, or designee, to execute respective contracts with the Siesta Valley Foundation and the Friends of the Oakley Library, as recommended by Supervisor Andersen and Supervisor Burgis. (100% Livable Communities Trust Fund, District II and District III portions) **26-2408**

Attachments: LCT Project List 6.9.26 BOS

C.43. APPROVE a 17% solid waste collection rate increase, effective July 1, 2026, for residential and commercial customers served by Allied Waste Systems, Inc., under its franchise agreement with the County, as recommended by the Conservation and Development Director. (100% Solid waste collection fees) **26-2409**

C.44. APPROVE and AUTHORIZE the Conservation and Development Director, or designee, to participate as a co-applicant in applying for and accepting, if awarded, a grant of up to $1.2 million from the Bay Area Air District Reinvesting Penalties for Air Improvement and Resilience grant program, to develop with The Watershed Project, the lead applicant, an environmental stewardship academy benefiting designated eligible communities from Rodeo to Pittsburg. (No County match) **26-2410**

C.45. APPROVE and AUTHORIZE the Conservation and Development Director, or designee, to apply for and accept a grant in an amount not to exceed $75,000 from the County's Keller Canyon Mitigation Fund to implement Enhanced Weatherization Program Services, within the Keller Canyon Mitigation Area, covering Bay Point, Pittsburg, and Antioch, for the period July 1, 2026, through June 30, 2027. (100% Keller Canyon Mitigation Fund) **26-2411**

C.46. APPROVE and AUTHORIZE the Conservation and Development Director, or designee, to apply for and accept a grant in an amount not to exceed $106,000 from the Contra Costa County Keller Canyon Mitigation Fund to implement a community-based tree-planting program in Bay Point, for the period July 1, 2026, through June 30, 2027. (100% Keller Canyon Mitigation Fund) **26-2412**

County Administration

C.47. ADOPT Resolution No. 2026-208 approving the Side Letter of agreement between Teamsters, Local 856, and Contra Costa County adding newly established per diem classifications to the MOU and applicable Appendix and modifying Section 49.4 regarding sick leave/paid time off for temporary employees. **RES 2026-208**

Attachments: 2026_0507_Side_Letter_Adding_Per_Diems_Sick_Leave_T856_Executed

C.48. Acting in its capacity as the Board of Directors for the Contra Costa County Fire Protection District("CCCFPD"), ADOPT Resolution No. 2026-209 approving the Side Letter of Agreement between the CCCFPD and IAFF, Local 1230, addressing the impacts associated with the transfer of the Hazardous Materials Program from Contra Costa Health Services to the Contra Costa County Fire Protection District and amend the Memorandum of Understanding between the Parties to add a new subsection and references to newly established classifications. **RES 2026-209**

Attachments: 2026_0526 Side Letter HazMat Program Transition 1230

C.49. Acting in its capacity as the Contra Costa County Board of Supervisors and Contra Costa County Fire Protection District ("CCCFPD") Board of Directors, ADOPT Resolution No. 2026-210 approving the Side Letter of Agreement between Contra Costa County, CCCFPD, and IFPTE, Local 21 addressing the impacts associated with the transfer of the Hazardous Materials Program from Contra Costa Health Services to the Contra Costa County Fire Protection District. **RES 2026-210**

Attachments: 2026_0513 Side Letter HazMat Program Transition L21

C.50. Acting in its capacity as the Contra Costa County Board of Supervisors and Contra Costa County Fire Protection District ("CCCFPD") Board of Directors, ADOPT Resolution No. 2026-211 approving the side letter between Teamsters, Local 856, Contra Costa County, and the CCCFPD, regarding the transfer of the Hazardous Materials Program from Contra Costa Health Services to the Contra Costa County Fire Protection District. **RES 2026-211**

Attachments: Side Letter Hazardous Materials Transition Teamsters

C.51. RECEIVE Civil Grand Jury Report No. 2606, entitled, "The Cost of Adult Detention Facilities", and REFER the report to the County Administrator, Sheriff-Coroner and Health Services for response. **26-2414**

Attachments: Grand Jury Report No. 2606 - The Cost of Adult Detention Facilities

County Counsel

C.52. APPROVE amendments to the list of designated positions in Appendix A of the Mt. View Sanitary District's Conflict of Interest Code, as recommended by County Counsel. **26-2389**

Attachments: Exhibit A - Conflict of Interest Code Appendix A for the Mt. View Sanitary District
Exhibit B - Conflict of Interest Code Appendix A for the Mt. View Sanitary District - REDLINE

District Attorney

C.53. APPROVE and AUTHORIZE the District Attorney, or designee, to execute a contract amendment with Contra Costa Family Justice Alliance to extend the term through June 30, 2027, with no change to the payment limit of $275,000, to gather input from gun violence survivors to improve victim services and raise awareness for underserved gun violence victims and affected communities. (100% Federal) **26-2390**

Employment & Human Services

C.54. APPROVE and AUTHORIZE the Purchasing Agent, or designee, to execute on behalf of the Employment and Human Services Department, a purchase order and related agreement with BMC Helix, Inc., subject to BMC's terms and conditions, in an amount not to exceed $13,355 for the purchase of TrackIT, a management software system, for the period March 1, 2026, through February 28, 2029. (54% Federal, 38% State, 8% County) **26-2391**

C.55. APPROVE and AUTHORIZE the Employment and Human Services Director, or designee, to execute a contract renewal with Orantes, LLC, dba Tiny Toes Preschool and Childcare Center to provide Head Start, Early Head Start, State General Childcare, and State Preschool Program services in an amount not to exceed $1,360,002 for the period July 1, 2026, through June 30, 2028. (61% State, 39% Federal) **26-2392**

C.56. APPROVE and AUTHORIZE the Employment and Human Services Director, or designee, to execute a contract with Brain Learning Psychological Corporation in an amount not to exceed $585,000 to provide Learning Disability Evaluations for California Work Opportunity and Responsibility to Kids/Welfare-to-Work participants for the period July 1, 2026, through June 30, 2029. (100% Federal) **26-2393**

C.57. APPROVE and AUTHORIZE the Employment and Human Services Director, or designee, to execute an interagency agreement with Contra Costa County Office of Education in an amount not to exceed $960,336 to provide Workforce Innovation and Opportunity Act year-round youth workforce development services in East and West Contra Costa County for the period July 1, 2026, through June 30, 2027. (100% Federal funds) **26-2394**

C.58. APPROVE and AUTHORIZE the Employment and Human Services Director, or designee, to execute an interagency agreement with Mt. Diablo Adult Education in an amount not to exceed $360,000 to provide employability skills training and individual education plan for California Work Opportunity and Responsibility to Kids Welfare-to-Work participants for the period July 1, 2026, through June 30, 2029. (100% Federal) **26-2395**

C.59. APPROVE and AUTHORIZE the Employment and Human Services Director, or designee, to execute a non-financial Memorandum of Affiliation with the Trustees of the California State University on behalf of San Francisco State University for student internship placement(s) for social work field experience for the period August 1, 2026, through July 31, 2029. (No fiscal impact) **26-2396**

C.60. APPROVE and AUTHORIZE the Employment and Human Services Director, or designee, to execute a contract amendment with Lutheran Social Services of Northern California, to increase the payment limit by $336,000 to a new payment limit not to exceed $516,000 and extend the term through June 30, 2027, to provide additional transitional housing and corresponding supportive services to eligible emancipated transitional aged former foster youth. (100% State) **26-2397**

C.61. APPROVE and AUTHORIZE the Employment and Human Services Director, or designee, to execute an agreement with First 5 Contra Costa, in an amount not to exceed $599,955, to administer Basic Needs and Concrete Supports and Fatherhood Engagement services at First 5 Family Resource Centers located in East Contra Costa County for the period July 1, 2026, through June 30, 2028. (100% State) **26-2398**

C.62. APPROVE and AUTHORIZE the Employment and Human Services Director, or designee, to execute a contract amendment with Community Violence Solutions with no change to the payment limit of $560,130 to provide prevention and intervention services for survivors of interpersonal violence in Contra Costa County, with no change to the term July 15, 2025, through June 30, 2027. (100% County) **26-2399**

C.63. APPROVE and AUTHORIZE the Employment and Human Services Director, or designee, to execute an interagency agreement renewal with Mount Diablo Unified School District in an amount not to exceed $565,858 to provide Workforce Innovation and Opportunity Act year-round youth workforce development services in Central Contra Costa County for the period July 1, 2026, through June 30, 2027. (100% Federal funds) **26-2400**

C.64. APPROVE and AUTHORIZE the submission of the Contra Costa County Area Agency on Aging 2026-2027 Area Plan Update on Aging for services under the Older Americans Act and other State funded programs to the California Department of Aging and AUTHORIZE Diane Burgis, Board of Supervisors Chair, to sign the Letter of Transmittal. (No fiscal impact) **26-2401**

C.65. APPROVE and AUTHORIZE the Employment and Human Services Director, or designee, to execute a contract amendment with Remarkable Marriage and Family Institute, to increase the payment limit by $120,000 to a new payment limit not to exceed $296,995 for additional capacity to support court mandated mental health services for Children and Family Services clients, with no change to the term October 1, 2023, through September 30, 2026. (70% State, 30% County) **26-2402**

C.66. APPROVE and AUTHORIZE the Employment and Human Services Director, or designee, to execute a contract renewal with KinderCare Learning Centers LLC to provide Head Start, Early Head Start, State General Childcare, and State preschool program services in an amount not to exceed $5,354,605, for the period July 1, 2026, through June 30, 2028. (58% State, 42% Federal) **26-2403**

C.67. APPROVE and AUTHORIZE the Employment and Human Services Director, or designee, to execute a contract with Aspiranet, a non-profit corporation, in an amount not to exceed $3,189,517, to provide emergency shelter receiving center services for children taken into protective custody or transitioning through foster placements for the period July 1, 2026, through June 30, 2027. (70% State, 30% County) **26-2404**

C.68. APPROVE and AUTHORIZE the Employment and Human Services Director, or designee, to execute a contract with CocoKids, Inc., in an amount not to exceed $1,471,943 to provide the Emergency Child Care Bridge Program Services for Foster Children for the period July 1, 2026, through June 30, 2027. (85% State, 15% Federal) **26-2405**

Health Services

C.69. APPROVE and AUTHORIZE the Health Services Director, or designee, to execute a contract with John Muir Health, to pay the County an amount not to exceed $150,000 to provide respite care services for homeless adults at the Philip Dorn Respite Center for the period January 1, 2026 through December 31, 2028. (No County Match) **26-2451**

C.70. APPROVE and AUTHORIZE the Health Services Director, or designee, to execute a contract amendment with The College of American Pathologists, to increase the payment limit by $520 to an amount not to exceed $7,000 with no change in the term ending May 31, 2028, and clarify that the contract will automatically renew for successive one year periods until terminated per the terms of the agreement to provide additional cancer treatment protocol database access for the Contra Costa Regional Medical Center. (100% Hospital Enterprise Fund I) **26-2452**

C.71. APPROVE and AUTHORIZE the Health Services Director, or designee, to execute a contract amendment with Brighter Beginnings, to include behavioral health services for Contra Costa Health Plan members and County recipients with no change in the payment limit of $1,300,000 or term ending September 30, 2026. (100% Contra Costa Health Plan Enterprise Fund II) **26-2453**

C.72. APPROVE and AUTHORIZE the Health Services Director, or designee, to execute a contract amendment with Seneca Family of Agencies, to increase the payment limit by $394,722 to an amount not to exceed $1,168,686 and extend the term through December 31, 2026, to provide additional Behavioral Health Services Act (BHSA) Full Service Partnership program services for non-Medi-Cal children and their families with serious emotional disturbance and/or serious mental illness. (100% Behavioral Health Services Act) **26-2454**

C.73. APPROVE and AUTHORIZE the Health Services Director, or designee, to execute a contract amendment with YWCA of Contra Costa/Sacramento, to increase the payment limit by $456,622 to an amount not to exceed $1,325,883 and extend the term through December 31, 2026 to provide additional Medi-Cal specialty mental health services for seriously emotionally disturbed children, young adults and their families who have been adopted, are currently being adopted or are in the foster care system in Contra Costa County. (50% Federal Medi-Cal; 50% Mental Health Realignment) **26-2455**

C.74. APPROVE and AUTHORIZE the Health Services Director, or designee, to execute a contract with Lighthouse Mentoring Center, in an amount not to exceed $2,185,126 to provide Medi-Cal specialty mental health services including Short-Term Residential Therapeutic Program services for youth and non-minor dependents for the period July 1, 2026 through June 30, 2029. (50% Federal Medi-Cal; 50% Mental Health Realignment) **26-2456**

C.75. APPROVE and AUTHORIZE the Health Services Director, or designee, to execute a contract with Center for Positive Changes, in an amount not to exceed $734,496 to provide Medi-Cal specialty mental health services including Short-Term Residential Therapeutic Program services for youth and non-minor dependents and their families for the period July 1, 2026 through June 30, 2029. (50% Federal Medi-Cal; 50% Mental Health Realignment) **26-2457**

C.76. APPROVE and AUTHORIZE the Health Services Director, or designee, to execute a contract with A&A Health Services LLC, in an amount not to exceed $2,157,150 to provide residential and mental health treatment services for adults with serious mental illness and severe and persistent mental illness for the period July 1, 2026 through June 30, 2027. (49% Behavioral Health Services Act; 51% State Behavioral Health Bridge Housing Grant) **26-2458**

C.77. APPROVE and AUTHORIZE the Health Services Director, or designee, to execute a contract amendment with Early Childhood Mental Health Program, to increase the payment limit by $2,107,082 to an amount not to exceed $6,118,279 and extend the term through December 31, 2026 to provide additional Medi-Cal specialty mental health services for children in West County. (100% Federal Medi-Cal) **26-2459**

C.78. APPROVE and AUTHORIZE the Health Services Director, or designee, to execute a contract with Casa De Amparo, in an amount not to exceed $734,496 to provide Medi-Cal specialty mental health services including Short-Term Residential Therapeutic Program services for female adolescents and non-minor dependents for the period July 1, 2026 through June 30, 2029. (50% Federal Medi-Cal; 50% Mental Health Realignment) **26-2460**

C.79. APPROVE and AUTHORIZE the Health Services Director, or designee, to execute a contract with GHC of Contra Costa, LLC (dba Bayberry Skilled Nursing and Healthcare Center), in an amount not to exceed $1,937,055 to provide skilled nursing care services with special treatment programs for adults with serious and persistent mental illness for the period July 1, 2026 through June 30, 2027. (100% Mental Health Realignment funds) **26-2461**

C.80. APPROVE and AUTHORIZE the Health Services Director, or designee, to execute a contract with Elite Family Systems, in an amount not to exceed $796,010 to provide Medi-Cal specialty mental health services including Short-Term Residential Therapeutic Program services for adolescent youth for the period July 1, 2026 through June 30, 2029. (50% Federal Medi-Cal; 50% Mental Health Realignment) **26-2462**

C.81. APPROVE and AUTHORIZE the Health Services Director, or designee, to execute a contract amendment with Contra Costa Youth Service Bureau, to increase the payment limit by $2,386,920 to an amount not to exceed $6,930,837 and extend the term through December 31, 2026 to provide additional Medi-Cal specialty mental health services for seriously emotionally disturbed children and their families. (100% Federal Medi-Cal) **26-2463**

C.82. APPROVE and AUTHORIZE the Health Services Director, or designee, to execute a contract amendment with PH Senior Care, LLC (dba Pleasant Hill Oasis), to increase the payment limit by $404,786 to an amount not to exceed $1,795,608 to provide additional augmented board and care services for adults with mental illness in Contra Costa County with no change in the term ending November 30, 2026. (100% Behavioral Health Services Act) **26-2464**

C.83. APPROVE and AUTHORIZE the Purchasing Agent, or designee, to execute on behalf of the Health Services Director, a purchase order amendment with Hologic Sales and Service, LLC, to increase the payment limit by $1,000,000 to an amount not to exceed $2,000,000 to provide additional laboratory testing reagents, kits, and supplies for influenza, Candida auris screening, HIV, Hepatitis B, and Hepatitis C viral loads at the Contra Costa Public Health Laboratory with no change to the term ending January 16, 2027. (100% Hospital Enterprise Fund I) **26-2465**

C.84. APPROVE and AUTHORIZE the Health Services Director, or designee, to execute a contract with Hedayat Neurology Consulting Inc., in an amount not to exceed $410,000 to provide neurology services at Contra Costa Regional Medical Center and Health Centers for the period June 1, 2026 through May 31, 2027. (100% Hospital Enterprise Fund I) **26-2466**

C.85. APPROVE and AUTHORIZE the Health Services Director, or designee, to execute a contract with Bay Area Neurointensivists, Inc., in an amount not to exceed $250,000 to provide neurology services at Contra Costa Regional Medical Center and Health Centers for the period June 1, 2026 through May 31, 2027. (100% Hospital Enterprise Fund I) **26-2467**

C.86. APPROVE and AUTHORIZE the Health Services Director, or designee, to execute a contract with Chiu-Hung Tung M.D., Inc., in an amount not to exceed $705,000 to provide anesthesiology services at Contra Costa Regional Medical Center and Health Centers for the period June 1, 2026 through May 31, 2029. (100% Hospital Enterprise Fund I) **26-2468**

C.87. APPROVE and AUTHORIZE the Health Services Director, or designee, to execute a contract with Paul H. Kwok, D.O., in an amount not to exceed $2,400,000 to provide anesthesiology services at Contra Costa Regional Medical Center and Health Centers for the period June 1, 2026 through May 31, 2029. (100% Hospital Enterprise Fund I) **26-2469**

C.88. APPROVE and AUTHORIZE the Health Services Director, or designee, to execute a contract with Telecare Corporation, in an amount not to exceed $1,088,770 to provide gero-psychiatric services and subacute mental health care services to County residents with severe and persistent mental illness for the period July 1, 2026 through June 30, 2027. (66% Mental Health Realignment; 22% Hospital Enterprise Fund I; 12% County General Fund) **26-2470**

C.89. APPROVE and AUTHORIZE the Health Services Director, or designee, to execute a contract amendment with Axis Community Health, Inc., to include a pay for performance incentive to continue providing primary care physician and other specialty medical services for Contra Costa Health Plan members and County recipients with no change in the payment limit of $3,000,000 or term ending June 30, 2028. (100% Contra Costa Health Plan Enterprise Fund II) **26-2471**

C.90. APPROVE and AUTHORIZE the Health Services Director, or designee, to execute a contract with Health Career Connection, Inc., in an amount not to exceed $90,000 annually, to provide Contractor's public health and healthcare interns with professional educational experience in health care management practices at Contra Costa Regional Medical Center, Health Centers and Health Services Administration to benefit County patients, effective upon execution of the contract and for successive one year terms thereafter until terminated by either party. (100% County General Fund) **26-2472**

C.91. APPROVE and AUTHORIZE the Auditor-Controller, or designee, to pay an amount not to exceed $291,454 to Locumtenens.com, LLC, for temporary physician services provided during peak loads, temporary absences, vacations and emergency situations at Contra Costa Regional Medical Center, Health Centers, and Detention Centers during the period October 1, 2025 through December 31, 2025, as recommended by the Health Services Director. (100% Hospital Enterprise Fund I) **26-2473**

C.92. APPROVE and AUTHORIZE the Health Services Director, or designee, to execute a contract with United Site Services of California, Inc., in an amount not to exceed $300,000 to provide portable restroom rentals, related sanitation products, and portable fencing services for the period April 1, 2026 through March 31, 2029. (100% Hospital Enterprise Fund I) **26-2474**

C.93. APPROVE and AUTHORIZE the Health Services Director, or designee, to execute a contract amendment with San Ramon Urgent Care & Clinic, to include a pay for performance incentive to continue providing primary care physician services for Contra Costa Health Plan members and County recipients with no change in the payment limit of $1,500,000 or term ending December 31, 2027. (100% Contra Costa Health Plan Enterprise Fund II) **26-2475**

C.94. APPROVE and AUTHORIZE the Health Services Director, or designee, to execute a contract amendment with Herculean Babies Pediatrics, to include a pay for performance incentive to continue to provide pediatric primary care physician services for Contra Costa Health Plan members and County recipients with no change in the payment limit of $750,000 or term ending February 28, 2027. (100% Contra Costa Health Plan Enterprise Fund II) **26-2476**

C.95. APPROVE and AUTHORIZE the Health Services Director, or designee, to execute a contract amendment with Pittsburg–Antioch Medical Group, A Professional Corporation, (dba Springhill Medical Group), to include a pay for performance incentive to continue providing primary care physician and other medical specialty services for Contra Costa Health Plan members and County recipients with no change in the payment limit of $9,000,000 or term ending June 30, 2027. (100% Contra Costa Health Plan Enterprise Fund II) **26-2477**

C.96. APPROVE and AUTHORIZE the Health Services Director or designee, to execute a contract amendment with Advocates for Human Potential, Inc., to reallocate funding from budgeted infrastructure spending and apply to program operations for the Behavioral Health Bridge Housing Program with no change in the amount payable to the County of $20,488,722 or term ending June 30, 2027. (No County match) **26-2478**

C.97. APPROVE and AUTHORIZE the Health Services Director, or designee, to execute a contract amendment with Fred Finch Youth Center, to increase the payment limit by $243,709 to an amount not to exceed $721,570 and extend the term through December 31, 2026 to provide additional Behavioral Health Services Act (BHSA) Full Service Partnership program services for transitional age youth with serious mental illness. (100% Behavioral Health Services Act) **26-2479**

C.98. APPROVE and AUTHORIZE the Health Services Director, or designee, to accept grant funding and execute a grant award with the California Department of Public Health, Tuberculosis Control Branch, to pay the County an amount not to exceed $323,428 to support the County's Tuberculosis Control Program and provide tuberculosis prevention and control services for the period July 1, 2026 through June 30, 2027. (No County match) **26-2480**

C.99. APPROVE and AUTHORIZE the Health Services Director, or designee, to execute a contract with Psynergy Programs, Inc., in an amount not to exceed $862,860 to provide residential care services to adults diagnosed with serious mental illness and serious persistent mental illness for the period July 1, 2026 through June 30, 2027. (100% Behavioral Health Services Act) **26-2481**

C.100. APPROVE and AUTHORIZE the Health Services Director, or designee, to execute a contract with Crestwood Behavioral Health, Inc., in an amount not to exceed $6,194,415 to provide augmented board and care services for adults with mental illness in Contra Costa County for the period July 1, 2026 through June 30, 2027. (100% Behavioral Health Services Act) **26-2482**

C.101. APPROVE and AUTHORIZE the Health Services Director, or designee, to accept a grant award from the California Department of Public Health, to pay the County an amount not to exceed $14,930,834 for the County's Public Health Maternal and Child Health Program to support the health and well-being of vulnerable women, infants, children, and families in Contra Costa County for the period July 1, 2026 through June 30, 2029. (No County match) **26-2483**

C.102. APPROVE and AUTHORIZE the Health Services Director, or designee, to execute a contract amendment with Contra Costa Interfaith Transitional Housing, Inc. (dba Hope Solutions), to increase the payment limit by $439,624 to an amount not to exceed $584,624, and to extend the term through June 30, 2027, to add rapid rehousing services in addition to homelessness prevention services for individuals who are at risk of or currently experiencing homelessness and referred by the Employment and Human Services Department's Housing Disability Advocacy Program. (100% State) **26-2484**

C.103. APPROVE and AUTHORIZE the Health Services Director, or designee, to execute a contract with Virtusa Corporation, in an amount not to exceed $91,234 to provide core healthcare metric data collection and reporting software for regulatory compliance at Contra Costa Regional Medical Center for the period January 1, 2026, through December 31, 2027. (100% Hospital Enterprise Fund I) **26-2485**

C.104. APPROVE and AUTHORIZE the Health Services Director, or designee, to execute a contract amendment with EMBRACE, to increase the payment limit by $269,437 to an amount not to exceed $797,745, and extend the term through December 31, 2026, to provide additional non-Medi-Cal mental health services and training to Behavioral Health Services Division staff in Functional Family Therapy and Multisystemic Therapy services for seriously emotionally disturbed youth involved with the juvenile justice system and their families. (66% Probation; 34% Mental Health Realignment) **26-2486**

C.105. APPROVE and AUTHORIZE the Contra Costa County Health Department to enter into an agreement with the Contra Costa County Fire Protection District delegating County administration and enforcement of the six statewide environmental and emergency response programs regarding hazardous materials, collectively known as the Certified Unified Program Agency, as well as the County's industrial safety ordinance. (No fiscal impact) **26-2500**

Attachments: County CCCFPD Agreement CUPA ISO_FINAL
Ex. A to CCCFPD CUPA Agreement_FINAL

C.106. APPROVE and AUTHORIZE the Health Services Director, or designee, to execute a contract with Erin Zadrozny, LCSW (dba Soul Flow Therapeutics), in an amount not to exceed $210,000 to provide Medi-Cal specialty mental health services to beneficiaries in Contra Costa County for the period July 1, 2026 through June 30, 2028. (40% Contra Costa Health Plan Enterprise Fund II; 30% Federal Medi-Cal; 30% State Mental Health Realignment) **26-2487**

C.107. APPROVE and AUTHORIZE the Health Services Director, or designee, to execute a contract with Mary Ann Kacerguis, LMFT, in an amount not to exceed $325,000 to provide Medi-Cal specialty mental health services to beneficiaries in East County for the period July 1, 2026 through June 30, 2028. (40% Contra Costa Health Plan Enterprise Fund II revenues; 30% Federal Medi-Cal; 30% State Mental Health Realignment funds) **26-2488**

C.108. APPROVE and AUTHORIZE the Health Services Director, or designee, to execute a contract with Cragin Marriage and Family Therapy, A Professional Corporation, in an amount not to exceed $335,000 to provide Medi-Cal specialty mental health services to beneficiaries in Contra Costa County ages thirteen and older for the period July 1, 2026 through June 30, 2028. (40% Contra Costa Health Plan Enterprise Fund II; 30% Federal Medi-Cal; 30% State Mental Health Realignment funds) **26-2489**

C.109. APPROVE and AUTHORIZE the Health Services Director, or designee, to execute a contract amendment with Regents of the University of California, on behalf of UC Davis Health, to increase the payment limit by $12,000 to an amount not to exceed $25,000 to provide additional specialized outside laboratory testing services at Contra Costa Regional Medical and Health Centers with no change in the term ending October 31, 2026. (100% Hospital Enterprise Fund I) **26-2490**

C.110. APPROVE and AUTHORIZE the Health Services Director, or designee, to execute a contract with Isaac Burns, LMFT, in an amount not to exceed $275,000 to provide Medi-Cal specialty mental health services to beneficiaries in East County ages seven years and older for the period July 1, 2026 through June 30, 2028. (40% Contra Costa Health Plan Enterprise Fund II revenues; 30% Federal Medi-Cal; 30% State Mental Health Realignment funds) **26-2491**

C.111. APPROVE and AUTHORIZE the Health Services Director, or designee, to execute a contract amendment with Homebase, to increase the payment limit by $473,009 to an amount not to exceed $1,419,027, and to extend the term through June 30, 2027, to provide additional consultation and technical assistance services regarding continuum of care planning and resource development for the Health Services Department. (87% Housing and Urban Development grant; 13% Medi-Cal Administrative Activities) **26-2492**

C.112. APPROVE and AUTHORIZE the Health Services Director, or designee, to execute a contract with Remarkable Marriage and Family Institute, in an amount not to exceed $1,900,000 to provide Medi-Cal specialty mental health services to beneficiaries in Contra Costa County for the period July 1, 2026 through June 30, 2027. (30% Federal Medi-Cal; 30% State Mental Health Realignment; 40% Contra Costa Health Plan Enterprise Fund II) **26-2493**

C.113. APPROVE and AUTHORIZE the Health Services Director, or designee, to execute a Contract with Allied Medical and Consultation Services, P.C., in an amount not to exceed $1,500,000 to provide Medi-Cal specialty mental health services to beneficiaries in Contra Costa County for the period July 1, 2026 through June 30, 2027. (30% Federal Medi-Cal; 30% State Mental Health Realignment funds; 40% Contra Costa Health Plan Enterprise Fund II revenues) **26-2494**

C.114. APPROVE and AUTHORIZE the Health Services Director, or designee, to execute a contract with Leslie Bess, LCSW, in an amount not to exceed $255,000 to provide Medi-Cal specialty mental health services to beneficiaries in Contra Costa County for the period July 1, 2026 through June 30, 2028. (40% Contra Costa Health Plan Enterprise Fund II revenues; 30% Federal Medi-Cal; 30% State Mental Health Realignment funds) **26-2495**

C.115. APPROVE and AUTHORIZE the Health Services Director, or designee, to execute a contract amendment with Shelter, Inc., to increase the payment limit by $1,050,000 to an amount not to exceed $11,612,492 and extend the term through September 30, 2026 to provide additional housing assistance, property management, and master leasing services to youth and adults with severe and persistent mental illness. (85% Behavioral Health Services Act; 15% State Behavioral Health Bridge Housing Grant) **26-2496**

C.116. APPROVE and AUTHORIZE the Health Services Director, or designee, to execute a contract with Hugo Gonzales Therapy Inc, in an amount not to exceed $365,000 to provide Medi-Cal specialty mental health services to beneficiaries in Contra Costa County for the period July 1, 2026 through June 30, 2028. (40% Contra Costa Health Plan Enterprise Fund II revenues; 30% Federal Medi-Cal; 30% State Mental Health Realignment funds) **26-2497**

C.117. APPROVE and AUTHORIZE the Health Services Director, or designee, to execute a contract amendment with Datastat, Inc., to increase the payment limit by $200,000 to a new payment limit of $605,000, to include the Dual Eligible Special Needs Plan (D-SNP) obligations and requirements and provide additional Consumer Assessment of Healthcare Provider and Systems survey services to Contra Costa Health Plan members and County recipients for Contra Costa Health Plan accreditation and regulatory compliance with no change in the term ending November 30, 2027. (100% Contra Costa Health Plan Enterprise Fund II) **26-2498**

C.118. AUTHORIZE the removal from accountability and the retroactive retirement of hospital capital assets totaling $6,810,499, which are no longer in service due to one or more of the following: the assets are obsolete; have reached the end of their useful life; are nonfunctional or not economically repairable; and/or have been replaced through approved capital projects, as recommended by Hospital Administration and approved by the Medical Services Joint Conference Committee on May 26, 2026. (100% Hospital Enterprise Fund I) **26-2529**

Attachments: 2026_Relief of Custody for Capital Assets Equipment Report

C.119. INTRODUCE Ordinance No. 2026-11, amending the County's Industrial Safety Ordinance to authorize Contra Costa County Fire Protection District to enforce it, WAIVE reading, and FIX June 23, 2026 for adoption, as recommended by the Health Services Director. (No fiscal impact) **26-2501**

Attachments: 2026 ISO Amendments
Ordinance Amendment_FINAL

C.120. RATIFY the execution of a contract with the California Department of Health Care Services, to administer and oversee the Behavioral Health Services Act, Lanterman-Petris-Short Act, Projects for Assistance in Transition from Homelessness, Crisis Counseling Assistance and Training and Substance Abuse Prevention and Treatment Block Grants programs for community behavioral health services for County residents for the period July 1, 2026 through June 30, 2029. (No County match) **26-2499**

Human Resources

C.121. ADOPT Position Adjustment Resolution No. 26609 reclassify seven Community Health Worker II (VKVB) (represented), and incumbents, to Community Health Worker Specialist (VKTA) (represented) in the Health Services Department. (100% State) **26-2526**

Attachments: PAR- Reclass 7 CHW II to CHWS-mj

C.122. ADOPT Position Adjustment Resolution No. 26612 to reassign one Procurement Director-Exempt (STB1), position no. 21045 and its incumbent from Department 0650 to Department 0020 in the Public Works Department. (No fiscal impact) **26-2502**

Attachments: PAR 26612

C.123. INTRODUCE Ordinance 2026-012 amending Section 33-5.313 of the County Ordinance Code to exempt from the merit system the new classification of Chief Operating Officer-Exempt; WAIVE reading and FIX June 23, 2026 for adoption. (No fiscal impact) **26-2528**

Attachments: Ord 2026-12 re exclude new HSD COO-Exempt- June 2026

Information and Technology

C.124. APPROVE and AUTHORIZE the Chief Information Officer, or designee, to execute a contract with CivicPlus, LLC in an amount not to exceed $160,000 subject to CivicPlus's Master Services Agreement, for AudioEye accessibility software and support, hosting, training, security, analytics, and quality assurance for both the County's public and intranet websites, for the period of July 1, 2026 to June 30, 2027. (100% User Departments) **26-2381**

C.125. APPROVE and AUTHORIZE the Purchasing Agent, on behalf of the Chief Information Officer, to execute a purchase order with Dell Technologies in an amount not to exceed $96,000, subject to Dell's Terms of Sale and NASPO agreement, for the purchase of Dell equipment and hardware to support the Department of Information Technology (DoIT) Telecommunication department's computer refresh initiative. (100% User Departments) **26-2382**

C.126. APPROVE and AUTHORIZE the Purchasing Agent, on behalf of Chief Information Officer, or designee, to execute a purchase order with Troy Group, in an amount not to exceed $10,000, for AssurePay Cloud software and maintenance, used to manage fraud and comply with government regulations involved with check printing, subject to the terms and conditions of Troy's Software as a Service Agreement. (100% User Departments) **26-2383**

C.127. APPROVE and AUTHORIZE the Purchasing Agent, on behalf of the Chief Information Officer, or designee, to execute a purchase order with Jamf, in an amount not to exceed $115,000 for the purchase of Jamf Pro Software and support services to centrally manage and secure County-owned devices deployed across multiple departments and locations, subject to the terms of Jamf's Software License and Service Agreement, for the period of July 15, 2026, though July 14, 2027. (100% User Departments). **26-2384**

C.128. APPROVE and AUTHORIZE the purchasing agent, on behalf of Chief Information Officer, or designee, to execute a purchase order with Tone Software Corporation, in an amount not to exceed $13,000 for the renewal of mainframe output management software and automation tools, subject to Tone's License Agreement terms and conditions for the period of July 1, 2026, through June 30, 2027. (100% User Departments) **26-2385**

C.129. APPROVE and AUTHORIZE the Purchasing Agent, on behalf of the Chief Information Officer, or designee, to execute a purchase order with 11:11 Systems, Inc. (as successor in interest to SunGard AS), subject to the terms of 11:11 System's agreement, in an amount not to exceed $66,000, for the renewal of DoIT's IT systems and mainframe disaster recovery services for the period of July 1, 2026, through June 30, 2027. (100% User Departments) **26-2386**

Library

C.130. ADOPT Resolution No. 2026-206 to increase the Walnut Creek Library open hours to 56 hours per week effective July 1, 2026, through June 30, 2027. (100% City of Walnut Creek) **RES 2026-206**

Attachments: Library Open Hours July 1, 2026

C.131. APPROVE and AUTHORIZE the County Librarian, or designee, to close the Ygnacio Valley Library on Wednesday, September 9, 2026, for approximately ten months for building renovations and reopen to the public on approximately May 31, 2027. (86% Measure X, 14% Library Fund) **26-2387**

C.132. APPROVE and AUTHORIZE the County Librarian, or designee, to apply for and accept a special event permit with the City of Pleasant Hill for the Library to host a Summer Reading event at the Pleasant Hill Library on June 16, 2026. (No fiscal impact) **26-2388**

Office of Racial Equity and Social Justice

C.133. AUTHORIZE the Co-Directors of the Office of Racial Equity and Social Justice to release, in substantial form, a Request for Qualifications to solicit submissions of qualifications from local agencies, organizations and collaborative groups qualified to serve as the Lead Entity for the development and implementation of the Federal D. Glover Community Wellness Network. **26-2503**

Attachments: RFQ 0038 FGCWN Lead Entity BOS review 06.09.26

Public Works

C.134. ADOPT Resolution No. 2026-198 accepting completion of improvements along existing County roads for subdivision SD09-09278, for a project developed by Century Communities of California, LLC, as recommended by the Public Works Director, Discovery Bay area. (No fiscal impact) **RES 2026-198**

C.135. ADOPT Resolution No. 2026-199 approving the submission of a claim to the Metropolitan Transportation Commission to seek Fiscal Year 2026/2027 Transportation Development Act funding in the amount of $1,597,900 for bicycle and pedestrian projects sponsored by the County and the Cities of Antioch, Brentwood, Concord, Danville, Martinez, Oakley, Orinda, Pinole, Pittsburg, Pleasant Hill, San Ramon and Walnut Creek, Countywide. (100% Transportation Development Act, Article 3 Funds) **RES 2026-199**

Attachments: Attachment A - TDA Project List - 2026-2027

C.136. ADOPT Resolution No. 2026-200 approving a list of projects for Fiscal Year 2026/2027 funded by the Road Repair and Accountability Act of 2017, Road Maintenance and Rehabilitation Account funds, as recommended by the Transportation, Water and Infrastructure Committee and DIRECT staff to submit the list of projects to the California Transportation Commission, as recommended by the Public Works Director, Countywide. (100% SB1 Road Maintenance and Rehabilitation Account) **RES 2026-200**

Attachments: Recordable Resolution

C.137. ADOPT Resolution No. 2026-201 approving and authorizing the Public Works Director, or designee, to fully close a portion of southbound Jones Road, between Oak Road and Treat Boulevard, on June 10, 2026, from 8:00 a.m. through 4:00 p.m., for the purpose of staging and operating a crane within the public right-of-way for the installation of equipment on private property, Walnut Creek area. (No fiscal impact) **RES 2026-201**

C.138. ADOPT Resolution No. 2026-205 accepting as complete the contracted work performed by St. Francis Electric LLC for the Vasco Road Safety Improvements Project-Walnut Boulevard to Frisk Creek Bridge, as recommended by the Public Works Director, Byron area. (84% State Highway Safety Improvement Program Funds, 13% General Fund, 3% Local Road Funds) **RES 2026-205**

Attachments: Recordable Resolution_Vasco Road Safety Improvements

C.139. ADOPT Resolution No. 2026-202 approving and authorizing the Public Works Director, or designee, to fully close a portion of Cambridge Avenue, between 233 Cambridge Avenue and 241 Cambridge Avenue, on July 7, 2026, from 8:00 a.m. through 4:00 p.m., for the purpose of a utility pole replacement, Kensington area. (No fiscal impact) **RES 2026-202**

C.140. ADOPT Resolution No. 2026-203 approving and authorizing the Public Works Director, or designee, to fully close a portion of Berkeley Park Boulevard, between Ocean View Avenue and Lexington Road, on June 15, 2026, from 8:30 a.m. through 4:00 p.m., for the purpose of a utility pole replacement, Kensington area. (No fiscal impact) **RES 2026-203**

C.141. ADOPT Traffic Resolution No. 2026/4555 to prohibit stopping, standing, or parking at all times during "Red Flag" Events in Kensington, and APPROVE and AUTHORIZE the Public Works Director, or designee, to execute a Memorandum of Understanding with the Kensington Community Services District for parking enforcement in Kensington on "Red Flag" days, as recommended by the Public Works Director, Kensington area. (No fiscal impact) **26-2361**

Attachments: Traffic Resolution
Exhibit A
CCC-KCSD Agreement re Red Flag Parking Enforcement - Draft1

C.142. APPROVE Budget Amendment No. BDA-26-00608 to transfer appropriations from Print and Mail (0148) to Facilities Maintenance (0079) for the purchase of two industrial paper shredder/baler machines in the amount of $120,000. (100% General Fund) **26-2362**

Attachments: BDA-26-00608.pdf

C.143. APPROVE and AUTHORIZE the Public Works Director, or designee, to execute a contract amendment with Blankinship & Associates, Inc., to extend the term through May 26, 2028, and update the hourly billing rate with no change in the payment limit, for on-call Pest Control Advisor services for various road, flood control, and airport facilities maintenance, Countywide. (100% Various Funds) **26-2363**

C.144. APPROVE and AUTHORIZE the Public Works Director, or designee, to execute a contract with Trimon, Inc., in an amount not to exceed $500,000, to provide truck parts supply and support services for the period of May 1, 2026, through April 30, 2029, Countywide. (100% Fleet Internal Service Fund) **26-2364**

C.145. APPROVE and AUTHORIZE the Purchasing Agent, to execute, on behalf of the Public Works Department, a purchase order with Quebit Consulting LLC in an amount not to exceed $150,000, and the Public Works Director, or designee, to execute the International Passport Advantage Express Agreement with International Business Machines Corporation for cloud-based road project budgeting software for the period July 1, 2026, to June 30, 2029. (100% Local Road Funds) **26-2365**

C.146. APPROVE and AUTHORIZE the Public Works Director, or designee, to execute a contract with Fire & Risk Alliance, LLC in an amount not to exceed $750,000, to provide on-call fire alarm system design drawing services at various County sites and facilities, for the period of May 1, 2026, through April 30, 2029, Countywide. (100% General Fund) **26-2366**

C.147. APPROVE and AUTHORIZE the Public Works Director, or designee, to execute a contract amendment with TK Elevator Corporation, effective May 31, 2026, to increase the payment limit by $250,000 to a new payment limit of 2,050,000, increase the rates, and extend the term through May 31, 2027, for on-call elevator maintenance and repair services at various County sites and facilities, Countywide. (100% General Fund) **26-2367**

C.148. APPROVE and AUTHORIZE the Public Works Director, or designee, to execute a contract with MCI Sales and Services, Inc. in an amount not to exceed $300,000, to provide motor coach and transit buses maintenance and repair services for the period of May 1, 2026, through April 30, 2031, Countywide. (100% Fleet Internal Service Fund) **26-2368**

C.149. APPROVE and AUTHORIZE the Public Works Director, or designee, to execute a contract with Vehicle Maintenance Equipment LLC, in an amount not to exceed $1,000,000, to provide fleet vehicle lifts maintenance and repair services for the period of May 1, 2026, through April 30, 2029, Countywide. (100% Fleet Internal Service Fund) **26-2369**

C.150. APPROVE and AUTHORIZE the Purchasing Agent, or designee, to execute, on behalf of the County, a purchase order with Commerce Printing Services in the amount of $500,000 for miscellaneous printing services, effective July 1, 2026, through June 30, 2031, Countywide. (100% User Departments) **26-2370**

Attachments: Commerce Printing Services Proposal

C.151. APPROVE and AUTHORIZE the Chair, Board of Supervisors, to execute, on behalf of the County, Amendment No. 1 to a Real Property Services Agreement with Contra Costa Transportation Authority, effective June 9, 2026, to increase the County's maximum compensation by $350,000, for a new total of $670,000, for I680/SR 4 Interchange Project Phases 1, 2A, and 4, right-of-way acquisition, as recommended by the Public Works Director, Martinez/Pacheco Area. (100% Contra Costa Transportation Authority Funds) **26-2371**

Attachments: CCTA Agreement 692 Amendment No. 1

C.152. APPROVE and AUTHORIZE the Purchasing Agent, or designee, to execute, on behalf of the County, a Participating Addendum with Bob J. Barker Company, Inc., in an amount not to exceed $400,000, for detention related goods and supplies for use Countywide during the period of June 9, 2026, through April 3, 2027. (100% User Departments) **26-2372**

Attachments: Participating Addendum - Bob Barker Company - FINAL 5 22 26

C.153. APPROVE and AUTHORIZE the Purchasing Agent, or designee, to execute, on behalf of the Public Works Director, individual purchase orders with Air Filter/Control and Air Products Group, Inc., in an amount not to exceed $1,000,000 for each purchase order, to supply heating, ventilation, and air conditioning (HVAC) filtration products and acoustic ceiling tiles on an as-needed basis, for the period June 9, 2026 through June 8, 2029, Countywide. (100% General Fund) **26-2373**

C.154. APPROVE and AUTHORIZE the Public Works Director or designee, to execute contract amendments with Helix Environmental Planning, Inc. and Nichols Consulting Engineers, effective June 9, 2026, to increase the payment limit by $600,000 to a new payment limit of $1,300,000 and extend the term through September 18, 2028, for on-call environmental consulting services, Countywide. (100% Local Road and Flood Control Funds) **26-2374**

C.155. APPROVE and ADOPT the Contra Costa County Best Value Procurement Policy pursuant to Public Contract Code Section 20155 to allow the evaluation of contractor qualifications in addition to price, and AUTHORIZE the Public Works Director, or designee, to implement the Best Value Procurement program for qualifying public works projects exceeding $1,000,000, Countywide. (No fiscal impact) **26-2375**

Attachments: Best Value Policy R1

C.156. APPROVE the bid documents, including the contract General Conditions, Technical Specifications, and Construction Task Catalog for job order contracts HA001, HA002, HA003, HA004, HB001 and HB002 for future repair and remodeling projects at various County facilities; and AUTHORIZE the Public Works Director, or designee, to solicit bids to be received on or about July 20, 2026, Countywide. (100% Various Funds) **26-2376**

C.157. AWARD and AUTHORIZE the Public Works Director, or designee, to execute three on-call contracts with Triangle Properties, Inc., Helix Environmental Planning, Inc., and RECON Environmental, Inc. in the maximum amount of $850,000 each, for the 2026 On-Call Habitat Restoration Services Contract, Countywide. (100% Local Road Funds and Flood Control Funds) **26-2377**

Attachments: Attachment A
Attachment B
Attachment C

C.158. AWARD and AUTHORIZE the Public Works Director, or designee, to execute a construction contract with Carone and Company, Inc. in the amount of $1,723,095 for the 2026 Crockett and Port Costa Overlays and Curb Ramps, Crockett and Port Costa areas (100% Local Road Funds) **26-2378**

Attachments: Attachment A
Attachment B
Attachment C
Attachment D

C.159. AWARD a design build contract to Accurate Controls, Inc. for the Juvenile Hall Camera System Upgrade Project at 202 Glacier Drive, Martinez area in the amount of $4,971,449; AUTHORIZE the Public Works Director, or designee, to execute the contract; and AUTHORIZE the Public Works Director, or designee, to execute change orders or additions to the work and approved time extensions pursuant to Public Contract Code Section 20142, Martinez area. (100% General Fund) **26-2379**

Risk Management

C.160. ADOPT resolution No. 2026-204 to approve and authorize the County's Primary and/or Alternate Public Risk Innovation, Solutions, and Management (PRISM) Board Members to execute an amendment to the PRISM Joint Powers Agreement, as recommended by the Director of Risk Management. (No fiscal impact) **RES 2026-204**

Attachments: Final Redlines JPA Amendment March 2026
Summary of JPA Redlines March 2026
JPA Amendments 2026 Final

C.161. DENY claims filed by CSAA, a subrogee of Sui Man Tse; Ravinder Kaur; San Ramon Regional Medical Center for Ramabad Sriperumbudur Thatta; S.W., a minor by and through parent/guardian Davisha Shivers. DENY amended claim filed by Kainoa Jurado. **26-2380**

Sheriff

C.162. ADOPT Resolution No. 2026-XX authorizing the Sheriff-Coroner, or designee to apply for, accept, and approve grant amendments and extensions thereof, with the California Governor's Office of Emergency Services for the State Homeland Security Grant Program (SHSGP) in an initial amount of $1,145,879 to assist in preventing and responding to terrorist attacks for the period of September 1, 2025 through May 31, 2028. (100% Federal, no match) **RES 2026-221**

C.163. ADOPT Resolution No. 2026- authorizing the Sheriff-Coroner, or designee, to apply for, accept, and approve grant amendments and extensions thereof, pursuant to State guidelines, with the California Governor's Office of Emergency Services for the 2025 Emergency Management Performance Grant, with an initial allocation of $321,658 to develop and maintain the level of capability to prepare for, mitigate, respond to, and recover from emergencies and disasters, for the initial period of July 1, 2025 through June 30, 2027. (100% Federal; In-kind match budgeted) **RES 2026-222**

C.164. APPROVE and AUTHORIZE the Purchasing Agent, or designee, to execute, on behalf of the Sheriff-Coroner, a purchase order with Lenco Armored Vehicles in an amount not to exceed $415,000 for the purchase of one (1) BEARCAT G3 Pro Armored Vehicle with optional equipment and warranty. (100% CSA PL6) **26-2504**

C.165. APPROVE and AUTHORIZE the Sheriff-Coroner, or designee, to execute a contract with Rekor Recognition Systems, Inc., in an amount not to exceed $22,260 for the provision of a hosted software system for automatic license plate reader cameras in County Service Area P-6, for the period March 1, 2026, through February 28, 2027. (100% General Fund) **26-2505**

GENERAL INFORMATION

The Board meets in all its capacities pursuant to Ordinance Code Section 24-2.402.

Any disclosable public records related to an open session item on a regular meeting agenda and distributed by the Clerk of the Board to a majority of the members of the Board of Supervisors less than 96 hours prior to that meeting are available for public inspection at 1025 Escobar Street, First Floor, Martinez, CA 94553, during normal business hours.

All matters listed under CONSENT ITEMS are considered by the Board to be routine and will be enacted by one motion. There will be no separate discussion of these items unless requested by a member of the Board before the Board votes on the motion to adopt. Each member of the public will be allowed two minutes to comment on the entire consent agenda.

Persons who wish to speak on matters set for PUBLIC HEARINGS will be heard when the Chair calls for public testimony. Each speaker during public testimony will be limited to two minutes. After public testimony, the hearing is closed and the matter is subject to discussion and action by the Board. Comments on matters listed on the agenda or otherwise within the purview of the Board of Supervisors can be submitted to the office of the Clerk of the Board via mail: Board of Supervisors, 1025 Escobar Street, First Floor, Martinez, CA 94553 or to clerkoftheboard@cob.cccounty.us.

In the interest of facilitating the business of the Board, the total amount of time that a member of the public may use in addressing the Board on all agenda items is 10 minutes.

Time limits for public speakers may be adjusted at the discretion of the Chair.

The County will provide reasonable accommodations for persons with disabilities planning to attend Board meetings who contact the Clerk of the Board at least 24 hours before the meeting, at (925) 655-2000.

Anyone desiring to submit an inspirational thought nomination for inclusion on the Board Agenda may contact the Office of the County Administrator or Office of the Clerk of the Board, 1025 Escobar Street, Martinez, California.

Subscribe to receive to the weekly Board Agenda by calling the Office of the Clerk of the Board, (925) 655-2000 or using the County's on line subscription feature at the County's Internet Web Page, where agendas and supporting information may also be viewed: https://contra-costa.legistar.com/Calendar.aspx

DISCLOSURE OF CAMPAIGN CONTRIBUTIONS

Pursuant to Government Code section 84308 (the Levine Act), members of the Board of Supervisors are disqualified and not able to participate in any agenda item involving contracts (except for contracts exempt from the Levine Act under Government Code section 84308(a)), franchises, discretionary land use permits and other entitlements, if the Board member received, within the previous 12 months, more than $500 in campaign contributions from the applicant or contractor, an agent of the applicant or

contractor, or any financially interested participant who actively supports or opposes the County's decision on the agenda item. Members of the Board of Supervisors who have received, and applicants, contractors or their agents who have made, campaign contributions totaling more than $500 to a Board member within the previous 12 months are required to disclose that fact for the official record of the subject proceeding. Disclosures must include the amount of the campaign contribution and identify the recipient Board member, and may be made either in writing to the Clerk of the Board of Supervisors before the subject hearing or by verbal disclosure at the time of the hearing.

BOARD OF SUPERVISORS STANDING COMMITTEES

For more information please visit the Board of Supervisors Standing Committees page here:
https://www.contracosta.ca.gov/8633/Board-of-Supervisors-Standing-Committees

Airport Committee: June 11, 2026 at 11:00 a.m.
Economic Development Committee: August 3, 2026 at 11:00 a.m.
Equity Committee: June 15, 2026 at 10:30 a.m.
Family and Human Services Committee: July 13, 2026 at 10:30 a.m.
Finance Committee: July 6, 2026 at 9:30 a.m.
Internal Operations Committee: June 22, 2026 at 10:30 a.m.
Head Start Advisory Committee: July 27, 2026 11:00 a.m.
Legislation Committee: June 22, 2026 at 9:00 a.m.
Los Medanos Healthcare Operations Committee: July 6, 2026 at 10:00 a.m.
Public Protection Committee: June 15, 2026 at 1:30 p.m.
Resilient Shoreline Committee: August 10, 2026 at 9:00 a.m.
Sustainability Committee: July 13, 2026 at 1:00 p.m.
Transportation, Water and Infrastructure Committee: June 22, 2026 at 1:00 p.m.

Glossary of Acronyms, Abbreviations, and other Terms

Contra Costa County has a policy of making limited use of acronyms, abbreviations, and industry-specific language in its Board of Supervisors meetings and written materials. For a list of commonly used language that may appear in oral presentations and written materials associated with Board meetings, please visit https://www.contracosta.ca.gov/8464/Glossary-of-Agenda-Acronyms.

File #: RES 2026-220 **Agenda Date:** 6/9/2026 **Agenda #:** D.1.

To: **Contra Costa County Flood Control and Water Conservation District**

From: Warren Lai, Public Works Director/Chief Engineer

Report Title: Hearing to Adopt the Stormwater Utility Area Assessment for Fiscal Year 2026-2027, Countywide. Project No. 4500-6X7041

☒Recommendation of the County Administrator ☐ Recommendation of Board Committee

RECOMMENDATIONS:

1. OPEN the public hearing on the Engineer's Report and the proposed Stormwater Utility Area (SUA) assessments to be imposed within SUAs 1 through 18, countywide; RECEIVE and CONSIDER oral and written testimony, including objections and protests; and CLOSE the hearing.

2. DETERMINE that no changes to the SUA assessments or the Engineer's Report will be made in response to any objections or protests and that the majority protest provisions do not apply because the assessments do not exceed the maximum amounts originally established and the method of their calculation has not changed.

3. DETERMINE that rates for each of SUA No. 1 through 18 for Fiscal Year 2026-2027 are the maximum rates per Equivalent Runoff Unit for each area as shown in the Engineer's Report.

4. ADOPT the attached Resolution imposing the SUA assessments for Fiscal Year 2026-2027 within SUA Nos. 1 through 18.

5. DIRECT the Chief Engineer or designee to provide a certified copy of the Resolution and the roll of confirmed SUA assessments to the County Auditor-Controller before August 10, 2026 for collection of the SUAs on the County tax roll.

FISCAL IMPACT:

The proposed assessments for SUAs 1 through 18 will provide approximately $15,999,662 in funding for cities and the County for the National Pollutant Discharge Elimination System (NPDES) program and drainage maintenance. (100% Stormwater Utility Area Assessment)

BACKGROUND:

On May 12, 2026, the Board of Supervisors (Board) acknowledged the receipt of resolutions, requesting the adoption of the SUA assessments for Fiscal Year 2026-2027, adopted Resolution No. 2026-172, and directed the Clerk of the Board to fix a public hearing for June 9, 2026, in the Board chambers to receive and consider oral and written testimony, including objections and protests, on the Engineer's Report and the proposed SUA assessments, as required by the Contra Costa County Flood Control and Water Conservation Act (Act). The

majority protest procedure does not apply because the proposed rates for each SUA do not exceed the approved maximum rate for each area and because there has been no change in the methodology for how the assessment is calculated.

The Act, under the provisions of Section 12.8(a), authorizes the Board of the Contra Costa County Flood Control and Water Conservation District to levy assessments within SUAs. The Board must adopt the Resolution confirming the SUA assessments for the County, and the incorporated cities of Antioch, Clayton, Concord, Danville, El Cerrito, Hercules, Lafayette, Martinez, Moraga, Orinda, Pinole, Pittsburg, Pleasant Hill, San Pablo, San Ramon, Walnut Creek, and Oakley to levy SUA assessments for Fiscal Year 2026-2027. Confirmation of this Board action constitutes the levy of the SUA assessments for Fiscal Year 2026-2027.

CONSEQUENCE OF NEGATIVE ACTION:
If the proposed assessments for Fiscal Year 2026-2027 are not implemented, the program would have to be funded by the general funds or other sources of the cities and County to ensure compliance with NPDES permit requirements.

THE BOARD OF SUPERVISORS OF CONTRA COSTA COUNTY, CALIFORNIA

and for Special Districts, Agencies and Authorities Governed by the Board

IN THE MATTER OF LEVYING THE ANNUAL STORMWATER UTILITY ASSESSMENT FOR FISCAL YEAR 2026-2027, COUNTYWIDE.

The Board of Supervisors of Contra Costa County (Board), as the governing body of the Contra Costa County Flood Control and Water Conservation District (Flood Control District), FINDS that:

WHEREAS, the Contra Costa County Flood Control and Water Conservation Act, under the provisions of Section 12.8(b), authorizes the Board to levy annual assessments within Stormwater Utility Areas (SUAs);

WHEREAS, Contra Costa County and the incorporated cities of Antioch, Clayton, Concord, Danville, El Cerrito, Hercules, Lafayette, Martinez, Moraga, Orinda, Pinole, Pittsburg, Pleasant Hill, San Pablo, San Ramon, Walnut Creek, and Oakley have presented to the Board resolutions determining their respective SUA assessment rates and requesting the Flood Control District to levy assessments in their respective areas;

WHEREAS, an Engineer's Report meeting the requirements of Section 12.8© of the Act has been filed with the Clerk of the Board.

WHEREAS, a public hearing on the Engineer's Report and the proposed assessments was held on June 9, 2026, notice of which was given in the manner required by Section 12.8 (c)(2)

WHEREAS, the rates for each SUA are the maximum rates per Equivalent Runoff Unit for each area as follows: SUA No. 1, Antioch-$25.00; SUA No. 2, Clayton-$29.00; SUA No. 3, Concord-$35.00; SUA No. 4, Danville-$30.00; SUA No. 5, El Cerrito-$38.00; SUA No. 6, Hercules-$35.00; SUA No. 7, Lafayette-$35.00; SUA No. 8, Martinez-$30.00; SUA No. 9, Moraga-$35.00; SUA No. 10, Orinda-$35.00; SUA No. 11, Pinole-$35.00; SUA No. 12, Pittsburg-$30.00; SUA No. 13, Pleasant Hill-$30.00; SUA No. 14, San Pablo-$45.00; SUA No. 15, San Ramon-$35.00; SUA No. 16, Walnut Creek-$35.00; SUA No. 17, Unincorporated County-$30.00; and SUA No. 18, Oakley-$30.00;

WHEREAS, the assessment rate to be imposed within each SUA does not exceed the maximum rates originally established for each SUA, and the method for calculating each assessments has not changed, and; therefore, the majority protest procedure and provisions of the Act do not apply;

NOW, THEREFORE, BE IT RESOLVED, the Board CONFIRMS the SUA assessment for the County, and the incorporated cities of Antioch, Clayton, Concord, Danville, El Cerrito, Hercules, Lafayette, Martinez, Moraga, Orinda, Pinole, Pittsburg, Pleasant Hill, San Pablo, San Ramon, Walnut Creek, and Oakley for Fiscal Year 2026 -2027 to be imposed within SUA Nos. 1 through 18 are the maximum assessment rates per equivalent Runoff Unit set forth above, in accordance with Section 12.8 of the Act.

File #: 26-2450 **Agenda Date:** 6/9/2026 **Agenda #:** D.2.

To: Board of Supervisors

From: Monica Nino, County Administrator

Report Title: OPTERRA Energy Services Agreement

☒Recommendation of the County Administrator ☐ Recommendation of Board Committee

RECOMMENDATIONS:
OPEN the public hearing on the Energy Services Contract with OPTERRA Energy Services, LLC.

RECEIVE testimony and CLOSE the public hearing.

FIND that the anticipated cost to Contra Costa County for electrical energy or conservation services provided by the energy conservation facility under the contract will be less than the anticipated marginal cost to the County for electrical or other energy that would have been consumed by the County in the absence of those purchases.

FIND that the project services to be performed under the Energy Services Contract are statutorily exempt from California Environmental Quality Act pursuant to Public Resources Code Section 21080.35, and

APPROVE and AUTHORIZE the Public Works Director, or designee, to execute an Energy Services Contract with OPTERRA Energy Services, LLC, in an amount not to exceed $11,000,000, for the installation of solar panels, battery energy storage system and electric vehicle charging infrastructure at the East County Service Center (ECSC) Project located at 100 Technology Way, Brentwood CA, for the term May 19, 2026 through May 18, 2030

FISCAL IMPACT:
The Board approved a contract with Webcor Construction for up to $155 million for the construction of the East County Service Center (ECSC) at its March 3, 2026 meeting. The proposed action would shift the portion of the construction contract scope related to solar, battery energy storage system (BESS) and electric vehicle (EV) charging stations from the Webcor construction contract to OPTERRA Energy Services, LLC ("OPTERRA"). Taking into account avoided energy costs, related tax credits and other projected saving, this approach is expected to result in a net County construction costs of approximately $153 million for the ECSC project.

The OPTERRA construction scope includes the solar array, $4,028,765, BESS, $2,342,773, and EV charging, $3,981,737 for a total construction cost of $10,353,275. The not-to-exceed contract amount of $11,000,000 includes a $646,725 contingency amount for unexpected conditions that may arise during construction.

Without the proposed project, the ECSC is estimated to consume $22,431,837 in electricity over the next 30 years, based on the projected building energy load and current and projected PG&E rates (see attached proforma 2 estimated PG&E costs). The project is expected to reduce payments to PG&E by more than 50%, with estimated remaining PG&E costs of $10,329,684 after accounting for approximately $12,102,154 in solar production savings. When combined with rebates, incentives, tax credits, EV charging revenue and other savings, the project is estimated to generate $17,860,962 in cumulative benefits to the County over the same 30 -year period. Additional details are included in the attached pro forma and the background section below. In addition, this project will allow the County to apply for State of California Strategic Growth Council grant opportunity for the resiliency center portion of the building which could be up to an additional $10 million in grant funds for the project if successful.

BACKGROUND:
As a critical component of the new East County Service Center project, the County will be including a Distributed Energy Resource (DER) scope of work designed to 1) minimize future energy costs and 2) allow portions of the site to remain operational during power outages or Public Safety Power Shutoff (PSPS) events. Due to the complex and integrated nature of solar photovoltaic (PV), Battery Energy Storage Systems (BESS), EV charging stations, and microgrid controls, the full energy program scope will be managed by OPTERRA.

Procuring this Solar PV and battery microgrid system is expected to reduce overall energy costs immediately by offsetting utility costs at the site, as shown in the attached pro forma estimate. The system is also expected to provide increasing value over time as EV charging demand grows due to County fleet electrification efforts and continued adoption of EVs by County employees and the general public. This project is being procured pursuant to Government Code 4217.10 et seq. which allows direct procurement of energy services if found to be in the best interest of the County. In order to secure the necessary American-made PV panels to be eligible to receive anticipated tax credits, time did not allow for a full RFP process. Government Code 4217.10 et seq. was expressly written to allow government entities to streamline procurement of energy services when deemed necessary by their governing body.

The proposed contract with OPTERRA includes installation of a 683 kW solar PV system consisting of four separate parking lot canopy structures, a 250 kW/609 kWh Battery Energy Storage System (BESS), 84 Level 2 EV charging ports and 4 DC Fast Charging ports, along with microgrid controls which enable a portion of the system to remain powered during planned and unplanned power outages. OPTERRA will also provide ongoing maintenance services as well as resiliency (back-up power operational) services to support the microgrid operation during outage events and ongoing diagnostics to ensure efficient and cost-effective operations.

The contract is not a power purchase agreement. It does not contain an energy savings guarantee, nor does it contain a solar PV or BESS system performance guarantee. Under the contract, the County waives any such guarantee to the fullest extent permitted by applicable law.

The industry-standard for payback period for government solar projects in California in 2026 is approximately 8-12 years. This is slightly longer than the previous year's standard of 7-10 years because of the change to the State's Net Energy Metering policy (NEM 3.0). Because utilities now provide reduced compensation for excess solar energy exported to the grid, payback periods have generally lengthened. One strategy to maximize the value of a solar system under the current rate structure, is to pair solar PV with BESS. This project does so by allowing stored power to be used during peak demand periods and by allowing excess energy to be exported when it can generate the greatest value based on PG&E rate schedules. The combined $6,371,538 cost of the solar and BESS systems is projected to be recovered in year 10, as shown in the yellow-highlighted row on the

attached pro forma.

Under the contract, the County agrees to indemnify and defend OPTERRA against losses caused by (1) County owned or generated hazardous substances, except for liabilities due to the negligence or willful misconduct of OPTERRA or its subcontractors, and (2) County's negligence or willful misconduct in its performance of its obligations under the contract.

The County is utilizing the same procurement methodology used for the Solar PV project at 1026 Escobar St. in Martinez, which serves the County Administration building. OPTERRA (then DBA ENGIE Services) constructed and currently maintains the 1026 Escobar parking lot Solar PV system. That system is currently producing 106% of the expected solar production and is returning 123% of the expected savings, reducing the expected payback period by three years. The cost of construction of the solar array on the Administration Building Project parking lot was $1.88 million and the project will have fully recouped full construction cost in year 10 (2029).

CONSEQUENCE OF NEGATIVE ACTION:
Not approving the contract would result in significant redesign of the solar site and potentially delay completion of the building and parking canopy facilities at ECSC. Delay in completion of the project may result in a loss of the anticipated tax credits.

| | | |

Year	Total Load (kWh)	PG&E Rate ($/kWh)	Annual Utility Cost	Solar Generation (kWh)	Avoided Rate ($/kWh)	Annual Solar Savings
1	1,160,644	0.2909	$ 337,631	1,137,119	0.175	$ 199,215
2	1,160,644	0.3054	$ 354,513	1,131,433	0.184	$ 208,130
3	1,160,644	0.3207	$ 372,239	1,125,776	0.193	$ 217,443
4	1,160,644	0.3368	$ 390,850	1,120,147	0.203	$ 227,174
5	1,160,644	0.3536	$ 410,393	1,114,547	0.213	$ 237,340
6	1,160,644	0.3713	$ 430,913	1,108,974	0.224	$ 247,961
7	1,160,644	0.3898	$ 452,458	1,103,429	0.235	$ 259,057
8	1,160,644	0.4093	$ 475,081	1,097,912	0.247	$ 270,650
9	1,160,644	0.4298	$ 498,835	1,092,422	0.259	$ 282,762
10	1,160,644	0.4513	$ 523,777	1,086,960	0.272	$ 295,415
11	1,160,644	0.4738	$ 549,966	1,081,525	0.285	$ 308,635
12	1,160,644	0.4975	$ 577,464	1,076,118	0.300	$ 322,446
13	1,160,644	0.5224	$ 606,337	1,070,737	0.315	$ 336,876
14	1,160,644	0.5485	$ 636,654	1,065,383	0.330	$ 351,951
15	1,160,644	0.5760	$ 668,487	1,060,057	0.347	$ 367,701
16	1,160,644	0.6048	$ 701,911	1,054,756	0.364	$ 384,156
17	1,160,644	0.6350	$ 737,007	1,049,483	0.382	$ 401,347
18	1,160,644	0.6667	$ 773,857	1,044,235	0.402	$ 419,307
19	1,160,644	0.7001	$ 812,550	1,039,014	0.422	$ 438,071
20	1,160,644	0.7351	$ 853,178	1,033,819	0.443	$ 457,674
21	1,160,644	0.7718	$ 895,836	1,028,650	0.465	$ 478,155
22	1,160,644	0.8104	$ 940,628	1,023,507	0.488	$ 499,553
23	1,160,644	0.8510	$ 987,660	1,018,389	0.512	$ 521,908
24	1,160,644	0.8935	$ 1,037,043	1,013,297	0.538	$ 545,263
25	1,160,644	0.9382	$ 1,088,895	1,008,231	0.565	$ 569,664
26	1,160,644	0.9851	$ 1,143,340	1,003,189	0.593	$ 595,156
27	1,160,644	1.0343	$ 1,200,507	998,173	0.623	$ 621,789
28	1,160,644	1.0861	$ 1,260,532	993,183	0.654	$ 649,614
29	1,160,644	1.1404	$ 1,323,558	988,217	0.687	$ 678,685
30	1,160,644	1.1974	$ 1,389,736	983,276	0.721	$ 709,056
Totals	**34,819,320**		**$ 22,431,837**	**31,751,958**		**$ 12,102,154**

1025 ESCOBAR STREET
MARTINEZ, CA 94553

CONTRA COSTA COUNTY

Staff Report

File #: 26-2441 **Agenda Date:** 6/9/2026 **Agenda #:** C.1.

To: Board of Supervisors

From: Greg Baer, Director of Airports

Report Title: APPROVE AND AUTHORIZE termination of Tiedown Permit with Ben J. Pfaff.

☒Recommendation of the County Administrator ☐ Recommendation of Board Committee

RECOMMENDATIONS:
APPROVE and AUTHORIZE the Director of Airports to terminate the Tiedown Permit with Ben J. Pfaff. AUTHORIZE County Counsel to pursue legal action if necessary.

FISCAL IMPACT:
The Airport Enterprise Fund will cover the cost of any legal action.

BACKGROUND:
On September 27, 2022, the County entered into a Tiedown Permit (Permit) with Ben J. Pfaff (Tenant) to park his aircraft at Buchanan Field. Due to Mr. Pfaff's ongoing failure to pay rent, Airports management is recommending termination of the Permit.

Airports staff have made numerous attempts to contact Mr. Pfaff about his outstanding balance; however, no payments have been made in months. On May 15, 2026, a Final Notice of Delinquency was mailed to the tenant by Certified Mail, with a copy sent by email. The letter informed Tenant that to avoid termination of the Agreement, all outstanding balances must be delivered to the County by May 22, 2026.

Airports staff is requesting authority to terminate the Permit pursuant to Section 9 (Termination by County for cause) of the Permit, and if necessary, pursue legal action against Tenant through County Counsel. Such actions are consistent with adopted Airport policies.

CONSEQUENCE OF NEGATIVE ACTION:
Failure to terminate the Agreement and pursue legal action against Tenant would result in the Airport being unable to enforce adopted Airport policies and procedures.

File #: RES 2026-219 **Agenda Date:** 6/9/2026 **Agenda #:** C.2.

To: Board of Supervisors

From: Greg Baer, Director of Airports

Report Title: Authorization to Apply for and Accept Federal Aviation Administration and Caltrans Airport Grant Funding

☒Recommendation of the County Administrator ☐ Recommendation of Board Committee

RECOMMENDATIONS:

AUTHORIZE the Director of Airports to submit Airport Improvement Program (AIP) grant application to the Federal Aviation Administration (FAA) for approximately $1.5 million to fund the purchase of a new Aircraft Rescue and Fire Fighting (ARFF) truck at Buchanan Field Airport (CCR). Pacheco area (District III).

APPROVE and AUTHORIZE the Director of Airports, or designee, to sign a Statement of Acceptance with the Federal Aviation Administration for approximately $1.5 million to fund the replacement of an ARFF truck at CCR.

ADOPT resolution to APPROVE the application of, acceptance of, execution of, and signatory authority for a grant application with the California Department of Transportation (Caltrans), for a FAA matching grant of approximately $75,000 for the purchase of a new ARFF truck at CCR.

FISCAL IMPACT:

The total cost of the ARFF truck and associated equipment is not expected to exceed $1.5 million. This estimated amount will be fully funded as follows: 95% ($1,425,000) by the FAA, 5% of the FAA's share ($71,250) by Caltrans, and $3,750 by the Airport Enterprise Fund. The expected carrying costs and final costs are within the Airport Enterprise Fund budget for FY2026-27.

BACKGROUND:

In order to maintain its current certification level (CFR Part 139) with the FAA, Buchanan Field Airport is required to maintain the operation of an emergency response vehicle (ARFF truck) while certain flights are being conducted. The Airports Division's newest truck is now over 10 years old, is requiring more major maintenance, and has reached the end of its useful life as defined by the FAA. Through the FAA's Airport Improvement Program (AIP) grant program, the Airports Division has the opportunity to secure a grant with the FAA and a second grant with Caltrans that, in combination, will cover nearly 100% (99.75%) of the cost of the truck and the associated equipment. While both grant applications need Board authorization, Caltrans requires a resolution in addition to this staff report.

With the acquisition of a new ARFF truck the Airports Division will reduce maintenance costs by eliminating one of its older trucks and will have a state-of-the-art FAA compliant ARFF truck for emergency response purposes.

Approval of the requested actions will allow the Director of Airports to move forward by securing the grants that, if awarded, will result in acquiring a high-value safety apparatus, with a de minimis effect on the Airports' budget.

CONSEQUENCE OF NEGATIVE ACTION:

The County will not receive the FAA and Caltrans Grant funding necessary to acquire the new piece of safety equipment. Additionally, the FAA funds currently programmed for this piece of equipment will not be available beyond this fiscal year.

THE BOARD OF SUPERVISORS OF CONTRA COSTA COUNTY, CALIFORNIA

and for Special Districts, Agencies and Authorities Governed by the Board

IN THE MATTER OF AUTHORIZING THE SUBMITTAL OF AN APPLICATION, ACCEPTANCE OF AN ALLOCATION OF FUNDS AND EXECUTION OF A GRANT AGREEMENT WITH THE CALIFORMIA DEPARTMENT OF TRANSPORTATION FOR AN AIRPORT IMPROVEMENT PROGRAM (AIP) MATCHING GRANT.

WHEREAS Contra Costa County and the Federal Aviation Administration are parties to a future AIP grant for the acquisition of a new Aircraft Rescue and Fire Fighting (ARFF) truck at Buchanan Field Airport; and

WHEREAS, the California Department of Transportation, pursuant to the Public Utilities Code section 21683.1, provides grants of 5% of Federal Aviation Administration grants to airports; and

WHEREAS the California Department of Transportation requires the Board of Supervisors to adopt a resolution authorizing the submission of an application for an AIP Matching grant;

NOW, THEREFORE, BE IT RESOLVED by the Board of Supervisors of Contra Costa County:

1. Authorizes filing an application for a state AIP Matching grant for this project.

2. Authorizes accepting the allocation of state AIP Matching funds for the project.

3. Authorizes execution of an AIP Matching Grant Agreement for this project; and

BE IT FURTHER RESOLVED that the Board of Supervisors of Contra Costa County does hereby authorize, Greg Baer, Director of Airports to sign any documents required to apply for and accept these subject funds on behalf of Contra Costa County.

PASSED AND ADOPTED by the Board of Supervisors at a regular meeting held on June 9, 2026.

1025 ESCOBAR STREET
MARTINEZ, CA 94553

CONTRA COSTA COUNTY

Staff Report

File #: 26-2442 **Agenda Date:** 6/9/2026 **Agenda #:** C.3.

To: Board of Supervisors

From: Matt Slattengren, Ag Commissioner/Weights & Measures Director

Report Title: Contract with UC Cooperative Extension for Master Gardener Program Coordinator

☒Recommendation of the County Administrator ☐ Recommendation of Board Committee

RECOMMENDATIONS:

APPROVE and AUTHORIZE the Agricultural Commissioner, or designee, to execute a contract with the Regents of the University of California in an amount not to exceed $109,169 for Master Gardener Program services for the period July 1, 2026, through June 30, 2027.

FISCAL IMPACT:

Costs for the contract are budgeted in the Agriculture Department's General Fund allocation. 100% General Fund.

BACKGROUND:

Under the general direction of the Agricultural Commissioner, the contractor shall coordinate the Master Gardener Program. Local community volunteer residents trained by the University of California Division of Agriculture and Natural Resources will extend research-based horticulture to the state's home gardeners, including managing the program budget and volunteer training, and providing oversight of public outreach efforts within the County.
This agreement has a mutual indemnification provision which provides that each party will defend and indemnify the other for injuries or losses arising out of the performance of the contract.

CONSEQUENCE OF NEGATIVE ACTION:

Failure to approve this request will result in the loss of efficiency in the Master Gardener Program in Contra Costa County.

1025 ESCOBAR STREET
MARTINEZ, CA 94553

CONTRA COSTA COUNTY

Staff Report

File #: 26-2443 **Agenda Date:** 6/9/2026 **Agenda #:** C.4.

To: Board of Supervisors

From: Matt Slattengren, Ag Commissioner/Weights & Measures Director

Report Title: Contract for 4-H Youth Community Education Program with Regents of the University of California

☒Recommendation of the County Administrator ☐ Recommendation of Board Committee

RECOMMENDATIONS:

APPROVE and AUTHORIZE the Agricultural Commissioner, or designee, to execute a contract with the Regents of the University of California in an amount not to exceed $33,183 for 4-H Youth Community Education services for the period July 1, 2026, through June 30, 2027.

FISCAL IMPACT:

Costs for the contract are budgeted in the Agriculture Department's General Fund allocation. 100% General Fund.

BACKGROUND:

Under the general direction of the Agricultural Commissioner, the contractor shall coordinate the 4-H Youth development program, including local community volunteer residents trained by the University of California Cooperative Extension (UCCE).
This agreement has a mutual indemnification provision which provides that each party will defend and indemnify the other for injuries or losses arising out of the performance of the agreement.

CONSEQUENCE OF NEGATIVE ACTION:

Failure to approve this request will result in the loss of efficiency in the 4-H Youth development education programs in Contra Costa County.

1025 ESCOBAR STREET
MARTINEZ, CA 94553

CONTRA COSTA COUNTY

Staff Report

File #: 26-2444 **Agenda Date:** 6/9/2026 **Agenda #:** C.5.

To: Board of Supervisors

From: Matt Slattengren, Ag Commissioner/Weights & Measures Director

Report Title: Contract with the US Department of Agriculture for wildlife damage management services

☒Recommendation of the County Administrator ☐ Recommendation of Board Committee

RECOMMENDATIONS:

APPROVE and AUTHORIZE the Agricultural Commissioner, or designee, to execute a contract with the United States Department of Agriculture in an amount not to exceed $55,651 for wildlife damage management services for the period July 1, 2026, through June 30, 2027.

FISCAL IMPACT:

This contract is funded with 60% State Unclaimed Gas Tax revenue and 40% General Fund.

BACKGROUND:

The United States Department of Agriculture (USDA) and Animal and Plant Health Inspection Services (APHIS) is a federal agency with a broad mission, which includes carrying out wildlife damage manageme11t activities. The USDA -APHIS Wildlife Services maintains an effective Integrated Wildlife Damage Management (IWDM) program to resolve conflicts with wildlife throughout the County. APHIS-Wildlife Services' overall goal is to maintain a biologically sound IWDM program to assist property owners, businesses, private citizens, and governmental agencies in resolving wildlife damage problems and conduct control activities in accordance with applicable local laws and regulations. Under this agreement, USDA assistance to the County may include (1) technical assistance through demonstration and instruction of wildlife damage prevention and/or control techniques, (2) predator identification and removal when livestock, crop, or natural resource damage is verified, (3) nuisance wildlife technical assistance including removal, if necessary, when property damage is identified, and (4) removal of wildlife displaying aggressive behavior or causing actual injury to County residents.

CONSEQUENCE OF NEGATIVE ACTION:

A negative action will restrict the Department in providing wildlife damage management services and taking corrective actions on existing wildlife damage problems for the residents of the County.

1025 ESCOBAR STREET
MARTINEZ, CA 94553

CONTRA COSTA COUNTY

Staff Report

File #: 26-2445 **Agenda Date:** 6/9/2026 **Agenda #:** C.6.

To: Board of Supervisors

From: Matt Slattengren, Ag Commissioner/Weights & Measures Director

Report Title: Contract with East Bay Municipal Utility District

☒Recommendation of the County Administrator ☐ Recommendation of Board Committee

RECOMMENDATIONS:

APPROVE and AUTHORIZE the Agricultural Commissioner, or designee, to execute a contract with East Bay Municipal Utility District (EBMUD) to pay the County an amount not to exceed $40,000 to provide services to treat invasive weeds in assigned districts for the period of July 1, 2026, through June 30, 2027.

FISCAL IMPACT:

The County will be reimbursed in an amount not to exceed $40,000 for providing supplies and labor to control invasive weeds in assigned districts for EBMUD.

BACKGROUND:

Contra Costa County Agriculture/Weights & Measures Department has a long history of weed management and weed abatement. Contra Costa County is generally infested with two main non-native and invasive weeds (Artichoke Thistle and Purple Star Thistle) which are both B rated pests, and both are a detriment to our range lands and our regional and state parks. The Department will be implementing control methods that will protect endangered species as well as promote regrowth of native and desirable plants. This agreement has a mutual indemnification provision which provides that each party will defend and indemnify the other for injuries or losses arising from the performance of the agreement.

CONSEQUENCE OF NEGATIVE ACTION:

If not approved, the County will not be able to provide services to control invasive weeds in assigned districts for EBMUD. There will be a decrease in revenue and possibly increase the spread of noxious and invasive weeds not native to California.

1025 ESCOBAR STREET
MARTINEZ, CA 94553

CONTRA COSTA COUNTY

Staff Report

File #: 26-2446 **Agenda Date:** 6/9/2026 **Agenda #:** C.7.

To: Board of Supervisors

From: Ben Winkleblack, Animal Services Director

Report Title: Contract with SAGE Veterinary Partners

☒Recommendation of the County Administrator ☐ Recommendation of Board Committee

RECOMMENDATIONS:
APPROVE and AUTHORIZE the Animal Services Director, or designee, to execute a contract with SAGE Veterinary Partners, LLC in an amount not to exceed $900,000 to provide 24-hour emergency veterinary care for sick, injured, stray, abandoned, or neglected animals for the period of July 1, 2026, through June 30, 2029.

FISCAL IMPACT:
Approval of this contract funds emergency veterinary services up to $900,000 through June 30, 2029, supported by 60% City Contracts, 8% User Fees, and 32% County General Fund.

BACKGROUND:
The Animal Services Department has maintained a contractual relationship with SAGE Veterinary Partners, LLC since 2017, with the current agreement expiring June 30, 2026. Following a competitive Request for Proposal (RFP) process completed on July 21, 2025, SAGE Veterinary Partners, LLC was selected as the awarded contractor. With Board approval, the new contract term will run from July 1, 2026, through June 30, 2029, with an option to extend for one additional year. Continuation of this contract ensures uninterrupted access to 24-hour emergency veterinary services for animals in the care of the Department, with a total payment limit of $900,000. The contract has been reviewed and approved as to form by County Counsel.

CONSEQUENCE OF NEGATIVE ACTION:
Failure to approve this contract would significantly impair the Department's ability to provide emergency veterinary medical care for sick, injured, stray, abandoned, or neglected animals outside of regular business hours.

1025 ESCOBAR STREET
MARTINEZ, CA 94553

CONTRA COSTA COUNTY

Staff Report

File #: 26-2447 **Agenda Date:** 6/9/2026 **Agenda #:** C.8.

To: Board of Supervisors

From: Ben Winkleblack, Animal Services Director

Report Title: Contracts for 3 Doctors of Veterinary Medicine: Michelle Mehalick, Echo Cartagena, and Ruth Adams

☒Recommendation of the County Administrator ☐ Recommendation of Board Committee

RECOMMENDATIONS:

APPROVE and AUTHORIZE the Animal Services Director, or designee, to execute contracts with Doctors of Veterinary Medicine Michelle Mehalick, Echo Cartagena, and Ruth Adams, in an aggregate amount not to exceed $515,000, for shelter veterinary services during the period from July 1, 2026, through June 30, 2027, subject to approval of each contract by the County Administrator's Office and approval of each contract as to form by the County Counsel's Office.

FISCAL IMPACT:

Estimated FY 2026/27 contract costs are as follows:

- Dr. Michelle Mehalick: $235,000
- Dr. Echo Cartagena: $130,00
- Dr. Ruth Adams: $150,000

Total: $515,000, funded by 60% City Contracts, 32% County General Fund, and 8% User Fees.

BACKGROUND:

Shelter Medicine Veterinarians provide essential veterinary services for the Animal Services Department, including general medical care, urgent and emergency care, and spay/neuter services for both shelter animals and animals served through public programs. These services are critical to animal health and welfare and ensure compliance with applicable veterinary and public health standards.

Dr. Mehalick has been designated by the Department Director to provide operational oversight of the Shelter Medicine division pending the appointment of a permanent, full-time Chief of Shelter Medicine (Exempt). In this capacity, Dr. Mehalick is responsible for advising on medical care and treatment, animal welfare oversight, euthanasia decision-making, and program coordination, and for ensuring that all veterinary practices are conducted in accordance with applicable laws, regulations, and departmental policies. Dr. Mehalick will also maintain responsibility for the facility's Veterinary Premises Permit and Drug Enforcement Administration (DEA) License, both of which are required for the lawful operation of veterinary services at the shelter.

Dr. Adams and Dr. Cartagena will continue providing general veterinary medical care, emergency care, and

spay/neuter services.

CONSEQUENCE OF NEGATIVE ACTION:

Failure to approve these contract renewals for FY 2026/27 would jeopardize the Department's Veterinary Premises Permit and DEA License, both of which are legally required to operate veterinary services at the shelter. The Department would also lose critical medical support needed to care for shelter animals and animals served through public programs.

1025 ESCOBAR STREET
MARTINEZ, CA 94553

CONTRA COSTA COUNTY

Staff Report

File #: 26-2448 **Agenda Date:** 6/9/2026 **Agenda #:** C.9.

To: Board of Supervisors

From: Ben Winkleblack, Animal Services Director

Report Title: Contract Amendment with The Permanente Medical Group, Inc.

☒Recommendation of the County Administrator ☐ Recommendation of Board Committee

RECOMMENDATIONS:

APPROVE and AUTHORIZE the Animal Services Director, or designee, to execute a contract amendment with The Permanente Medical Group, Inc. to extend the term through June 30, 2028, for continued occupational health services including new employee health clearances and worker's compensation claims management, with no change to the payment limit of $75,000.

FISCAL IMPACT:
The total contract limit is $75,000 for the period beginning August 2023 through June 30, 2028. There is no cost to extend the contract. No additional appropriation is anticipated for FY 2026/27 or FY 2027/28. (60% City Contracts, 8% User Fees, and 32% County General Fund)

BACKGROUND:

The Department entered into an occupational health services contract with The Permanente Medical Group, Inc. (Kaiser), effective August 1, 2023. Under this agreement, Kaiser has provided required health screenings for new hires, rabies vaccinations and titer testing, Peace Officer medical clearances, and workers' compensation claims support.

The proposed amendment extends the contract term by two years, from June 30, 2026, through June 30, 2028. The payment limit of $75,000 remains unchanged, as current utilization trends indicate the Department is tracking below projected annual service use. The sole-source contract being amended contains indemnification language.

CONSEQUENCE OF NEGATIVE ACTION:

Without this term extension, the Animal Services Department will be unable to ensure continuity of occupational health services for new and current employees, including required medical clearances for specific job classifications and ongoing workers' compensation support.

1025 ESCOBAR STREET
MARTINEZ, CA 94553

CONTRA COSTA COUNTY

Staff Report

File #: 26-2449 **Agenda Date:** 6/9/2026 **Agenda #:** C.10.

To: Board of Supervisors

From: Ben Winkleblack, Animal Services Director

Report Title: Contract Amendment with Docupet Corp.

☒Recommendation of the County Administrator ☐ Recommendation of Board Committee

RECOMMENDATIONS:

APPROVE and AUTHORIZE the Animal Services Director, or designee, to execute a contract amendment with Docupet Corp. to extend the term through June 30, 2027, for continued animal licensing processing services throughout Contra Costa County, with no change to the payment limit of $200,000.

FISCAL IMPACT:
The contract is in the Department's FY26-27 budget; the cost is offset 100% by Animal Services licensing revenue.

BACKGROUND:

The Animal Services Department is responsible for administering and enforcing its animal licensing ordinance (County Ordinance 416-6.002) for dogs and cats throughout Contra Costa County. Historically, the Department's clerical unit managed all licensing records and revenue processing in-house. However, the growing complexity of licensing administration and ongoing staffing constraints made it increasingly difficult to sustain these functions effectively.

To address this, the Department issued a Request for Proposals (RFP) for pet licensing services in November 2022 and awarded the contract to Docupet Corp., which began providing services in January 2023. In addition to core licensing processing, the contract includes owner record management, reporting tools, community canvassing, data storage and handling, pet tag production and mailing, marketing and ordinance support, lapsed client outreach, and website support.

The proposed amendment extends the contract term by one year, from June 30, 2026, through June 30, 2027, with no change to the $200,000 payment limit. A new RFP will be conducted during FY 2026/27 to competitively procure services for FY 2027/28 and beyond.

CONSEQUENCE OF NEGATIVE ACTION:
Without approval of this amendment, the Department will lose the capacity to process animal licenses, directly undermining rabies control efforts and the Department's ability to collect licensing revenue essential to its operations.

1025 ESCOBAR STREET
MARTINEZ, CA 94553

CONTRA COSTA COUNTY

Staff Report

File #: RES 2026-223 **Agenda Date:** 6/9/2026 **Agenda #:** C.11.

To: **Board of Supervisors**

From: Joanne M. Bohren, CPA, County Auditor-Controller

Report Title: Appropriation Limits for Fiscal Year 2026/27

☒Recommendation of the County Administrator ☐ Recommendation of Board Committee

RECOMMENDATIONS:

ADOPT attached Resolution establishing the appropriation limits for the County General and County Special Districts for fiscal year 2026/2027.

FISCAL IMPACT:

Adopting the appropriation limits allows the County to spend its proceeds of taxes. All of the attached fiscal year 2026/27 limits exceed expected proceeds of taxes.

BACKGROUND:

The attached Resolution is required by Section 7910 of the Government Code and is calculated by the County Auditor-Controller. It is required that the governing body of each local jurisdiction shall establish an appropriation limit for each jurisdiction pursuant to Article XIII-B of the California Constitution. Beginning with fiscal year 2024/25, per Government Code 25214.1(b), the proceeds of taxes for county service areas are included within the county's own appropriations limit.

CONSEQUENCE OF NEGATIVE ACTION:

The County will fail to meet the requirements laid out in Article XIII-B of the California Constitution.

THE BOARD OF SUPERVISORS OF CONTRA COSTA COUNTY, CALIFORNIA

and for Special Districts, Agencies and Authorities Governed by the Board

IN THE MATTER OF
Appropriation Limits for County and County Special Districts for 2026/27.

WHEREAS, Section 7910 of the Government Code requires that each year the governing body of each local jurisdiction shall establish an appropriations limit for each jurisdiction for the following fiscal year pursuant to Article XIII-B of the California Constitution; and

WHEREAS, according to Article XIII-B of the California Constitution (Section 8 subd.e(2)) the change in the cost of living shall be either the percentage change in California per capita personal income from the preceding year, or the percentage change in the local assessment roll from the preceding year for the jurisdiction due to the addition of local non-residential new construction; and

WHEREAS, the percentage change due to the addition of local non-residential new construction is not available for the County and County Special Districts, therefore, the County Auditor-Controller has calculated the appropriation limits using the change factors most advantageous as permitted by Article XIII-B of the California Constitution; and

WHEREAS, the County Auditor-Controller has prepared the attached report and accompanying schedule, designated Exhibit A, regarding the proposed County General and County Special District appropriation limits for fiscal year 2026/27.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF SUPERVISORS OF CONTRA COSTA COUNTY THAT the attached Exhibit A percentage changes over the prior year are selected and appropriation limits established for the County General and County Special Districts for the fiscal year 2026/2027.

Exhibit A

2026-2027
County General
and
Special District Appropriation Limits

District	Fund	2025-26 Limit	2026-27 Change Factor	2026-27 Limit
County General/Library	[1] 1003	31,212,179,137	1.0504	32,785,272,966
Contra Costa Fire	2020	5,880,205,093	1.0457	6,148,930,466
Crockett-Carquinez Fire	2028	566,783,910	1.0469	593,366,075
Flood Control Zone 1	2521	6,249,245	1.0460	6,536,710
Flood Control Zone 7	2527	37,339,785	1.0446	39,005,139
Flood Control Drainage A-13	2552	1,998,494	1.0466	2,091,624
Flood Control Drainage A-10	2554	2,738,506	1.0480	2,869,954
Storm Drainage Z-16	2583	1,693,764	1.0560	1,788,615

[1] Per Board Order File # 24-1834, the proceeds of taxes for the county service areas are included within the county's own appropriations limit.

1025 ESCOBAR STREET
MARTINEZ, CA 94553

CONTRA COSTA COUNTY

Staff Report

File #: 26-2531 **Agenda Date:** 6/9/2026 **Agenda #:** C.12.

To: Board of Supervisors

From: Diane Burgis, District III Supervisor

Report Title: Community Impact Funds District 3 Allocations

☒Recommendation of the County Administrator ☐ Recommendation of Board Committee

RECOMMENDATIONS:

1. APPROVE allocations of Supervisorial District 3 Community Impact Funds in an aggregate amount of $39,220.
a. District 3: Allocations (Attachment A)

2. APPROVE and AUTHORIZE the District Supervisor, or designee, identified in the Recommendation No. 1 above to enter into contracts related to the allocation of Community Impact Funds;

FISCAL IMPACT:
On June 24, 2025, the Board indicated a desire to allocate $1 million per District from COVID-19 FEMA Reserve funds (now General Fund Appropriation for Contingencies) for direction by each District Supervisor following a community engagement process within each Supervisorial District.

Today's action requests that the Board authorize Community Impact Fund allocations in District 3 in the amount of $39, 200.

BACKGROUND:

Establishment of Community Impact Fund Program

Following the FY25-26 budget hearings, the Board established and developed the Community Impact Fund program using the former FEMA Reserve funds over the course of several Board meetings between June and November 2025. Below is a summary of actions from each meeting:
Board Direction on June 24, 2025

On June 24, 2025, the Board provided direction on next steps to staff, including:
1. Indicated a desire to allocate $1 million per District from the General Fund Appropriation for Contingencies for direction by each District Supervisor, requested each Supervisor to

conduct a community engagement process within their respective Districts and the County Administrator to provide a webpage to gain public input on allocations specifically, for rapid rehousing, food insecurity and rental assistance;

2. The County Administrator's Office was directed to return to the Board on July 8, 2025 with information to assist the Board in making funding allocations to each District office for cost of conducting community outreach, including town hall meetings in each Supervisorial District, regarding the allocation of funds identified in No. 1 above; and

3. The Board and the County Administrator would return to the August 5, 2025 Board meeting to report on the outcomes of the community engagement processes outlined above and determine whether to make further allocations from the General Fund Appropriation for Contingencies in addition to the $5 million previously identified for District allocations.

Board Direction on July 8, 2025

On July 8, 2025, the Board provided direction on next steps to staff, including:
1. Setting October 21, 2025 as the return date for the discussion on the allocation of each $1 million Supervisorial District allocation to allow each District office sufficient time to establish their respective community engagement processes and to allow time for better understanding of the local impacts to the County from federal legislation and state budget adoption;

2. Directed staff to work with each District office on a proposed set of common questions for use in facilitating a community survey. The community survey could be used by each Supervisorial District office while conducting their respective community engagement processes as well as being posted on the County website for interested parties to complete; and

3. Return to the Board on August 12, 2025 for final review and approval of the community survey and distribution approach.

Board Direction on August 12, 2025

On August 12, 2025, the Board provided direction on next steps to staff, including:
1. Formally titling the grant program the "Community Impact Fund"; and
2. Provided final feedback on and authorized release of the Community Impact Fund Community Survey.

CONSEQUENCE OF NEGATIVE ACTION:
The Community Impact Funds allocations sponsored by Supervisorial District 3 wil not be formally approved by the Board.

Contra Costa County
Community Impact Fund Grant Program, Supervisorial Distric

	Department	Contractor
	District 3	Brentwood Union School District
	District 3	Be Exceptional
	District 3	Genesis Church
		Total

t Recommendations

Term Start	Term End	Contract Amount
7/15/2026	7/14/2027	$ 9,220
7/15/2026	7/14/2027	$ 5,000
7/15/2026	7/14/2027	$ 25,000
		$ 39,220

Program Description
Funding provided will support families and students with spcial needs within the Brentwood Union School District. Funds wil support the folowing programs: August Family Bowling, October Boothtastic, December Karaoke & Crafts, February Family Bowling, May Family Picnic and a Carnival.
Provide funding for August Be Exceptional Fest in Brentwood
ELEVATE Program: Provide centralized, wraparound model that combines financial literacy, houisng stablization, benefits access and food insecuirity in one coordinated program.

Contract Deliverables
Support families and students with special needs within the Brenwood Union School District.
This funding will support socializing events for the program for al ages and abilities. The program supports people with disabiities in Distirct 3 and beyond.
Increase the number of people we are able to serve in the ELEVATE Program. Currently serving 60 at a time with 200 on the waitlist.

Performance Measures
Willing and prepared to provide current and future program and organization data and documentation for District 3 as needed to support evidence of fund utilization AND confirm the following: **ongoing community feedback collection**
Willing and prepared to provide current and future program and organization data and documentation for District 3 as needed to support evidence of fund utilization AND confirm the following: **ongoing community feedback**
Willing and prepared to provide current and future program and organization data and documentation for District 3 as needed to support evidence of fund utilization AND confirm the following: **ongoing community feedback**

1025 ESCOBAR STREET
MARTINEZ, CA 94553

CONTRA COSTA COUNTY

Staff Report

File #: 26-2415 **Agenda Date:** 6/9/2026 **Agenda #:** C.13.

To: Board of Supervisors

From: Matt Brega, Child Support Services Director

Report Title: Purchase Order with Connoisseur Media Holdco Inc.

☒Recommendation of the County Administrator ☐ Recommendation of Board Committee

RECOMMENDATIONS:
APPROVE and AUTHORIZE the Purchasing Agent, or designee, to execute on behalf of the Director of Child Support Services, a purchase order containing indemnification language with Connoisseur Media Holdco Inc, (previously known as Alpha Media LLC) in an amount not to exceed $27,000 to provide advertising services for the period June 1, 2026, through May 31, 2027.

FISCAL IMPACT:
This project will be fully funded by allocations from the Federal government at 66% and State of California at 34%.

BACKGROUND:
The Department of Child Support Services utilizes Connoisseur Media to create and stream advertisements that will reach its target market, via on-air advertisements on local radio stations KKIQ and KUIC. Connrex Digital is a Connoisseur Media company and provides streaming services via Connected TV and Over-The-Top advertisements. The services provided under this purchase order are subject to the terms and conditions of Connrex Digital (a Connoisseur Media company), and the terms and conditions of Connoisseur Media. The terms and conditions include a Limitation of Liability and Indemnification provision approved by County Counsel.

CONSEQUENCE OF NEGATIVE ACTION:
The types of directed advertisements provided by Connoisseur Media and Connrex Digital will help increase awareness for child support services available in Contra Costa County. If this action is not approved, the department will have difficulty reaching customers who do not know about Child Support Services.

File #: RES 2026-212 **Agenda Date:** 6/9/2026 **Agenda #:** C.14.

To: Board of Supervisors

From: Diane Burgis, District III Supervisor

Report Title: Resolution recognizing the extraordinary achievements in poetry and youth arts in Contra Costa County

☒Recommendation of the County Administrator ☐ Recommendation of Board Committee

RECOMMENDATIONS:
ADOPT Resolution recognizing the extraordinary achievements in poetry and youth arts in Contra Costa County

FISCAL IMPACT:
None.

BACKGROUND:
None.

CONSEQUENCE OF NEGATIVE ACTION:
None.

The Board of Supervisors of Contra Costa County, California

IN THE MATTER OF RECOGNIZING THE EXTRAORDINARY ACHIEVEMENTS IN POETRY AND YOUTH ARTS IN CONTRA COSTA COUNTY

WHEREAS, the Board of Supervisors of Contra Costa County believes that the arts are a vital tool for self-expression, community healing, and the empowerment of our youth; and

WHEREAS, the *Poetry Out Loud*, *Poetry Series Program*, and *Youth Arts Connection* programs have reached new heights of excellence this year, fostered by the leadership of ARTSCCC (Arts Contra Costa County) and its dedicated team; and

WHEREAS, Robin Moore has been honored with the State of California *Poetry Out Loud Hero Award*, recognizing her tireless advocacy and her role as a champion for the transformative power of the spoken word; and

WHEREAS, the 2026 *Contra Costa County Poetry Out Loud High School Champion*, Serena Scheiner, achieved the distinguished honor of becoming a State Finalist in Sacramento, representing our county with exceptional poise and talent among the finest young orators in California; and

WHEREAS, we celebrate the impressive talent of our *Contra Costa County Poetry Out Loud High School* Second Place winner, Patrick Paul Porpayas, and Third Place winner, David Scott, whose dedication to the craft of poetry reflects the depth of artistic excellence found in our local schools; and;

WHEREAS, the *Youth Arts Connection* spoken word and poetry workshops in the District 3 and District 5 libraries led by artists José Cordón, Jeremy Phillips, Donté Clark, Tajanique Bell, and Monique McCoy that provide vital creative spaces for youth to develop their voices and connect with their communities; and

WHEREAS, the *Poetry Series Program* at the John A. Davis Juvenile Hall, led by Donté Clark and CieraJevae Gordon, serves as a beacon of hope and a critical component of our county's diversion efforts, allowing justice-impacted youth to process their experiences through the dignity of creative writing;

NOW, THEREFORE, BE IT RESOLVED: that the Contra Costa County Board of Supervisors does hereby commend *Poetry Out Loud Hero Award* recipient Robin Moore; the 2026 *Poetry Out Loud* winners Serena Scheiner, Patrick Paul Porpayas, and David Scott; the *Youth Arts Connection* team of José Cordón, Jeremy Phillips, Donté Clark, Tajanique Bell, and Monique McCoy; and the *Poetry Series Program* leaders Donté Clark and CieraJevae Gordon, for their immense contributions to the cultural fabric of our county, and we urge all citizens to support the continued growth of arts programs that inspire and uplift our next generation of

leaders.

1025 ESCOBAR STREET
MARTINEZ, CA 94553

CONTRA COSTA COUNTY

Staff Report

File #: RES 2026-213 **Agenda Date:** 6/9/2026 **Agenda #:** C.15.

To: Board of Supervisors

From: Diana Becton, District Attorney

Report Title: Proclaiming June 2026 as Gun Violence Awareness Month in Contra Costa County

☒Recommendation of the County Administrator ☐ Recommendation of Board Committee

RECOMMENDATIONS:
Proclaiming June 2026 as Gun Violence Awareness Month in Contra Costa County.

FISCAL IMPACT:
No fiscal impact.

BACKGROUND:
See Resolution Text

CONSEQUENCE OF NEGATIVE ACTION:
June 2026 will not be recognized as Gun Violence Awareness Month in Contra Costa County.

The Board of Supervisors of Contra Costa County, California

IN THE MATTER OF Proclaiming June 2026 as Gun Violence Awareness Month in Contra Costa County:

WHEREAS, June is recognized nationally as Gun Violence Prevention Month, a time to honor the lives lost, support survivors, and galvanize efforts to prevent violence through restorative practices, public policy, collaborative action and community engagement; and

WHEREAS, between 2010 and 2025, fifty per cent of all domestic violence-related homicides and suicides in Contra Costa County involved firearms, and in 2025 alone, five domestic violence-related homicides and suicides involved firearms; and

WHEREAS, children exposed to abuse, neglect, and violence in the home are more likely to experience gun-related harm; and

WHEREAS, the Victim Witness Advocates at the Contra Costa District Attorney's Office have supported approximately 552 survivors and witnesses of unsolved shootings since June of 2025; and

WHEREAS, the Contra Costa District Attorney's Office's Major Crimes Task Force has sought to prevent gun violence by seizing approximately 49 firearms since October of 2024; and

WHEREAS, through the Gun Violence Prevention Task Force, the Contra Costa County District Attorney's Office has collaborated with the courts, probation and law enforcement to monitor compliance with firearm relinquishment provisions in restraining orders, resulting in the relinquishment of 55 guns in 2025 without significant use of law enforcement resources and has trained over 100 law enforcement officers on relinquishment laws and procedures; and

WHEREAS, through the Gun Violence Prevention Task Force, the Family Justice Center in collaboration with STAND! For Families Free of Violence, The Latina Center, Bay Area Legal Aid, and DeafHope, have raised awareness about firearm safety in domestic violence situations through staysafecontracosta.org resulting in 5,500 website visits to date; and

WHEREAS, Contra Costa Health's Violence Prevention Program addresses violence as a public health crisis through five evidence based pillars-upstream youth mentorship by Violence Prevention Advisors, street outreach and intervention by credible messengers to de-escalate conflicts and interrupt retaliation, trauma informed behavioral health services to individuals and families, place-based community healing strategies that restore safety and belonging, and workforce development-and has developed a Gun Violence Reduction Strategic Plan that outlines the County's coordinated public health approach to gun violence reduction and anchors partnerships with the District Attorney's Office, the Family Justice Center, the Alliance to End Abuse, and the cities of Antioch and Pittsburg in a unified regional effort;

WHEREAS, the City of Antioch has supported Peace Walks and other community engagement efforts that promote healing, unity, awareness, and nonviolent solutions, and continues to invest in community violence intervention and prevention efforts through California Violence Intervention and Prevention (CalVIP) funding, supporting evidence-based strategies focused on reducing gun violence, interrupting cycles of retaliation, and increasing safety in disproportionately impacted neighborhoods; resulting in a 58% reduction in gun-related deaths from 12 in 2024 to 5 in 2025; and

NOW, THEREFORE, BE IT RESOLVED: that the Contra Costa County Board of Supervisors urges all residents to actively participate in the efforts to end gun violence in our homes, our schools, our workplaces, and in our communities and does hereby proclaim June 2026 as “Gun Violence Awareness Month” because one life taken is too many.

File #: RES 2026-214 **Agenda Date:** 6/9/2026 **Agenda #:** C.16.

To: Board of Supervisors

From: Marla Stuart, Employment and Human Services Director

Report Title: Proclaim June 2026 as Elder and Dependent Adult Abuse Awareness Month.

☒Recommendation of the County Administrator ☐ Recommendation of Board Committee

RECOMMENDATIONS:
ADOPT a resolution recognizing June 2026 as Elder and Dependent Adult Abuse Awareness Month in Contra Costa County, as recommended by the Employment & Human Services Director.

FISCAL IMPACT:
None.

BACKGROUND:

Elder Abuse Awareness Month is a worldwide recognition every June with World Elder Abuse Awareness Day officially observed on June 15. The month highlights the prevention of physical, psychological, and financial abuse, and neglect of older adults. The 2026 global theme is *Beyond Awareness: Making Elder Abuse Prevention Work* (United Nations).

Elder and dependent adult abuse remains widely under-recognized and under-reported. It can take many forms and often occurs in situations where individuals lack visibility, support, or access to services. In addition to raising awareness, this issue calls for stronger systems that can prevent abuse and respond effectively when it happens, while respecting the dignity, independence, and rights of older people and those with disabilities.

In Contra Costa County, our Aging & Adult Services staff educate community members about signs of abuse and ways to support the older people in their lives. EHSD has collaborated with the Area Agency on Aging to implement the *Celebrating All Ages* campaign. The campaign represents a countywide effort to dismantle stereotypes and prejudices against older adults and dispel age bias, challenge myths, promote respect across all ages, and encourage intergenerational connections.

CONSEQUENCE OF NEGATIVE ACTION:
No recognition to raise awareness about this public health issue.

CHILDREN'S IMPACT STATEMENT:

This resolution supports all five of Contra Costa County's community outcomes of the Children's Report Card: (1) "Children Ready for and Succeeding in School"; (2) "Children and Youth Healthy and Preparing for Productive Adulthood"; (3) "Families that are Economically Self-Sufficient"; (4) "Families that are Safe, Stable

and Nurturing"; and (5) "Communities that are Safe and Provide a High Quality of Life for Children and Families."

The Board of Supervisors of Contra Costa County, California

IN THE MATTER OF proclaiming June 26 as Elder and Dependent Adult Abuse Awareness Month:

WHEREAS, in June and on World Elder Abuse Awareness Day on June 15th, Contra Costa County joins others throughout the world in honoring older people and dependent adults, and recognizing elder abuse as a significant public health and human rights issue; and

WHEREAS, older and dependent adults deserve to be treated with respect and dignity, and to be recognized for serving as leaders, mentors, volunteers, workers, contributors, and vital participants in our communities; and

WHEREAS, Contra Costa County promotes better understanding about the cultural, social, economic, and demographic factors affecting elder abuse and neglect; and

WHEREAS, during 2025 in Contra Costa County, Adult Protective Services (APS) received 8,100 elder and dependent adult abuse reports; and

WHEREAS, APS investigates reports of abuse and collaborates with other county agencies and community-based organizations to protect, advocate, and provide services for older and dependent adult clients; and

WHEREAS, all community members can support the safety and protection of older and disabled adults by reporting various types of suspected elder abuse, including emotional, financial, physical, sexual, neglect, abandonment, or isolation; and

WHEREAS, signs of elder and dependent abuse include lack of basic amenities; a cluttered, soiled living environment; unexplained or uncharacteristic changes in behavior; unexplained sexually transmitted diseases; unpaid bills, new credit cards and/or increased cash withdrawals; harassment, coercion, injury, intimidation or humiliation; and caregiver isolation of the elder or dependent adult; and

WHEREAS, preventing older and dependent adult abuse is possible through social supports like senior centers, nutrition programs, human services, and transportation, enabling older people to live as independently as possible and contribute to the vibrancy of our communities.

NOW, THEREFORE, BE IT RESOLVED that the Board of Supervisors proclaims the month of June 2026 as Elder and Dependent Adult Abuse Awareness Month in Contra Costa County, affirming the importance of supporting our older residents and those who have disabilities with services and programs to help them live safely.

File #: RES 2026-215 **Agenda Date:** 6/9/2026 **Agenda #:** C.17.

To: Board of Supervisors

From: John Gioia, District I Supervisor

Report Title: Recognizing the 50th Anniversary of LifeLong Medical Care

☒Recommendation of the County Administrator ☐ Recommendation of Board Committee

RECOMMENDATIONS:
ADOPT Resolution recognizing the 50th Anniversary of LifeLong Medical Care, as recommended by Supervisor Gioia.

FISCAL IMPACT:
None

BACKGROUND:
LifeLong Medical Care has provided vital public health services in Contra Costa County since 1976.

CONSEQUENCE OF NEGATIVE ACTION:
NA

The Board of Supervisors of Contra Costa County, California

IN THE MATTER OF Recognizing the 50th Anniversary of LifeLong Medical Care

WHEREAS, in 1976, community activists and members of the Gray Panthers opened the Over 60 Health Center, grounded in the belief that older adults deserved accessible, dignified, high-quality care regardless of income or circumstance, establishing the foundation of what would become LifeLong Medical Care; and

WHEREAS, LifeLong Medical Care emerged from this conviction that health care is a human right, integrating public-health principles from the very beginning and recognizing that health is shaped not only by clinical care but also by the social and environmental conditions in which people live; and

WHEREAS, in 1996, the Over 60 Health Center merged with Berkeley Primary Care Access Clinic and West Berkeley Health Center to form LifeLong Medical Care, expanding its mission to serve people of all ages and reinforcing its commitment to whole-person, community-rooted care; and

WHEREAS, in 2000, LifeLong broadened its comprehensive model of care by integrating dental services, recognizing oral health as essential to overall wellbeing and ensuring coordinated care under one roof; and

WHEREAS, what began as a single storefront clinic has grown over five decades into a robust network of 15 community health centers across Alameda and Contra Costa counties, now serving more than 50,000 patients each year and providing integrated primary care, behavioral health, dental care, substance use treatment, supportive housing services, and wraparound social supports; and

WHEREAS, LifeLong has consistently responded to unmet community needs, launching innovative approaches such as the Oakland Trust Health Center in 2015 to serve unhoused individuals, followed by its award-winning Street Medicine teams beginning in 2019; and

WHEREAS, in 2025, LifeLong expanded this model into the Berkeley Trust Health Center, demonstrating a continued commitment to accessible, respectful, community-grounded care; and

WHEREAS, LifeLong has invested in long-term solutions by launching the Family Medicine Residency

Program in 2020 and celebrating the graduation of its first class of family physicians in 2023 at its William Jenkins-based Richmond training site; and

WHEREAS, as LifeLong approaches its 50th anniversary, community health centers nationwide are navigating increasing financial pressures and rising demand for services, yet LifeLong continues to demonstrate resilience, compassion, and innovation in delivering accessible, high-quality care to underserved communities; and

WHEREAS, LifeLong's history reflects a steadfast commitment to meeting people where they are and its legacy continues to shape the health and wellbeing of communities throughout Contra Costa County;

NOW, THEREFORE, BE IT RESOLVED: that the Contra Costa County Board of Supervisors hereby recognizes and celebrates **LifeLong Medical Care's 50 years of service**, honors its unwavering commitment to health equity and community wellbeing, and expresses deep appreciation for the staff, providers, volunteers, and partners whose compassion and dedication continue to transform lives across our region.

File #: RES 2026-216 **Agenda Date:** 6/9/2026 **Agenda #:** C.18.

To: Board of Supervisors

From: Candace Andersen, District II Supervisor

Report Title: Resolution recognizing The 80th Anniversary of Central Contra Costa Sanitary District (Central San)

☒Recommendation of the County Administrator ☐ Recommendation of Board Committee

RECOMMENDATIONS:
ADOPT resolution recognizing The 80th Anniversary of Central Contra Costa Sanitary District (Central San) as recommended by Supervisors Burgis, Carlson, and Andersen.

FISCAL IMPACT:
No fiscal impact

BACKGROUND:
Resolution recognizing The 80th Anniversary of Central Contra Costa Sanitary District (Central San).

CONSEQUENCE OF NEGATIVE ACTION:
No negative action

The Board of Supervisors of Contra Costa County, California

IN THE MATTER OF RESOLUTION RECOGNIZING THE 80TH ANNIVERSARY OF CENTRAL CONTRA COSTA SANITARY DISTRICT (CENTRAL SAN) AS RECOMMENDED BY SUPERVISORS BURGIS AND ANDERSEN

WHEREAS, the Central Contra Costa Sanitary District (Central San) was established in 1946 to provide essential wastewater collection and treatment services to residents and businesses throughout central Contra Costa County; and

WHEREAS, for 80 years, Central San has played a vital role in protecting public health, safeguarding the environment, and supporting the quality of life for communities throughout the region; and

WHEREAS, Central San currently serves nearly half a million residents and thousands of businesses across central Contra Costa County through the operation and maintenance of critical wastewater infrastructure and treatment facilities; and

WHEREAS, Central San has demonstrated a longstanding commitment to environmental stewardship, sustainability, innovation, and responsible resource management through advanced wastewater treatment, recycled water programs, and efforts to reduce greenhouse gas emissions and protect local waterways; and

WHEREAS, Central San's dedicated Board of Directors, leadership team, engineers, operators, field crews, and staff have worked diligently over the decades to ensure reliable, efficient, and forward-thinking public utility services for the residents of Contra Costa County; and

WHEREAS, the District's continued investments in infrastructure modernization, community partnerships, emergency preparedness, and public education help ensure a resilient and sustainable future for generations to come; and

WHEREAS, the 80th anniversary of Central San provides an opportunity to recognize and celebrate the District's many accomplishments, contributions, and decades of public service to Contra Costa County;

NOW, THEREFORE, BE IT RESOLVED that the Contra Costa County Board of Supervisors hereby congratulates and honors the Central Contra Costa Sanitary District (Central San) on the occasion of its 80th Anniversary and extends sincere appreciation to its Board, leadership, employees, and community partners for their outstanding service and commitment to the residents of Contra Costa County.

1025 ESCOBAR STREET
MARTINEZ, CA 94553

CONTRA COSTA COUNTY

Staff Report

File #: RES 2026-217 **Agenda Date:** 6/9/2026 **Agenda #:** C.19.

To: **Board of Supervisors**

From: Ken Carlson, District IV Supervisor

Report Title: ADOPT Resolution honoring Valerie Barone on the occasion of her retirement from the City of Concord as City Manager.

☒Recommendation of the County Administrator ☐ Recommendation of Board Committee

RECOMMENDATIONS:
ADOPT Resolution honoring Valerie Barone on the occasion of her retirement from the City of Concord as City Manager.

FISCAL IMPACT:
N/A

BACKGROUND:
See Resolution text.

CONSEQUENCE OF NEGATIVE ACTION:
None.

THE BOARD OF SUPERVISORS OF CONTRA COSTA COUNTY, CALIFORNIA

and for Special Districts, Agencies and Authorities Governed by the Board

IN THE MATTER OF honoring Valerie Barone on the occasion of her retirement from the City of Concord as City Manager, as recommended by Supervisor Carlson and Supervisor Scales-Preston.

WHEREAS, Valerie Barone has devoted 38 years to public service, beginning her career with the U.S. Peace Corps in the Philippines and later serving in key leadership roles across the Bay Area, culminating in her tenure as Assistant City Manager and then City Manager for the City of Concord; and

WHEREAS, throughout her career, Valerie has exemplified integrity, compassion, and a commitment to community, guiding Concord through some of its most challenging periods-including the Great Recession, the elimination of redevelopment, and the COVID-19 pandemic-while restoring fiscal stability and strengthening public trust; and

WHEREAS, under Valerie's leadership, Concord experienced significant improvements to its infrastructure, including the repaving or rehabilitation of nearly every major roadway, stabilization of the pavement condition index, and the creation of a Residential Roadway Maintenance Crew to ensure long-term neighborhood investment; and

WHEREAS, Valerie championed innovative approaches to public safety and service delivery, supporting initiatives such as Drones as First Responders and leading the development of Concord's first Economic Strategic Plan to attract and grow local businesses; and

WHEREAS, Valerie played a crucial role in advancing the redevelopment of the Concord Naval Weapons Station, fostering collaboration with the U.S. Navy and Brookfield Properties to shape one of the region's most transformative future developments; and

WHEREAS, her commitment to collaboration led to the creation of the A3 Community Crisis Response Program, which significantly changed how mental health crises are addressed countywide, reducing police involvement in involuntary mental health holds by 25% and ensuring more compassionate responses for individuals in crisis; and

WHEREAS, Valerie also helped lead the development of Concord's first Homeless Strategic Plan, supporting more than $5 million in community investments and helping hundreds of residents move toward stability, contributing to a 43% reduction in unsheltered homelessness over a two-year period; and

WHEREAS, beyond policy and infrastructure, Valerie has uplifted the heart of the community by championing public art, parks, cultural programming, and beloved traditions-from Music & Market at Todos Santos Plaza to the Creative Concord mural program-fostering a sense of place and pride cherished by residents; and

WHEREAS, Valerie's leadership, resilience, and love for community have left a legacy that will continue to shape Concord and the region for years to come; and

WHEREAS, as she retires in June 2026, we honor not only her accomplishments, but the spirit in which she achieved them-with generosity, wisdom, and a profound belief in the power of partnership.

NOW, THEREFORE, BE IT RESOLVED the Board of Supervisors does hereby honor Valerie Barone for her remarkable service, her enduring impact on the community, and her unwavering commitment to public good.

File #: RES 2026-218 **Agenda Date:** 6/23/2026 **Agenda #:** C.20.

To: Board of Supervisors

From: Thomas Geiger, County Counsel

Report Title: ADOPT Resolution No. 2026- recognizing the retirement of Catherine Beller from Contra Costa County

☒Recommendation of the County Administrator ☐ Recommendation of Board Committee

RECOMMENDATIONS:
ADOPT Resolution recognizing the retirement of Catherine Beller from Contra Costa County, as recommended by the County Counsel.

FISCAL IMPACT:
None.

BACKGROUND:
See Resolution Text

CONSEQUENCE OF NEGATIVE ACTION:
None.

The Board of Supervisors of Contra Costa County, California

IN THE MATTER OF Recognizing the Retirement of Catherine Beller from Contra Costa County

WHEREAS, Catherine Beller graduated from Tufts University with a Bachelor of Fine Arts degree and receiving her law degree from Southwestern University School of Law in 1997; and

WHEREAS, Catherine joined the County Counsel's Office in March 2002 as a contract attorney and was appointed a Deputy County Counsel in the Juvenile Dependency/Conservatorship Division in August 2002; and

WHEREAS, while representing the Public Guardian's Office, Catherine made regular court appearances for statutorily-required hearings, jury trials and bench trials; provided legal advice on the establishment, management, and termination of probate and mental health conservatorships; and acted as a liaison between the Public Guardian, criminal court, and offices of the District Attorney and the Public Defender/Alternate Defender in conservatorship investigations of mentally disordered criminal defendants; and

WHEREAS, Catherine also litigated child abuse and neglect cases on behalf of the Children and Family Services Bureau; and

WHEREAS, in April 2013, Catherine moved to the General Law Division of the County Counsel's Office, where her primary client was the Health Services Department; and

WHEREAS, while representing Health Services, Catherine became an expert in issues involving the Behavioral Health Division, as well as an expert on medical confidentiality and privacy; and

WHEREAS, as both a litigator and advisor, Catherine had the ability to find common ground, move all parties from the emotional to the practical, and to frame potential resolutions of difficult issues in a persuasive way; and

WHEREAS, Catherine's good judgment, excellent interpersonal skills, and strong work ethic were great assets to the County Counsel's Office and the County as a whole; and

WHEREAS, Catherine's presence in the County Counsel's Office will be missed not only for her leadership and commitment to public service, to the office, and to Contra Costa County, but also as a role model, mentor, and friend to all who have worked with her; and

WHEREAS, Catherine has the thanks and gratitude of the entire County Counsel's Office for all she has done

to further the office's mission of providing excellent legal services to its clients and advancing the County's priorities; and

WHEREAS, we are proud to celebrate this professional milestone in Catherine's career, and to honor her and thank her for her leadership and dedicated service to Contra Costa County and the County Counsel's Office.

NOW, THEREFORE, BE IT RESOLVED that the Contra Costa County Board of Supervisors does hereby congratulate Catherine Beller on her retirement and extends its sincerest thanks to Catherine for her 24 years of distinguished service to Contra Costa County.

1025 ESCOBAR STREET
MARTINEZ, CA 94553

CONTRA COSTA COUNTY

Staff Report

File #: 26-2417 **Agenda Date:** 6/9/2026 **Agenda #:** C.21.

To: Board of Supervisors

From: Susan Brajkovic, Director of Risk Management

Report Title: Advisory Council on Equal Employment Opportunity New Member

☒Recommendation of the County Administrator ☐ Recommendation of Board Committee

RECOMMENDATIONS:
APPOINT Melanie Laman to the Advisory Council on Equal Employment Opportunity (ACEEO) Management seat #1 for a term ending on November 30, 2028, as recommended by the EEO Officer.

FISCAL IMPACT:
None

BACKGROUND:

The Board of Supervisors makes appointments to two distinct types of seats on its advisory bodies. The following process will be followed for appointments to these two types of seats: Type 1: Supervisorial District Appointments: Applications may be delivered to either the Clerk of the Board or to the District Supervisor's office. Applications received by a supervisor's office are to be sent to the Clerk of the Board, and a copy is to be retained by the Supervisor's office. The Clerk of the Board will ensure that the Supervisor has a copy of all applications originally filed with the Clerk of the Board.

Type 2: At Large/Countywide Appointments: Applications are sent to the Clerk of the Board. The Clerk of the Board will distribute the applications to the appropriate interviewer. Except for the Planning Commission and the Treasury Oversight Committee, bodies may generally conduct their own interviews of applicants, unless provided direction by a Board Committee. When an advisory body conducts interviews, it will provide its recommendation to a Board Committee for further review, along with all applications received for the applicable seat. In all cases, the Board Committee decides which applicants to nominate for full Board action. The ACEEO falls under Type 2.

CONSEQUENCE OF NEGATIVE ACTION:
The Manager's seat on the ACEEO would become vacant.

Application Form

Profile

Melanie
First Name

Middle Initial

Laman
Last Name

[redacted]
Home Address

Suite or Apt

[redacted]
City

[redacted]
State

[redacted]
Postal Code

[redacted]
Primary Phone

melanie.laman@hrd.cccounty.us
Email Address

District Locator Tool

Resident of Supervisorial District:

None Selected

Contra Costa County
Employer

HR Manager
Job Title

Length of Employment

5 months

Do you work in Contra Costa County?

◉ Yes ○ No

If Yes, in which District do you work?

How long have you lived or worked in Contra Costa County?

Are you a veteran of the U.S. Armed Forces?

○ Yes ◉ No

Board and Interest

Which Boards would you like to apply for?

Advisory Council on Equal Employment Opportunity: Submitted

Seat Name

Manager 1

Have you ever attended a meeting of the advisory board for which you are applying?

◉ Yes ○ No

If Yes, how many meetings have you attended?

2

Education

Select the option that applies to your high school education *

☑ High School Diploma

College/ University A

Name of College Attended

UC Davis

Degree Type / Course of Study / Major

Human Development

Degree Awarded?

○ Yes ◉ No

College/ University B

Name of College Attended

Degree Type / Course of Study / Major

Degree Awarded?

○ Yes ○ No

College/ University C

Name of College Attended

Degree Type / Course of Study / Major

Degree Awarded?

○ Yes ○ No

Other Trainings & Occupational Licenses

Other Training A

Certificate Awarded for Training?

○ Yes ○ No

Other Training B

Certificate Awarded for Training?

○ Yes ○ No

Occupational Licenses Completed:

Qualifications and Volunteer Experience

Please explain why you would like to serve on this particular board, commitee, or commission.

I was asked by my supervisor to participate in this committee. Through my work in HR, I have had the opportunity to collaborate on a variety of projects and initiatives that I believe will help me contribute in a valuable way to the committee. These experiences have reinforced my belief in the value of equitable employment practices and my ability to contribute meaningfully to the Council's mission

Describe your qualifications for this appointment. (NOTE: you may also include a copy of your resume with this application)

HR Manager Contra Costa County: December 2025-Present HR Director (Manager III) City and County of San Francisco: 2022-2025 Principal HR Analyst, City and County of San Francisco: 2017-2022 Senior HR Analyst, City and County of San Francisco: 2009-2017

Upload a Resume

Would you like to be considered for appointment to other advisory bodies for which you may be qualified?

○ Yes ◉ No

Do you have any obligations that might affect your attendance at scheduled meetings?

○ Yes ◉ No

If Yes, please explain:

Are you currently or have you ever been appointed to a Contra Costa County advisory board?

○ Yes ◉ No

If Yes, please list the Contra Costa County advisory board(s) on which you are currently serving:

If Yes, please also list the Contra Costa County advisory board(s) on which you have previously served:

List any volunteer or community experience, including any advisory boards on which you have served.

Conflict of Interest and Certification

Do you have a familial or financial relationship with a member of the Board of Supervisors? (Please refer to the relationships listed under the "Important Information" section below or Resolution No. 2021/234)

○ Yes ◉ No

If Yes, please identify the nature of the relationship:

Do you have any financial relationships with the County such as grants, contracts, or other economic relationships?

○ Yes ◉ No

If Yes, please identify the nature of the relationship:

Please Agree with the Following Statement

I CERTIFY that the statements made by me in this application are true, complete, and correct to the best of my knowledge and belief, and are made in good faith. I acknowledge and undersand that all information in this application is publicly accessible. I understand that misstatements and/or omissions of material fact may cause forfeiture of my rights to serve on a board, committee, or commission in Contra Costa County.

☑ I Agree

Important Information

1. This application and any attachments you provide to it is a public document and is subject to the California Public Records Act (CA Government Code §6250-6270).
2. All members of appointed bodies are required to take the advisory body training provided by Contra Costa County.
3. Members of certain boards, commissions, and committees may be required to: (1) file a Statement of Economic Interest Form also known as a Form 700, and (2) complete the State Ethics Training Course as required by AB 1234.
4. Meetings may be held in various locations and some locations may not be accessible by public transportation.
5. Meeting dates and times are subject to change and may occur up to two (2) days per month.
6. Some boards, committees, or commissions may assign members to subcommittees or work groups which may require an additional commitment of time.
7. As indicated in Board Resolution 2021/234, a person will not be eligible for appointment if he/she is related to a Board of Supervisors' member in any of the following relationships:
   (1) Mother, father, son, and daughter;
   (2) Brother, sister, grandmother, grandfather, grandson, and granddaughter;
   (3) Husband, wife, father-in-law, mother-in-law, son-in-law, daughter-in-law, stepson, and stepdaughter;
   (4) Registered domestic partner, pursuant to California Family Code section 297;
   (5) The relatives, as defined in 1 and 2 above, for a registered domestic partner;
   (6) Any person with whom a Board Member shares a financial interest as defined in the Political Reform Act (Gov't Code §87103, Financial Interest), such as a business partner or business associate.

1025 ESCOBAR STREET
MARTINEZ, CA 94553

CONTRA COSTA COUNTY

Staff Report

File #: 26-2418 **Agenda Date:** 6/9/2026 **Agenda #:** C.22.

To: Board of Supervisors

From: Susan Brajkovic, Director of Risk Management

Report Title: Advisory Council on Equal Employment Opportunity Appointment

☒Recommendation of the County Administrator ☐ Recommendation of Board Committee

RECOMMENDATIONS:
APPOINT Jose Merlos to the Advisory Council on Equal Employment Opportunity (ACEEO) Veteran's seat for a term ending on November 30, 2027, as recommended by the Equity Committee

FISCAL IMPACT:
None

BACKGROUND:
The Board of Supervisors makes appointments to two distinct types of seats on its advisory bodies. The following process will be followed for appointments to these two types of seats: Type 1: Supervisorial District Appointments: Applications may be delivered to either the Clerk of the Board or to the District Supervisor's office. Applications received by a Supervisor's office are to be sent to the Clerk of the Board, and a copy is to be retained by the Supervisor's office. The Clerk of the Board will ensure that the Supervisor has a copy of all applications originally filed with the Clerk of the Board.

Type 2: At Large/Countywide Appointments: Applications are sent to the Clerk of the Board. The Clerk of the Board will distribute the applications to the appropriate interviewer. Except for the Planning Commission and the Treasury Oversight Committee, bodies may generally conduct their own interviews of applicants, unless provided direction by a Board Committee. When an advisory body conducts interviews, it will provide its recommendation to a Board Committee for further review, along with all applications received for the applicable seat. In all cases, the Board Committee decides which applicants to nominate for full Board action. The ACEEO falls under Type 2.

CONSEQUENCE OF NEGATIVE ACTION:
The seat will not be filled.

Application Form

Profile

Jose
First Name

Middle Initial

Merlos
Last Name

[redacted]
Home Address

Suite or Apt

[redacted]
City

[redacted]
State

[redacted]
Postal Code

[redacted]
Primary Phone

jmerlos@ehsd.cccounty.us
Email Address

District Locator Tool

Resident of Supervisorial District:

None Selected

Contra Costa County
Employer

Departmental Human Resources Supervisor
Job Title

Length of Employment

Do you work in Contra Costa County?

◉ Yes ○ No

If Yes, in which District do you work?

How long have you lived or worked in Contra Costa County?

5 Years lived / 1.5 years worked

Are you a veteran of the U.S. Armed Forces?

◉ Yes ○ No

Board and Interest

Which Boards would you like to apply for?

Advisory Council on Equal Employment Opportunity: Submitted

Seat Name

Veteran Seat

Have you ever attended a meeting of the advisory board for which you are applying?

◉ Yes ○ No

If Yes, how many meetings have you attended?

1

Education

Select the option that applies to your high school education *

☑ None of the above

College/ University A

Name of College Attended

Golden Gate University

Degree Type / Course of Study / Major

Masters of Science / Human Resources Management

Degree Awarded?

◉ Yes ○ No

College/ University B

Name of College Attended

Degree Type / Course of Study / Major

Degree Awarded?

○ Yes ○ No

College/ University C

Name of College Attended

Degree Type / Course of Study / Major

Degree Awarded?

○ Yes ○ No

Other Trainings & Occupational Licenses

Other Training A

Certificate Awarded for Training?

○ Yes ○ No

Other Training B

Certificate Awarded for Training?

○ Yes ○ No

Occupational Licenses Completed:

Qualifications and Volunteer Experience

Please explain why you would like to serve on this particular board, commitee, or commission.

I am a Veteran in the community that has gained employment through Cities and Counties utilizing my veteran benefits and would like to serve on the ACEEO to ensure that we are actively thinking about how we can employ veterans in the community.

Describe your qualifications for this appointment. (NOTE: you may also include a copy of your resume with this application)

Served in the Army Reserves as a Human Resources Specialist for 7.5 years, including 5 years of active service. I have since transitioned to the Navy Reserves, where I have been for the past 3 years.

Upload a Resume

Would you like to be considered for appointment to other advisory bodies for which you may be qualified?

○ Yes ◉ No

Do you have any obligations that might affect your attendance at scheduled meetings?

○ Yes ◉ No

If Yes, please explain:

Are you currently or have you ever been appointed to a Contra Costa County advisory board?

○ Yes ○ No

If Yes, please list the Contra Costa County advisory board(s) on which you are currently serving:

If Yes, please also list the Contra Costa County advisory board(s) on which you have previously served:

List any volunteer or community experience, including any advisory boards on which you have served.

Conflict of Interest and Certification

Do you have a familial or financial relationship with a member of the Board of Supervisors? (Please refer to the relationships listed under the "Important Information" section below or Resolution No. 2021/234)

○ Yes ◉ No

If Yes, please identify the nature of the relationship:

Do you have any financial relationships with the County such as grants, contracts, or other economic relationships?

○ Yes ◉ No

If Yes, please identify the nature of the relationship:

Please Agree with the Following Statement

I CERTIFY that the statements made by me in this application are true, complete, and correct to the best of my knowledge and belief, and are made in good faith. I acknowledge and undersand that all information in this application is publicly accessible. I understand that misstatements and/or omissions of material fact may cause forfeiture of my rights to serve on a board, committee, or commission in Contra Costa County.

☑ I Agree

Important Information

1. This application and any attachments you provide to it is a public document and is subject to the California Public Records Act (CA Government Code §6250-6270).
2. All members of appointed bodies are required to take the advisory body training provided by Contra Costa County.
3. Members of certain boards, commissions, and committees may be required to: (1) file a Statement of Economic Interest Form also known as a Form 700, and (2) complete the State Ethics Training Course as required by AB 1234.
4. Meetings may be held in various locations and some locations may not be accessible by public transportation.
5. Meeting dates and times are subject to change and may occur up to two (2) days per month.
6. Some boards, committees, or commissions may assign members to subcommittees or work groups which may require an additional commitment of time.
7. As indicated in Board Resolution 2021/234, a person will not be eligible for appointment if he/she is related to a Board of Supervisors' member in any of the following relationships:
   (1) Mother, father, son, and daughter;
   (2) Brother, sister, grandmother, grandfather, grandson, and granddaughter;
   (3) Husband, wife, father-in-law, mother-in-law, son-in-law, daughter-in-law, stepson, and stepdaughter;
   (4) Registered domestic partner, pursuant to California Family Code section 297;
   (5) The relatives, as defined in 1 and 2 above, for a registered domestic partner;
   (6) Any person with whom a Board Member shares a financial interest as defined in the Political Reform Act (Gov't Code §87103, Financial Interest), such as a business partner or business associate.

Contact

[redacted]

www.linkedin.com/in/mrmerlos (LinkedIn)

Top Skills

Project Planning
Program Management
Labor Relations

Languages

Spanish (Limited Working)

Certifications

Critical Thinking for Better Judgment and Decision-Making
Embracing Unexpected Change
Building Resilience
Developing Your Emotional Intelligence
Communication Foundations

Jose Merlos, M.S, PSHRA-SCP

Human Resources Supervisor | Army Veteran | MS in Human Resources Management
Concord, California, United States

Experience

Contra Costa County
1 year 9 months

Departmental Human Resources Supervisor
August 2025 - Present (6 months)

Departmental Human Resource Analyst II
November 2024 - August 2025 (10 months)

I provide consultation to departmental staff on personnel practices, policies, and procedures, offering guidance on Personnel Management Regulations, Administrative Bulletins, and related materials. I assist in developing new policies and procedures and conduct compensation and classification analyses, recommending salary adjustments and position allocations. I prepare resolutions and board orders for the Board of Supervisors and may handle fiscal and organizational analyses. I investigate employee grievances, represent the department in grievance processes, and advise on performance and discipline issues, including preparing disciplinary documents and potentially serving as a Skelly hearing officer. I work with County Counsel on arbitrations, mediations, and legal proceedings, and address employee discrimination and harassment complaints. I also administer departmental reassignments and temporary upgrades, review personnel transactions, and conduct training and orientations. If authorized, I plan and manage recruitment and selection processes, evaluate leave of absence and ADA accommodation requests, coordinate return-to-work and worker's compensation programs, and may develop and implement the department's safety program.

Departmental Human Resource Analyst I
May 2024 - November 2024 (7 months)
Martinez, California, United States

I provide consultation to departmental staff on personnel practices, policies, and procedures, offering guidance on Personnel Management Regulations, Administrative Bulletins, and related materials. I assist in developing new policies and procedures and conduct compensation and classification analyses, recommending salary adjustments and position allocations. I

prepare resolutions and board orders for the Board of Supervisors and may handle fiscal and organizational analyses. I investigate employee grievances, represent the department in grievance processes, and advise on performance and discipline issues, including preparing disciplinary documents and potentially serving as a Skelly hearing officer. I work with County Counsel on arbitrations, mediations, and legal proceedings, and address employee discrimination and harassment complaints. I also administer departmental reassignments and temporary upgrades, review personnel transactions, and conduct training and orientations. If authorized, I plan and manage recruitment and selection processes, evaluate leave of absence and ADA accommodation requests, coordinate return-to-work and worker's compensation programs, and may develop and implement the department's safety program.

U.S. Navy Reserve

Sailor

May 2023 - Present (2 years 9 months)

California, United States

City of Oakland

1 year 4 months

Human Resource Analyst

June 2023 - May 2024 (1 year)

Oakland, California, United States

As an HR Subject Matter Expert, provide guidance and direction to achieve City objectives aligned with its vision and priorities. Develop recruitment plans, prepare announcements and employment advertising, and attend job fairs to promote City job opportunities. Administer the examination process, conduct job analyses, design selection procedures, evaluate applications, and administer tests and assessments. Perform statistical analysis of examination results.

Interpret and apply the City Charter, Administrative Instructions, Memoranda of Understanding, and relevant laws to clarify content and advise stakeholders. Provide information and advice to applicants and the public on employment opportunities and examination procedures. Communicate personnel policies, procedures, wage rates, and labor contract provisions.

Conduct research, prepare reports, and collaborate with HR staff and City representatives to address operational problems. Perform classification studies, review questionnaires, and recommend changes. Discuss and update

classification specifications with department representatives and employee organizations.

Gather, tabulate, and analyze survey data for compensation plans. Respond to internal and external survey requests, prepare amendments to the Salary Ordinance, and analyze salary and benefits data. Evaluate examination and classification protests, formulate responses, and assist in presenting findings at meetings and committees.

Conduct preliminary research for labor negotiations, analyze labor proposals, and provide classification expertise. Develop and deliver training programs on various topics, utilizing software applications and electronic devices. Create brochures and materials. Facilitate new employee orientations, evaluate consultant programs, and coordinate training schedules.

May supervise administrative and paraprofessional staff. Cultivate positive working relationships with managers, supervisors, and employees.

Assistant Human Resource Analyst

February 2023 - June 2023 (5 months)

• Assist in the preparation of recruitment announcements, employment advertising and other recruitment materials; attends job fairs and other events to publicize City job opportunities.

• Assist in administration of the examination process, including conducting job analyses, the evaluation of employment applications, development of examination schedules, administration and evaluation of oral, written, physical ability, and performance examinations.

• Perform basic statistical analysis of examination results.

• Provide information to employment applicants and the general public concerning employment opportunities and examination procedures.

• Provide information concerning personnel policies, procedures, wage rates and terms of labor contracts to departmental personnel.

• Learn Administrative Instructions, Memoranda of Understanding, Salary Ordinance, Personnel Manual, and reference materials related to recruitment, testing, and classification to be able to clarify content when requested.

• Assist in conducting classification studies, including job analysis and job audits, review position description questionnaires and make recommendations based on analysis of results.

• Assist in preparing and revising classification specifications, and the creation of new classification specifications, and participating in meet and confer with employee organizations when required in order to keep the classification plan current.

• Assist in gathering, tabulating, and analyzing salary and other survey data required in order to maintain or revise the compensation plan.

• Assist in preparing research for labor negotiations, including conducting wage, benefit and working condition surveys, and analyzing labor proposals.

• Assist in the development and presentation of training programs, workshops and retreats for city personnel.

• Assist in developing brochures and training materials.

• Assign and direct the work of clerical and technical staff.

United States Army Reserve
7 years 8 months

Human Resources Specialist
November 2015 - June 2023 (7 years 8 months)
Concord, California, United States

• Provide comprehensive support in the management of human resources operations, personnel actions, and administrative functions for a diverse military population.

• Effectively utilize HR systems and software to process and maintain accurate personnel records, ensuring compliance with organizational policies and regulations.

• Conduct thorough reviews of personnel files, ensuring completeness and accuracy of documentation, and promptly addressing any discrepancies.

• Collaborate with military leaders and personnel to facilitate the timely and accurate processing of personnel actions such as promotions, transfers, separations, and retirements.

• Serve as the primary point of contact for inquiries regarding personnel policies, benefits, and entitlements, promptly addressing concerns and providing guidance to individuals.

• Conduct interviews and gather necessary information to assist in the resolution of personnel-related issues, demonstrating excellent communication and interpersonal skills.

• Assist in the development and implementation of training programs related to human resources policies, procedures, and systems, ensuring understanding and compliance throughout the organization.

• Maintain confidentiality and handle sensitive information with utmost professionalism, adhering to security protocols and regulations.

• Prepare and deliver presentations and briefings on human resources topics to military personnel and organizational leaders, effectively conveying complex information in a clear and concise manner.

Watercraft Operator

November 2015 - August 2019 (3 years 10 months)

Tacoma, Washington, United States

• Operate and maintain various types of watercraft, including landing craft, tugboats, and amphibious vehicles, in support of military operations and training exercises.

• Navigate waterways, harbors, and coastal areas utilizing navigational aids, charts, and radar systems, ensuring the safe and efficient transportation of personnel, equipment, and supplies.

• Perform pre- and post-operation inspections on watercraft to ensure proper functionality, identifying and addressing any mechanical issues to prevent operational delays or safety hazards.

• Coordinate with team members and military personnel to plan and execute watercraft operations, ensuring adherence to established procedures and protocols.

• Assist in the loading and unloading of cargo, equipment, and personnel onto and off of watercraft, employing proper lifting and securing techniques to prevent damage or accidents.

• Maintain accurate logs and records of watercraft operations, including fuel consumption, maintenance activities, and voyage reports, ensuring compliance with regulatory requirements.

• Conduct routine maintenance and minor repairs on watercraft, performing tasks such as changing filters, lubricating machinery, and replacing worn or damaged parts.

• Provide training and guidance to junior watercraft operators, sharing best practices, safety procedures, and operational techniques to enhance the team's overall performance.

• Respond to emergency situations, including search and rescue missions and disaster relief efforts, demonstrating quick thinking, adaptability, and effective decision-making skills.

• Collaborate with other military units and external agencies during joint operations, fostering positive working relationships and effective communication for mission success.

Military Ocean Terminal

Harbor Training and Development/ Maintenance NCO

March 2021 - March 2023 (2 years 1 month)

Concord, California, United States

In my role as Harbor Maintenance NCO and Harbor Training Officer, I specialized in developing and delivering comprehensive training programs and leadership support for the Harbor Patrol Division. My responsibilities included:

Training Development & Delivery: Designed, developed, and implemented training programs and standard operating procedures (SOPs) for the Harbor Patrol and the MOTCO Police Department. Focused on key areas including

INFOSEC, PERSEC, OPSEC, antiterrorism/Force Protection (AT/FP), and physical security.

Leadership & Mentoring: Provided leadership and guidance to team members, enhancing their decision-making and operational skills. Managed human resources support, including training and development of personnel to ensure high performance and readiness.

Security Training: Utilized state-of-the-art physical security equipment to train personnel in protecting national security assets against a range of threats, including waterborne and vehicle-borne risks.

Policy & Procedure Development: Researched, authored, and updated policies and training guidance related to security functions and operations. Created detailed impact statements and revisions to training materials and SOPs to maintain high standards for patrol boats and vehicles.

Committee Participation: Actively engaged in antiterrorism committees and fusion cells, contributing to the protection of critical resources such as arms, ammunition, explosives, and classified materials transported via rail, ship, or vehicle.

My role encompassed a blend of strategic training development and hands-on security management, ensuring that all personnel were equipped with the knowledge and skills necessary to perform their duties effectively and uphold the highest standards of security and safety.

Premiere Real Estate Partner
Real Estate Broker
December 2019 - March 2021 (1 year 4 months)
Lakewood, Washington, United States

Served as a Real Estate Agent with Premier Real Estate Partner, providing market surveys, site inspections, cost analysis for real estate transactions, monitoring lease transactions and provide technical advice and direction for home buyers.

Conduct complex real estate transactions, such as acquisitions in fee simple, easement, by lease, including long-term leases, or leases that deviate from standard. Prepare documents, conduct record researches, and manage data

to support those activities. Prepare real estate documents to provide for third party uses including leases, licenses, and easements.

US Army
Executive Assistant
March 2020 - December 2020 (10 months)
Kuwait

Served as an Executive Administrative Support Specialist within the Area Support Group-Kuwait COMMAND GROUP (ASG-KU CMD GRP), providing administrative, clerical, and budget support that consists of using a wide variety of processes and methods.

Recommended changes to administrative policies for consideration, often affecting the orderly and efficient flow of transactions with levels up to Department of Defense (DOD) and Foreign Governments. Independently oversee daily administrative and office operations. Compose non-technical correspondence based on unwritten policies, precedents, and practices. Personal contacts are frequently with ASG-KU staff, officials from other US military entities, DA & contractors. Coordinate the administrative work of the supervisor to ensure conformity with schedules and policy requirements.

Independently make decisions that effect changes in the administration of daily office activities. Write internal policies for handling overall registry matters, following guidance and directives. Respond to inquiries and administrative concerns/problems. Prioritize and coordinate responses to inquiries that are of a one time and information sensitive nature. Ensure correspondence and reports are processed correctly and expeditiously. Develop, monitor, and track taskers. Collect and maintain data for future retrieval.

Maintain office calendars and appointment/meeting schedules, and arrange meetings for Command staff. Periodically attend Staff Meetings and accurately document minutes. Follow up on staff requirements and commitments and/or arrange the schedule of visits of foreign representatives, coordinating closely with the security section leader. Produce correspondence, technical reports, briefings, tables, forms, and graphs using Microsoft Office automation systems such as Word, Excel, PowerPoint, and Adobe graphic software.

Perform other duties as assigned.

WINDERMERE PROFESSIONAL PARTNERS

Realtor
October 2019 - December 2019 (3 months)
Tacoma Washington

Served as a Real Estate Agent with Premier Real Estate Partner, providing market surveys, site inspections, cost analysis for real estate transactions, monitoring lease transactions and provide technical advice and direction for home buyers.

Conduct complex real estate transactions, such as acquisitions in fee simple, easement, by lease, including long-term leases, or leases that deviate from standard. Prepare documents, conduct record researches, and manage data to support those activities. Prepare real estate documents to provide for third party uses including leases, licenses, and easements.

Military Ocean Terminal
Security Guard
August 2018 - August 2019 (1 year 1 month)
Concord, California, United States

Served as a Security Guard for the 834th Transportation Battalion. Performed a variety of security competencies such as: patrol boat and patrol operations; waterside, rail and ammunition security; access control, static patrol and port security.

Received and applied instructions and training in the application of federal regulations, state regulations, DOD and Army regulations, security procedures, laws, guard orders, vehicle operations, boat operations, basic first aid.

Performed security guard duties in accordance with appropriate regulations to detect and prevent theft, damage, pilferage, accident, trespass, sabotage and espionage and to enforce the security and safety regulations of the terminal.

Control access of vehicles, pedestrians, boats, railcars and aircraft/drone access to the terminal.

Verified identification through use of identification cards, badges, biometrics, automated records, vehicle decals and placards, verbal questioning and other means to ascertain access requirements.
Guarded and protected federally owned property, buildings and equipment against trespass, theft, fire, and accidental or willful damage or destruction.

Monitored access to premises by verifying authorization using locally established badging systems that act as checks and balances on one another to eliminate a breach opportunity.

Performed vehicular patrol in restricted and administrative areas of the installation and on harbor patrol watercraft providing security measures for personnel, ships/boats and trains entering the Terminal.

Education

Golden Gate University

Master of Science - MS, Human Resources Management · (May 2023 - December 2023)

Colorado State University Global

Graduate Certificate, Human Resources Management/Personnel Administration, General · (December 2022 - June 2023)

Colorado State University Global

Bachelor of Science - BS, Business Administration, Management and Operations · (2021 - 2022)

International Sports Sciences Association College of Exercise Science

Associate of Science - AS, Kinesiology and Exercise Science · (2020 - 2021)

Clover Park High School

High School Diploma, High School/Secondary Diplomas and Certificates · (2013 - 2017)

1025 ESCOBAR STREET
MARTINEZ, CA 94553

CONTRA COSTA COUNTY

Staff Report

File #: 26-2419 **Agenda Date:** 6/9/2026 **Agenda #:** C.23.

To: Board of Supervisors

From: Kendra Carr & Peter Kim, Co-Directors Office of Racial Equity and Social Justice

Report Title: APPOINTMENT to vacant seat on the Transitional Community Advisory Board

☐Recommendation of the County Administrator ☒ Recommendation of Board Committee

RECOMMENDATIONS:
APPOINT Antwanisha Hicks to the vacant member seat on the Transitional Community Advisory Board, as recommended by the Equity Committee.

FISCAL IMPACT:
None

BACKGROUND:
On 8/12/25, the Board of Supervisors (BOS) approved the final implementation plan for the African American Holistic Wellness and Resource Hub (AAHWRH). At that time, the BOS approved the establishment of the Transitional Community Advisory Board (TCAB) for AAHWRH. TCAB's task is to review and provide feedback on the eligibility and selection criteria for: (1) the Implementation Lead entity; (2) the Executive Director; (3) the Board of Directors; (4) the Community Council. The advisory body will also support the outreach and recruitment efforts for interested and qualified candidates for all positions and roles described above. Members of the Body appointed by the Board of Supervisors shall serve until the TCAB sunsets its operations, tentatively scheduled for January 2027.

On 10/21/25, item C.14, the BOS approved the appointment of thirteen (13) community members to the TCAB. A vacancy occurred with the resignation of Dr. LeJon Payne, which was posted by the Clerk of the Board on 4/27/26, item C.15. Subsequently, the TCAB Chair and Vice Chair recommended moving Antwanisha Hicks from an alternate seat to a member seat. The Equity Committee approved the TCAB recommendation of Antwanisha Hicks for the vacant member seat.

This action is to approve the appointment to the seat.

CONSEQUENCE OF NEGATIVE ACTION:
If action is not approved, the seat will remain vacant on the Transitional Community Advisory Board which may impact quorum.

Application Form

Profile

Antwanisha
First Name

S
Middle Initial

Hicks
Last Name

[redacted]
Home Address

78
Suite or Apt

Antioch
City

CA
State

94509
Postal Code

[redacted]
Primary Phone

[redacted]
Email Address

District Locator Tool

Resident of Supervisorial District:

☑ District 5

Vistability
Employer

Community Vocational Specialist
Job Title

Length of Employment

2 years

Do you work in Contra Costa County?

◉ Yes ○ No

If Yes, in which District do you work?

3

How long have you lived or worked in Contra Costa County?

8 years

Are you a veteran of the U.S. Armed Forces?

◉ Yes ○ No

Board and Interest

Which Boards would you like to apply for?

African American Holistic Wellness and Resource Hub Transitional Community Advisory Board: Submitted

Seat Name

Have you ever attended a meeting of the advisory board for which you are applying?

○ Yes ◉ No

If Yes, how many meetings have you attended?

Education

Select the option that applies to your high school education *

☑ High School Diploma

College/ University A

Name of College Attended

Los Medanos Community College

Degree Type / Course of Study / Major

Associates of Behavioral Health

Degree Awarded?

◉ Yes ○ No

College/ University B

Name of College Attended

California State University Sacramento

Degree Type / Course of Study / Major

Bachelors of Social Work

Degree Awarded?

○ Yes ◉ No

College/ University C

Name of College Attended

Degree Type / Course of Study / Major

Degree Awarded?

○ Yes ○ No

Other Trainings & Occupational Licenses

Other Training A

Direct Support for Professionals

Certificate Awarded for Training?

(•) Yes ( ) No

Other Training B

Centered Person Decisions

Certificate Awarded for Training?

(•) Yes ( ) No

Occupational Licenses Completed:

Qualifications and Volunteer Experience

Please explain why you would like to serve on this particular board, commitee, or commission.

I' am passionate about building more connected communities, and believe that wellness should be approached holistically, mind body and soul. Serving on this board would allow me to contribute my experience in social services, community engagement, advocacy to support initiatives that impact the well being of my community. I would like to be a part of a team that creates safe, inclusive spaces, and meaningful programs that empower individuals. Joining this board aligns with my passions, values, and professional goals to uplift community.

Describe your qualifications for this appointment. (NOTE: you may also include a copy of your resume with this application)

I bring a strong background in social services, community outreach, and wellness programs. My job in in social services has equipped me with training in client support, crisis response and advocacy to improve community outcomes. In addition I actively volunteer at my local food bank and Antioch's Senior Center to support seniors on local trips. I also host and organize women's faith based workshops, that focus on building community and women empowerment. Together, my social work training, community service at food banks, senior center and experience creating wellness spaces position me to to contribute thoughtfully and creatively as a board member.

Upload a Resume

Would you like to be considered for appointment to other advisory bodies for which you may be qualified?

(•) Yes ( ) No

Do you have any obligations that might affect your attendance at scheduled meetings?

○ Yes ◉ No

If Yes, please explain:

Work from 8-3pm

Are you currently or have you ever been appointed to a Contra Costa County advisory board?

○ Yes ◉ No

If Yes, please list the Contra Costa County advisory board(s) on which you are currently serving:

If Yes, please also list the Contra Costa County advisory board(s) on which you have previously served:

List any volunteer or community experience, including any advisory boards on which you have served.

Contra Costa Food Bank Fishes of Loaves Antioch Senior Center New Destiny Pittsburg

Conflict of Interest and Certification

Do you have a familial or financial relationship with a member of the Board of Supervisors? (Please refer to the relationships listed under the "Important Information" section below or Resolution No. 2021/234)

○ Yes ◉ No

If Yes, please identify the nature of the relationship:

Do you have any financial relationships with the County such as grants, contracts, or other economic relationships?

○ Yes ◉ No

If Yes, please identify the nature of the relationship:

Please Agree with the Following Statement

I CERTIFY that the statements made by me in this application are true, complete, and correct to the best of my knowledge and belief, and are made in good faith. I acknowledge and undersand that all information in this application is publicly accessible. I understand that misstatements and/or omissions of material fact may cause forfeiture of my rights to serve on a board, committee, or commission in Contra Costa County.

☑ I Agree

Important Information

1. This application and any attachments you provide to it is a public document and is subject to the California Public Records Act (CA Government Code §6250-6270).
2. All members of appointed bodies are required to take the advisory body training provided by Contra Costa County.
3. Members of certain boards, commissions, and committees may be required to: (1) file a Statement of Economic Interest Form also known as a Form 700, and (2) complete the State Ethics Training Course as required by AB 1234.
4. Meetings may be held in various locations and some locations may not be accessible by public transportation.
5. Meeting dates and times are subject to change and may occur up to two (2) days per month.
6. Some boards, committees, or commissions may assign members to subcommittees or work groups which may require an additional commitment of time.
7. As indicated in Board Resolution 2021/234, a person will not be eligible for appointment if he/she is related to a Board of Supervisors' member in any of the following relationships:
   (1) Mother, father, son, and daughter;
   (2) Brother, sister, grandmother, grandfather, grandson, and granddaughter;
   (3) Husband, wife, father-in-law, mother-in-law, son-in-law, daughter-in-law, stepson, and stepdaughter;
   (4) Registered domestic partner, pursuant to California Family Code section 297;
   (5) The relatives, as defined in 1 and 2 above, for a registered domestic partner;
   (6) Any person with whom a Board Member shares a financial interest as defined in the Political Reform Act (Gov't Code §87103, Financial Interest), such as a business partner or business associate.

1025 ESCOBAR STREET
MARTINEZ, CA 94553

CONTRA COSTA COUNTY

Staff Report

File #: 26-2420 **Agenda Date:** 6/9/2026 **Agenda #:** C.24.

To: Board of Supervisors

From: Family & Human Services Committee

Report Title: Appointments to the Contra Costa Commission for Women and Girls

☐Recommendation of the County Administrator ☒ Recommendation of Board Committee

RECOMMENDATIONS:
APPOINT Kimberly Mahoney to the At-Large #7 Seat with a term expiring February 28, 2029, on the Commission for Women and Girls, as recommended by the Family and Human Services Committee.

FISCAL IMPACT:
There is no fiscal impact for this action.

BACKGROUND:
On January 7, 2020, the Board of Supervisors adopted Resolution No. 2020/1 adopting policy amendments governing appointments to boards, committees, and commissions that are advisory to the Board of Supervisors. Included in this resolution was a requirement that applications for at large/countywide seats be reviewed by a Board of Supervisors committee.

The Contra Costa Commission for Women and Girls (CCCWG) was formed to educate the community and advise the Contra Costa County Board of Supervisors on issues relating to the changing social and economic conditions of women in the County, with particular emphasis on the economically disadvantaged. The Commission's mission is, "to improve the economic status, social welfare, and overall quality of life for women in Contra Costa County."

The Commission consists of 15 members and one Alternate At-Large member including: five district representatives (one from each supervisorial district), ten At-Large members, and one Alternate. The five district representatives are nominated for a four year term by each member of the Board of Supervisors. The ten At-Large members and the one alternate are nominated by the CCCWG Membership Committee and forwarded to the full CCCWG. The full CCCWG then makes appointment recommendations to the Family and Human Services Committee. All Commission seat terms are for a period of four (4) years with staggered expiration dates.

At the May 11, 2026, Family and Human Services Meeting, the Committee approved the appointment of Kimberly Mahoney to the At-Large #7 Seat with a term expiring February 28, 2029 on the Contra Costa Commission for Women and Girls

CONSEQUENCE OF NEGATIVE ACTION:
Failure to appoint and reappoint members is likely to reduce public participation in advising policy development.

Contra Costa Commission for Women and Girls
Roster

Seat/Position	Name	Term begins	Term ends		City
District I	Joey Smith	3/1/2023	2/28/2027		Richmond
District II	Marilyn Cachola Lucey	3/1/2023	2/28/2027		Alamo
District III	(vacant)		2/28/2030		
District IV	(vacant)		2/28/2030		
District V	Nakenya Allen	3/17/2026	2/28/2029		Martinez
At Large 1	(vacant- pending 5/12 BOS declaration)		2/28/2029		
At Large 2	Jennifer Rizzo	3/1/2025	2/28/2029		Danville
At Large 3	(vacant)	10/8/2024	2/28/2027		
At Large 4	Shruti Adusumilli	4/27/2026	2/28/2029		San Ramon
At Large 5	Tamara Peterson	4/27/2026	2/28/2030		Concord
At Large 6	Sonya Bates	4/27/2026	2/28/2030		Pittsburg
At Large 7	(Kimberly Mahoney - pending)		2/28/2029		Antioch
At Large 8	(vacant)		2/28/2027		
At Large 9	Christy Lam-Julian	6/4/2024	2/28/2027		Pinole
At Large 10	Destiny Briscoe	3/31/2026	2/28/2030		Pittsburg
Alternate At Large	Sherina Criswell	4/27/2026	2/28/2030		Concord

Revised: 5/4/2026

Application Form

Profile

Kimberly
First Name

Middle Initial

Mahoney
Last Name

[redacted]
Home Address

Suite or Apt

Antioch
City

CA
State

94531
Postal Code

[redacted]
Primary Phone

[redacted]
Email Address

District Locator Tool

Resident of Supervisorial District:

☑ District 3

BART
Employer

Operations Manager
Job Title

Length of Employment

30 yrs

Do you work in Contra Costa County?

○ Yes ◉ No

If Yes, in which District do you work?

How long have you lived or worked in Contra Costa County?

50+ yrs

Are you a veteran of the U.S. Armed Forces?

○ Yes ◉ No

Board and Interest

Which Boards would you like to apply for?

Contra Costa Commission for Women and Girls: Submitted

Seat Name

Have you ever attended a meeting of the advisory board for which you are applying?

◉ Yes ○ No

If Yes, how many meetings have you attended?

4

Education

Select the option that applies to your high school education *

☑ High School Diploma

College/ University A

Name of College Attended

San Jose State

Degree Type / Course of Study / Major

MS/Transportation

Degree Awarded?

◉ Yes ○ No

College/ University B

Name of College Attended

University of Phoenix

Degree Type / Course of Study / Major

MBA

Degree Awarded?

◉ Yes ○ No

College/ University C

Name of College Attended

CSU East Bay

Degree Type / Course of Study / Major

BA/Liberal Arts-Poli Sci

Degree Awarded?

◉ Yes ○ No

Other Trainings & Occupational Licenses

Other Training A

Certificate Awarded for Training?

○ Yes ○ No

Other Training B

Certificate Awarded for Training?

○ Yes ○ No

Occupational Licenses Completed:

Qualifications and Volunteer Experience

Please explain why you would like to serve on this particular board, commitee, or commission.

Currently serve in the community with NCNW Alameda County Section where our organization advocates and empowers women and girls. The goals of my current organization and the commission intersect. It is my hope to be partners in advancing our goals together.

Describe your qualifications for this appointment. (NOTE: you may also include a copy of your resume with this application)

My education and years as a public servant with BART, Alameda County Probation and prior work for Contra Costa County. In addition I work with women and girls at my church Mt. Calvary Baptist Church for events and outreach when needed.

Upload a Resume

Would you like to be considered for appointment to other advisory bodies for which you may be qualified?

◉ Yes ○ No

Do you have any obligations that might affect your attendance at scheduled meetings?

○ Yes ◉ No

If Yes, please explain:

Are you currently or have you ever been appointed to a Contra Costa County advisory board?

○ Yes ◉ No

If Yes, please list the Contra Costa County advisory board(s) on which you are currently serving:

If Yes, please also list the Contra Costa County advisory board(s) on which you have previously served:

List any volunteer or community experience, including any advisory boards on which you have served.

Conflict of Interest and Certification

Do you have a familial or financial relationship with a member of the Board of Supervisors? (Please refer to the relationships listed under the "Important Information" section below or Resolution No. 2021/234)

○ Yes ◉ No

If Yes, please identify the nature of the relationship:

Do you have any financial relationships with the County such as grants, contracts, or other economic relationships?

○ Yes ◉ No

If Yes, please identify the nature of the relationship:

Please Agree with the Following Statement

I CERTIFY that the statements made by me in this application are true, complete, and correct to the best of my knowledge and belief, and are made in good faith. I acknowledge and undersand that all information in this application is publicly accessible. I understand that misstatements and/or omissions of material fact may cause forfeiture of my rights to serve on a board, committee, or commission in Contra Costa County.

☑ I Agree

Important Information

1. This application and any attachments you provide to it is a public document and is subject to the California Public Records Act (CA Government Code §6250-6270).
2. All members of appointed bodies are required to take the advisory body training provided by Contra Costa County.
3. Members of certain boards, commissions, and committees may be required to: (1) file a Statement of Economic Interest Form also known as a Form 700, and (2) complete the State Ethics Training Course as required by AB 1234.
4. Meetings may be held in various locations and some locations may not be accessible by public transportation.
5. Meeting dates and times are subject to change and may occur up to two (2) days per month.
6. Some boards, committees, or commissions may assign members to subcommittees or work groups which may require an additional commitment of time.
7. As indicated in Board Resolution 2021/234, a person will not be eligible for appointment if he/she is related to a Board of Supervisors' member in any of the following relationships:
   (1) Mother, father, son, and daughter;
   (2) Brother, sister, grandmother, grandfather, grandson, and granddaughter;
   (3) Husband, wife, father-in-law, mother-in-law, son-in-law, daughter-in-law, stepson, and stepdaughter;
   (4) Registered domestic partner, pursuant to California Family Code section 297;
   (5) The relatives, as defined in 1 and 2 above, for a registered domestic partner;
   (6) Any person with whom a Board Member shares a financial interest as defined in the Political Reform Act (Gov't Code §87103, Financial Interest), such as a business partner or business associate.

1025 ESCOBAR STREET
MARTINEZ, CA 94553

CONTRA COSTA COUNTY

Staff Report

File #: 26-2421 **Agenda Date:** 6/9/2026 **Agenda #:** C.25.

To: Board of Supervisors

From: Internal Operations Committee

Report Title: APPOINT MARK DEMARCE TO ADVISORY FIRE COMMISSION

☐Recommendation of the County Administrator ☒ Recommendation of Board Committee

RECOMMENDATIONS:
APPOINT Mark DeMarce to the At-Large 2 seat on the Contra Costa County Fire Protection District Advisory Fire Commission, DECLARE the At-Large #1 seat vacant, and DIRECT the Clerk of the Board to post the vacancy, as directed by the Internal Operations Committee.

FISCAL IMPACT:
None.

BACKGROUND:
The Contra Costa County Fire Protection District Advisory Fire Commission includes ten (10) seats that are appointed by the Contra Costa County Board of Supervisors: five (5) Supervisors District seats, two (2) At-Large seats, and three (3) Alternate seats that are filled in the same manner as At-Large seats.

Two seats have been designated for residents within the boundaries of annexed fire districts:

- At-Large 2: East Contra Costa Fire Protection District (Brentwood, Oakley, Discovery Bay, Bethel Island, Knightsen, Byron)
- At-Large Alternate 3: Rodeo-Hercules Fire Protection District

The At-Large #2 seat on the Advisory Fire Commission term will expire on June 30, 2026 and the At-Large Alternate 3 seat is vacant. Staff opened a recruitment on April 13, 2026, through May 8th and received three applications. Two applicants did not reflect addresses within the designated boundaries.

Mark DeMarce resides within the former East Contra Costa Fire Protection District service area and is currently on the Advisory Fire Commission in the At-Large Alternate #1 seat. As Mr. DeMarce is an active member of the Commission, is well-qualified, and has applied for the seat, the Internal Operations Committee decided at its May 26, 2026, meeting to recommend Mr. DeMarce for the appointment.

Upon appointment to the At-Large #2 seat, Mr. DeMarce will vacate the At-Large Alternate #1 seat, with the current term ending June 30, 2028.

CONSEQUENCE OF NEGATIVE ACTION:
The seat will not be appointed for the new term and will be vacant.

1025 ESCOBAR STREET
MARTINEZ, CA 94553

CONTRA COSTA COUNTY

Staff Report

File #: 26-2422 **Agenda Date:** 6/9/2026 **Agenda #:** C.26.

To: Board of Supervisors

From: Sustainability Committee

Report Title: At-Large Sustainability Commission Member Appointments

☒Recommendation of the County Administrator ☐ Recommendation of Board Committee

RECOMMENDATIONS:
APPOINT Gelberg Rodriguez to Environmental Justice Seat #1 and Joseph Donaldson to Commercial Business Seat #2 to serve on the Sustainability Commission for a term ending on March 31, 2027, as recommended by the Sustainability Committee.

FISCAL IMPACT:
None to the County. Appointments to the Sustainability Commission are voluntary.

BACKGROUND:
The Commission is comprised of twelve (12) members and five alternates. This includes five District representatives and District alternates from each Supervisor District nominated by individual members of the Board of Supervisors as well as the following seven (7) At-Large seats:

- Two members representing community groups whose mission includes sustainability and/or environmental issues ("At-Large, Community");
- Two members representing commercial groups or organizations whose business focuses on sustainability and/or environmental issues ("At-Large, Business"); and
- Two members representing environmental justice issues and who live in frontline, or “disadvantaged” communities, and who reflect the geographic diversity of the County ("At-Large, Environmental Justice"); and
- One member representing Education or a Research Institution.

The term for each seat is four years with about half the seats expiring every two years to allow for continuity of the Commission.

The Board of Supervisors directed the Sustainability Committee review and interview applicants for At-Large Sustainability Commission seats and recommend candidates when seats become vacant.

The Commercial Business Seat #2, and Environmental Justice Seat #1 were vacated due to Commission member resignations. The Department of Conservation and Development (DCD) advertised the opportunities to serve starting on March 2, 2026, and accepted applications through April 12, 2026.

On May 11, 2026, the Sustainability Committee interviewed three (3) applicants and selected the following

individuals for the two (2) At-Large Commission seats vacated:

- Gelberg Rodriguez to Environmental Justice Seat #1, and
- Joseph Donaldson to Commercial Business Seat #2

The term for these seats will end March 31, 2027.

CONSEQUENCE OF NEGATIVE ACTION:

Two (2) of the twelve (12) Sustainability Commission member seats would continue to be vacant.

1025 ESCOBAR STREET
MARTINEZ, CA 94553

CONTRA COSTA COUNTY

Staff Report

File #: 26-2423 **Agenda Date:** 6/9/2026 **Agenda #:** C.27.

To: Board of Supervisors

From: Internal Operations Committee

Report Title: APPOINT CHARLES KRELING TO ALUC

☐Recommendation of the County Administrator ☒ Recommendation of Board Committee

RECOMMENDATIONS:
APPOINT Charles Kreling to the Board of Supervisors Appointee 2 seat on the Airport Land Use Commission for the current term ending May 2, 2027.

FISCAL IMPACT:
No fiscal impact.

BACKGROUND:
The Airport Land Use Commission (ALUC) plans for airport land use compatibility. ALUCs ensure safe airport expansion and adopt measures to minimize public exposure to noise and safety hazards around airports. The governing statutes are in Division 9, Part 1, Chapter 4, Article 3.5, Sections 21670 - 21679.5 of the California Public Utilities Code (PUC).

An ALUC has the following powers and duties, per PUC Section 21674:

- Ensure compatible land uses around new and existing airports unless already incompatible.
- Coordinate planning at all levels to develop air transportation and protect public health, safety, and welfare.
- Prepare and adopt an airport land use compatibility plan per Section 21675.
- Review plans, regulations, and actions of local agencies and airport operators per Section 21676.

The commission has no jurisdiction over airport operations. To fulfill its duties, the commission may adopt relevant rules and regulations. The plan focuses on land uses near Buchanan Field Airport and Byron Airport.

The ALUC consists of seven (7) members as follows: Two (2) appointees of the Board of Supervisors (BOS No. 1 and BOS No. 2); Two (2) appointees of the Airport Manager (Airport Manager No. 1 and No. 2); one (1) At-Large appointed by the balance of the ALUC; and Two (2) appointed by other local jurisdictions: one member from Contiguous Jurisdictions and one member from Non-Contiguous jurisdictions (i.e., based on proximity to the airport).

State Aeronautics sets four-year term limits. Each member serves four years until their successor is appointed and qualified. The term of the Board of Supervisors 2 seat expired and is vacant. One application was submitted from Charles Kreling. He was interviewed by the Internal Operations Committee (IOC) during their regular

meeting on May 26, 2026. The IOC recommends appointing Mr. Kreling to the BOS #2 seat on the Commission.

CONSEQUENCE OF NEGATIVE ACTION:
The seat will remain vacant.

Application Form

Profile

Charles
First Name

Middle Initial

Kreling
Last Name

[redacted]
Home Address

Suite or Apt

Walnut Creek
City

CA
State

94598
Postal Code

[redacted]
Primary Phone

[redacted]
Email Address

District Locator Tool

Resident of Supervisorial District:

☑ District 4

Central Garden & Pet
Employer

Vice President, SOX Compliance
Job Title

Length of Employment

10.6

Do you work in Contra Costa County?

◉ Yes ○ No

If Yes, in which District do you work?

4

How long have you lived or worked in Contra Costa County?

25

Are you a veteran of the U.S. Armed Forces?

○ Yes ◉ No

Board and Interest

Which Boards would you like to apply for?

Airport Land Use Commission: Submitted

Seat Name

There are 2 open seats

Have you ever attended a meeting of the advisory board for which you are applying?

○ Yes ◉ No

If Yes, how many meetings have you attended?

I have applied in the past - just saw there is still one open seat.

Education

Select the option that applies to your high school education *

☑ High School Diploma

College/ University A

Name of College Attended

College of San Mateo

Degree Type / Course of Study / Major

Certificate in Commercial Pilot Technology

Degree Awarded?

◉ Yes ○ No

College/ University B

Name of College Attended

University of California, Berkeley

Degree Type / Course of Study / Major

BS Business Administration

Degree Awarded?

◉ Yes ○ No

College/ University C

Name of College Attended

Degree Type / Course of Study / Major

Degree Awarded?

○ Yes ○ No

Other Trainings & Occupational Licenses

Other Training A

Certificate Awarded for Training?

○ Yes ◉ No

Other Training B

Certificate Awarded for Training?

○ Yes ◉ No

Occupational Licenses Completed:

Certified Management Accountant Certified HIPAA Professional (Inactive) FAA Licensed Pilot

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Qualifications and Volunteer Experience

Please explain why you would like to serve on this particular board, commitee, or commission.

For the Treasury Oversight Committee I am a career audit and compliance executive leader I have tremendous experience related to internal controls over financial reporting and financial compliance. My business and leadership experience would be an asset to the committee and I am highly involved in my community (see below). -- For the Airport Land Use Commission I am a 42 year licensed pilot. I am an aircraft owner and tenant at Buchanan Field. I am quite familiar with the safety concerns related to air operations surrounding airports and have flown in and out of all bay area airports myself for my entire adult life.

Describe your qualifications for this appointment. (NOTE: you may also include a copy of your resume with this application)

Professional Experience - Treasury Oversight Committee -Central Garden & Pet, Vice President, SOX Compliance, Co-Lead ERM, 2015 - Present -Independent Consultant / Accretive Solutions, Audit, Compliance, Finance, SOX, Model Audit Rule, HIPAA, IT, SOC2, 2014 - 2015 -Kaiser Permanente Information Technology, Executive Director, HIPAA Security 2012-2014 -Kaiser Permanente, Executive Director, Sarbanes-Oxley, 2007-2012 -Public Accounting, Arthur Andersen, Coopers & Lybrand Professional Experience - Airport Land Use Commission -Forty two year licensed pilot -Single and Multi Engine Rated -Instrument Rated -Advanced and Instrument Ground Instructor -See below -Volunteer law enforcement pilot -Recognized community leader for the County and the City of Walnut Creek Volunteer experience -22 plus years service on the Contra Costa County Merit Board (Chair for approximately 12 years, current Chair) -Design Review Commissioner for the City of Walnut Creek (served as Vice Chair & Chair) four year term -Serving third year on the Walnut Creek Transportation Commission (current Vice Chair) -Volunteer Special Deputy (sworn) and pilot for the San Francisco Sheriff's Department (San Francisco Sheriff's Air Squadron) since 2001 -United States Coast Guard Auxiliary, Staff Officer, Instructor - Safe Sailing Class

Upload a Resume

Would you like to be considered for appointment to other advisory bodies for which you may be qualified?

◉ Yes ○ No

Do you have any obligations that might affect your attendance at scheduled meetings?

○ Yes ◉ No

If Yes, please explain:

I generally have flexibility to leave work for certain activities and meetings such as for the Treasury Oversight Committee.

Are you currently or have you ever been appointed to a Contra Costa County advisory board?

◉ Yes ○ No

If Yes, please list the Contra Costa County advisory board(s) on which you are currently serving:

Merit Board

If Yes, please also list the Contra Costa County advisory board(s) on which you have previously served:

List any volunteer or community experience, including any advisory boards on which you have served.

-22 plus years service on the Contra Costa County Merit Board (Chair for approximately 12 years, current Chair) -Design Review Commissioner for the City of Walnut Creek (served as Vice Chair & Chair) -Serving third year on the Walnut Creek Transportation Commission (current Vice Chair) -Volunteer Special Deputy (sworn) and pilot for the San Francisco Sheriff's Department (San Francisco Sheriff's Air Squadron) since 2001 -United States Coast Guard Auxiliary, Staff Officer, Instructor - Safe Sailing Class

Conflict of Interest and Certification

Do you have a familial or financial relationship with a member of the Board of Supervisors? (Please refer to the relationships listed under the "Important Information" section below or Resolution No. 2021/234)

○ Yes ◉ No

If Yes, please identify the nature of the relationship:

Do you have any financial relationships with the County such as grants, contracts, or other economic relationships?

◉ Yes ○ No

If Yes, please identify the nature of the relationship:

Meeting stipend / mileage received for Merit Board meetings. Tenant at Buchanan Field Airport (Hangar Rental).

Please Agree with the Following Statement

I CERTIFY that the statements made by me in this application are true, complete, and correct to the best of my knowledge and belief, and are made in good faith. I acknowledge and undersand that all information in this application is publicly accessible. I understand that misstatements and/or omissions of material fact may cause forfeiture of my rights to serve on a board, committee, or commission in Contra Costa County.

☑ I Agree

Important Information

1. This application and any attachments you provide to it is a public document and is subject to the California Public Records Act (CA Government Code §6250-6270).
2. All members of appointed bodies are required to take the advisory body training provided by Contra Costa County.
3. Members of certain boards, commissions, and committees may be required to: (1) file a Statement of Economic Interest Form also known as a Form 700, and (2) complete the State Ethics Training Course as required by AB 1234.
4. Meetings may be held in various locations and some locations may not be accessible by public transportation.
5. Meeting dates and times are subject to change and may occur up to two (2) days per month.
6. Some boards, committees, or commissions may assign members to subcommittees or work groups which may require an additional commitment of time.
7. As indicated in Board Resolution 2021/234, a person will not be eligible for appointment if he/she is related to a Board of Supervisors' member in any of the following relationships:
   (1) Mother, father, son, and daughter;
   (2) Brother, sister, grandmother, grandfather, grandson, and granddaughter;
   (3) Husband, wife, father-in-law, mother-in-law, son-in-law, daughter-in-law, stepson, and stepdaughter;
   (4) Registered domestic partner, pursuant to California Family Code section 297;
   (5) The relatives, as defined in 1 and 2 above, for a registered domestic partner;
   (6) Any person with whom a Board Member shares a financial interest as defined in the Political Reform Act (Gov't Code §87103, Financial Interest), such as a business partner or business associate.

Airport Land Use Commission Roster

Position	Name	Start date	End date	City
At-Large	Richard E Cunningham	5/2/2023	5/3/2027	Lafayette
Airport Managers Appointee 1	Geoff Logan	5/2/2023	5/1/2027	Walnut Creek
Airport Managers Appointee 2	Shawn Stappen	5/12/2026	5/6/2030	Brentwood
Appointee 1 of the Board of Supervisors	Vinoy Mereddy	11/4/2024	5/7/2028	Brentwood
Appointee 2 of the Board of Supervisors	Vacancy	5/2/2023	5/2/2027	
City Selection Committee (Contiguous)	Carlyn Obringer	5/3/2022	5/4/2026	
City Selection Committee (Non-Contiguous)	Laura Hoffmeister	4/30/2024	5/1/2028	

1025 ESCOBAR STREET
MARTINEZ, CA 94553

CONTRA COSTA COUNTY

Staff Report

File #: 26-2424 **Agenda Date:** 6/9/2026 **Agenda #:** C.28.

To: Board of Supervisors

From: Susan Brajkovic, Director of Risk Management

Report Title: Advisory Council on Equal Employment Opportunity Resignation

☒Recommendation of the County Administrator ☐ Recommendation of Board Committee

RECOMMENDATIONS:
ACCEPT the resignation of Oravanh Thammasen and DECLARE a vacancy in the Union seat #1 on the Advisory Council on Equal Employment Opportunity with a term ending November 30, 2027. DIRECT the Clerk of the Board to post the vacancy, as recommended by the EEO Officer.

FISCAL IMPACT:
None

BACKGROUND:
The Board of Supervisors makes appointments to two distinct types of seats on its advisory bodies. The following process will be followed for appointments to these two types of seats: Type 1: Supervisorial District Appointments: Applications may be delivered to either the Clerk of the Board or to the District Supervisor's office. Applications received by a Supervisor's office are to be sent to the Clerk of the Board, and a copy is to be retained by the Supervisor's office. The Clerk of the Board will ensure that the Supervisor has a copy of all applications originally filed with the Clerk of the Board.

Type 2: At Large/Countywide Appointments: Applications are sent to the Clerk of the Board. The Clerk of the Board will distribute the applications to the appropriate interviewer. Except for the Planning Commission and the Treasury Oversight Committee, bodies may generally conduct their own interviews of applicants, unless provided direction by a Board Committee. When an advisory body conducts interviews, it will provide its recommendation to a Board Committee for further review, along with all applications received for the applicable seat. In all cases, the Board Committee decides which applicants to nominate for full Board action. The ACEEO falls under Type 2.

CONSEQUENCE OF NEGATIVE ACTION:
The seat will not be filled.

1025 ESCOBAR STREET
MARTINEZ, CA 94553

CONTRA COSTA COUNTY

Staff Report

File #: 26-2425 **Agenda Date:** 6/9/2026 **Agenda #:** C.29.

To: Board of Supervisors

From: Monica Nino, County Administrator

Report Title: Resignation of Destiny Briscoe from the Contra Costa Commission for Women & Girls

☒Recommendation of the County Administrator ☐ Recommendation of Board Committee

RECOMMENDATIONS:
ACCEPT the resignation of Destiny Briscoe, DECLARE a vacancy in the At-Large #10 seat on the Contra Costa Commission for Women and Girls for a term ending February 28, 2030, and DIRECT the Clerk of the Board to post the vacancy, as recommended by the County Administrator.

FISCAL IMPACT:
None.

BACKGROUND:
The Contra Costa Commission for Women and Girls (CCCWG) was formed to educate the community and advise the Contra Costa County Board of Supervisors on issues relating to the changing social and economic conditions of women in the County, with particular emphasis on the economically disadvantaged. The Commission's mission is, "to improve the economic status, social welfare, and overall quality of life for women in Contra Costa County."

The Commission consists of 15 members and one Alternate At-Large member including: five district representatives (one from each supervisorial district), ten At-Large members, and one Alternate. The five district representatives are nominated for a four-year term by each member of the Board of Supervisors. The ten At-Large members and the one alternate are nominated by the CCCWG Membership Committee and forwarded to the full CCCWG. The full CCCWG then makes appointment recommendations to the Family and Human Services Committee. All Commission seat terms are for a period of four (4) years with staggered expiration dates.

Ms. Destiny Bricoe has served on the Commission since July 26, 2022, and notified the Commission of her resignation effective May 22, 2026.

CONSEQUENCE OF NEGATIVE ACTION:
The seat would not be declared vacant and a new appointment to the position could not be made.

1025 ESCOBAR STREET
MARTINEZ, CA 94553

CONTRA COSTA COUNTY

Staff Report

File #: 26-2426 **Agenda Date:** 6/9/2026 **Agenda #:** C.30.

To: Board of Supervisors

From: Dr. Grant Colfax, Health Services Director

Report Title: Declare Vacancy on the Contra Costa Council on Homelessness

☒Recommendation of the County Administrator ☐ Recommendation of Board Committee

RECOMMENDATIONS:
ACCEPT the resignation of Belinda Jackson-Thomas; DECLARE vacant the Employment and Human Services Representative seat on the Contra Costa Council on Homelessness for a term ending December 31, 2027; and DIRECT the Clerk of the Board to post the vacancy as recommended by the Health, Housing and Homeless Services Director.

FISCAL IMPACT:
There is no fiscal impact for this action.

BACKGROUND:
The Contra Costa Continuum of Care is governed by the Contra Costa Council on Homelessness (hereinafter referred to as the Council). The Council is appointed by the Contra Costa County Board of Supervisors to assist and provide guidance in the development and implementation of long range planning and policy formulation of homeless issues in Contra Costa County. The Council serves as the governing body for the Contra Costa County Homelessness Continuum of Care. The Council also provides a forum for communication and coordination of the County's Strategic Plan to End Homelessness, educate the community on homeless issues, and provide the Contra Costa County Board of Supervisors and Continuum of Care lead agency (Contra Costa Health's Health, Housing & Homeless Services Division) on federal, state and local policy issues affecting people who are homeless or at-risk of homelessness.

The bylaws of the Council provide that all seat representatives be appointed by the Board of Supervisors. In addition, both public- and private-sector seats should, as much as possible, include representation from people with lived experience of the following subpopulations or from organizations or agencies who serve these subpopulations: families with children; persons experiencing chronic homelessness; persons with chronic substance use issues; persons with HIV/AIDS; persons with mental health challenges; seniors; veterans; survivors of domestic violence, dating violence, sexual assault, trafficking, stalking; and youth and young adults with a lived experience of homelessness.

Belinda Jackson-Thomas submitted her formal resignation to the Health, Housing and Homeless Services office via email on May 13, 2026. Belinda began her term in the Employment and Human Services Representative seat on January 1, 2026 and the seat appointment was set to expire December 31, 2027.

CONSEQUENCE OF NEGATIVE ACTION:
The seat will remain unfilled and the Council on Homelessness may not be able to meet quorums to vote on items coming before them.

1025 ESCOBAR STREET
MARTINEZ, CA 94553

CONTRA COSTA COUNTY

Staff Report

File #: 26-2427 **Agenda Date:** 6/9/2026 **Agenda #:** C.31.

To: Board of Supervisors

From: Diane Burgis, District III Supervisor

Report Title: Vacancy on Knightsen Town Advisory Council (KTAC)

☒Recommendation of the County Administrator ☐ Recommendation of Board Committee

RECOMMENDATIONS:
ACCEPT the resignation of Linda Matteri, DECLARE vacant the Appointee 5 Seat on the Knightsen Town Advisory Council for a term ending on December 31, 2028, and DIRECT the Clerk of the Board to post the vacancy, as recommended by Supervisor Diane Burgis.

FISCAL IMPACT:
None.

BACKGROUND:
Mrs. Linda Matteri notified the District Office of her resignation effective immediately.

CONSEQUENCE OF NEGATIVE ACTION:
None.

1025 ESCOBAR STREET
MARTINEZ, CA 94553

CONTRA COSTA COUNTY

Staff Report

File #: 26-2428 **Agenda Date:** 6/9/2026 **Agenda #:** C.32.

To: Board of Supervisors

From: Marla Stuart, Employment and Human Services Director

Report Title: Resignation City of Orinda seat on the Advisory Council On Aging

☒Recommendation of the County Administrator ☐ Recommendation of Board Committee

RECOMMENDATIONS:

ACCEPT the resignation of Candace Evans, DECLARE a vacancy of the City of Orinda seat on the Advisory Council on Aging for term ending on September 30, 2027, and DIRECT the Clerk of the Board to post the vacancy, as recommended by the Employment and Human Services Director.

FISCAL IMPACT:

None.

BACKGROUND:

Candace Evans was appointed by the Board of Supervisors to the City of Orinda seat on the Advisory Council on Aging (ACOA) on March 23, 2021, with a term ending on September 30, 2027.

The ACOA provides county-wide planning, cooperation, and coordination for individuals and groups interested in improving and developing services and opportunities for older residents of the County. The ACOA provides leadership and advocacy on behalf of older adults and serves as a channel of communication and information on aging.

CONSEQUENCE OF NEGATIVE ACTION:

The seat will not be declared vacant and new appointment to the position will not be able to be made. This could cause issues with achieving quorum for the Council and potentially impact their ability to hold meetings.

1025 ESCOBAR STREET
MARTINEZ, CA 94553

CONTRA COSTA COUNTY

Staff Report

File #: 26-2429 **Agenda Date:** 6/9/2026 **Agenda #:** C.33.

To: Board of Supervisors

From: Monica Nino, County Administrator

Report Title: RESIGNATION ON COUNTY CONNECTION CITIZEN ADVISORY COMMITTEE

☒Recommendation of the County Administrator ☐ Recommendation of Board Committee

RECOMMENDATIONS:
ACCEPT the resignation of Sarah Birdwell, DECLARE a vacancy in the County set on the County Connection Citizens Advisory Committee, and DIRECT the Clerk of the Board to post the vacancy, as recommended by the County Administrator.

FISCAL IMPACT:
None.

BACKGROUND:
County Connection was formed in 1980 as a Joint Powers Agency under the legal name The Central Contra Costa Transit Authority. Today County Connection provides fixed-route and paratransit bus service throughout the communities of Central Contra Costa County. The County Connection Advisory Committee meets bimonthly to review, analyze, and advise the County Connection Board of Directors on issues and policies relating to fixed-route and paratransit bus service. Committee members also act as a citizen liaison from the represented jurisdictions.

Sarah Birwell was reappointed by the Board of Supervisors, at the recommendation of the Internal Operations Committee, to the County seat on the County Connection Citizens Advisory Committee for a term ending on June 30, 2028.

CONSEQUENCE OF NEGATIVE ACTION:
The seat will not be declared vacant and a new appointment to the position will not be able to be made.

1025 ESCOBAR STREET
MARTINEZ, CA 94553

CONTRA COSTA COUNTY

Staff Report

File #: 26-2430 **Agenda Date:** 6/9/2026 **Agenda #:** C.34.

To: Board of Supervisors

From: Family & Human Services Committee

Report Title: Appointment to the Local Planning and Advisory Council for Early Care and Education (LPC)

☐Recommendation of the County Administrator ☒ Recommendation of Board Committee

RECOMMENDATIONS:
REASSIGN Okeena Dickson to the Consumer #4 - East County seat on the Local Planning and Advisory Council for Early Care and Education with a term ending April 30, 2028, as recommended by the Family and Human Services Committee.

FISCAL IMPACT:
There is no fiscal impact for this action.

BACKGROUND:
The review of applications for appointments to the Contra Costa Local Planning Council for Child Care and Development was originally referred to the Family and Human Services Committee by the Board of Supervisors on April 22, 1997.

The Local Planning and Advisory Council for Early Care and Education (LPC) coordinates programs and services affecting early childcare and education, including recommendations for the allocation of federal funds to local early childcare and education programs.

The LPC consists of 20 members: 4 consumer representatives - a parent or person who receives or has received child care services in the past 36 months; 4 child care providers - a person who provides child care services or represents persons who provide child care services; 4 public agency representatives - a person who represents a city, county, city and county, or local education agency; 4 community representatives - a person who represents an agency or business that provides private funding for child care services or who advocates for child care services through participation in civic or community based organizations; and 4 discretionary appointees - a person appointed from any of the above four categories or outside of those categories at the discretion of the appointing agencies.

At the May 11, 2026, Family and Human Services Meeting, the Committee approved the reassignment of Okeena Dickson to the Consumer #4 - East County seat on the Local Planning and Advisory Council for Early Care and Education with a term ending April 30, 2028

CONSEQUENCE OF NEGATIVE ACTION:
Failure to appoint and reappoint members is likely to reduce public participation in advising policy development.

CONTRA COSTA LOCAL PLANNING AND ADVISORY COUNCIL FOR EARLY CARE AND EDUCATION

Seat Title	Term Expires	Name	Business/Affiliation Address	Home Address	Email	Work #	Home #	Fax #	Cell or Alternate #	Committee
Child Care Consumer 1 West County										
Child Care Consumer 2 Central/South County	4/30/2028	**Pamm Shaw**	The YMCA of the East Bay 2330 Broadway, Oakland, CA 94612	Walnut Creek, CA 94596						WD&FP
Child Care Consumer 3 Central/South County	4/30/2028	**Sara Guillermo**	IGNITE, Oakland CA	Martinez CA 94553						ADV
Child Care Consumer 4 East County	4/30/2028	**Okeena Dickson**	CEMCO, Technical Drafter	Antioch, CA 94531						WD&FP
Child Care Provider 1 West County		**Vacant**								
Child Care Provider 2 Central/South County		**Vacant**								
Child Care Provider 3 Central/South County	4/30/2028	**Jacqueline Smith**	Unity Council 1187 Meadow Lane Concord, CA 94520	Brentwood, CA 94513						WD&FP
Child Care Provider 4 East County	4/30/2027	**Stacie Cooper-Roundtree**	Training Children Childcare and Learning Center 4716 Parkland Court Antioch, CA 94531	Antioch, CA 94531						WD&FP
Community 1 West County	4/30/2028	**Dr. Crystal McClendon-Gourdine** *(Chair)*	Baby Love Child Development Services 845 Meadow View Drive Richmond, CA 94806	Richmond, CA 94806						E&B **(Chair)**
Community 2 Central/South County	4/30/2028	**Elianna Campos**	NCal Family Child Care Association	Concord, CA 94521						ADV
Community 3 Central/South County	4/30/2027	**Hannah Michaelsen** *(Second Chair)*	CARE Parent Network 1340 Arnold Dr. #15 Martinez, CA 94553	Martinez, CA 94553						WD&FP
Community 4 East County		**Vacant**								
Discretionary 1 East County	4/30/2027	**Rachel Bymun**	Luv Muffins Preschool 98 Water St Bay Point, CA 94565	Bay Point, CA 94565						ADV
Discretionary 2 Central/South County	4/30/2027	**Amy Mockoski**	Contra Costa County Library Librarian III	Martinez, CA 94553						WD&FP
Discretionary 3 Central/South County	4/30/2028	**Stephanie Shieh**	First 5 Contra Costa 4005 Port Chicago Hwy Suite 120 Concord, CA 94520	Pleasant Hill, CA 94523						ADV
Discretionary 4 West County		**Vacant**								
Public Agency 1 West County	4/30/2027	**Monica De Vera**	Contra Costa County Employment & Human Services Department - Community Services Bureau Concord, CA	Stockton, CA 95206						ADV
Public Agency 2 Central/South County	4/30/2027	**Corrie Littlejohn-Pope**	Mount Diablo Unified School District 1936 Carlotta Dr, Concord, CA 94519	Walnut Creek, CA 94598						WD&FP
Public Agency 3 Central/South County	4/30/2028	**Megan Miccio**	CocoKids 5095 Lone Tree Way, Antioch, CA 94531	Concord, CA 94518						WD&FP
Public Agency 4 East County		**Vacant**								
LPC Coordinator		**Monica Joseph**	Contra Costa County Office of Education 77 Santa Barbara Rd Pleasant Hill, CA 94523		mjoseph@cccoe.k12.ca.us	925-942-3437				
Administrative Assistant		**Alexia Lamarque Peraza**	Contra Costa County Office of Education 77 Santa Barbara Rd Pleasant Hill, CA 94523		alamarqueperaza@cccoe.k12.ca.us	925-942-5313				
CCCOE Deputy Superintendent of Schools		**Lynn Mackey**	Contra Costa County Office of Education 77 Santa Barbara Rd Pleasant Hill, CA 94523		lmackey@cccoe.k12.ca.us	925-942-3358		925-942-5319		

1025 ESCOBAR STREET
MARTINEZ, CA 94553

CONTRA COSTA COUNTY

Staff Report

File #: 26-2431 **Agenda Date:** 6/9/2026 **Agenda #:** C.35.

To: Board of Supervisors

From: Family & Human Services Committee

Report Title: Council on Homelessness Appointments

☐Recommendation of the County Administrator ☒ Recommendation of Board Committee

RECOMMENDATIONS:

REAPPOINT LeAnn Matthews to the Lived Experience Advisor #1 seat with a term ending December 31, 2027, and Tony Ucciferri to the Public Housing Authority Representative seat with a term ending December 31, 2028, on the Council on Homelessness, as recommended by the Family and Human Services Committee.

FISCAL IMPACT:

There is no fiscal impact for this action.

BACKGROUND:

The Contra Costa Council on Homelessness (COH), a Board of Supervisors appointed body, provides advice and input on the operations of homeless services, program operations, and program development efforts in the County. The COH establishes the local process for applying, reviewing and prioritizing project applications for funding in the HUD Homeless Assistance Grant Competitions, including the Continuum of Care (CoC) Program and the Emergency Solutions Grant Program.

In October 2024, in an effort to stagger the expiration dates of the two Lived Experience Advisor seats, the Council on Homelessness voted to have LeAnn Matthews, the highest scoring applicant in the Lived Experience Advisory category seated in the second Lived Experience Advisor seat, for a three (3) year term, with an expiration date of December 31, 2027. When materials were submitted for the November 2024 Family and Human Services Committee, the request to seat her for three years instead of two was accidentally dropped in the creation of the packet materials.

In addition, to better balance the ratio of seats expiring per year, the Public Housing Authority member seat held by Tony Ucciferri of the Contra Costa Housing Authority is requested to be extended by a year, from December 31, 2027, to December 31, 2028. Analysis determined that based on past application processes, this seat was very unlikely to have competition and therefore extending this seat by a year would have little impact on potential other applicants.

At the May 11, 2025, Family and Human Services Committee Meeting, the Committee approved the reappointment of LeAnn Matthews to the Lived Experience Advisor #2 seat with a term ending December 31, 2027, and Tony Ucciferri to the Public Housing Authority Representative seat with a term ending December 31, 2028.

CONSEQUENCE OF NEGATIVE ACTION:

Failure to appoint members and make the requested term adjustment will reduce public participation in advising policy development.

2026 COH Membership

	Seat Name	Appointee	Affiliation	Current Expiration date	Proposed New Expiration Date
1.	Education and Vocational Services Representative	Alejandra Chamberlain	Homeless Education Liaison, Contra Costa Office of Education	12/31/26	12/31/26
2.	Youth Representative	Anastasia Lockwood	TAY with Lived Experience	12/31/27	12/31/27
3.	Employment and Human Services (EHSD) Representative	Belinda Jackson-Thomas	Human Services Division Manager, EHSD	12/31/27	12/31/27
4.	Affordable Housing Developer Representative	Courtney Pal	Policy Manager, RCD Housing	12/31/26	12/31/26
5.	Behavioral Health Representative	Dani Jimenez	Lead Mental Health Community Support Worker CCH: Behavioral Health	12/31/27	12/31/27
6.	Community Member Representative	Donnie Diego	Community Member	12/31/27	12/31/27
7.	Federal Homeless and Housing Funding Administrator Representative	Gabriel Lemus	Assistant Deputy Director, Housing and Community Improvement, CC Dept. of Conservation and Development	12/31/27	12/31/27
8.	Veterans Administration Representative	Heather Worobey	HUD VASH Site Supervisor, Dept. of Veteran Affairs	12/31/26	12/31/26
9.	City Government Representative	Jared Murti	Housing Programs Manager, City of Pinole	12/31/27	12/31/27
10.	Lived Experience Advisor #1	Juno Hedrick	Adult with Lived Experience	12/31/26	12/31/26
11.	Lived Experience Advisor #2	LeAnn Matthews	Adult with Lived Experience	12/31/26	12/31/27
12.	Health Care Representative	Mia Fairbanks	Public Health Nurse Program Manager, CCH: Healthcare for the Homeless	12/31/26	12/31/26
13.	Reentry Services Representative	Nicole Green	Forensic Social Worker, Office of the Public Defender	12/31/27	12/31/27
14.	CoC/ESG Program Grantee Representative	Ralph Payton	Executive Director, Greater Richmond Interfaith Program (GRIP)	12/31/27	12/31/27
15.	Public Safety Representative #2	Shawn Ray	Lieutenant, San Pablo Police Department	12/31/27	12/31/27
16.	Homeless Service Provider Representative	Sherina Criswell	CORE Outreach, CCH: Health, Housing and Homeless Services	12/31/26	12/31/26
17.	Public Housing Authority Representative	Tony Ucciferri	Special Assistant to the Executive Director, Housing Authority of County of CC	12/31/27	12/31/28
18.	Workforce Development Representative	Verneda Clapp	Workforce Services Specialist, EHSD	12/31/26	12/31/26
19.	Faith Community Representative	Wayne Earl	Pastor, Rock Harbor Christian Fellowship	12/31/27	12/31/27

Current: **Expire 2026:** 8 seats **Expire 2027:** 11 seats
Proposed **Expire 2026:** 7 seats **Expire 2027:** 11 seats Expire 2028: 1 seat

1025 ESCOBAR STREET
MARTINEZ, CA 94553

CONTRA COSTA COUNTY

Staff Report

File #: 26-2432 **Agenda Date:** 6/9/2026 **Agenda #:** C.36.

To: Board of Supervisors

From: Internal Operations Committee

Report Title: RECOMMENDATION FOR APPOINTMENT TO THE COUNTY PLANNING COMMISSION

☐Recommendation of the County Administrator ☒ Recommendation of Board Committee

RECOMMENDATIONS:
REAPPOINT Bhupin Amin to the At Large #1 seat on the County Planning Commission to a new four-year term beginning July 1, 2026 and ending June 30, 2030.

FISCAL IMPACT:
Planning Commissioners receive a County-paid stipend of $50 per meeting, not to exceed $300 a month, plus mileage reimbursement.

BACKGROUND:
On December 12, 2000, the Board of Supervisors approved a policy on the process for recruiting applicants for selected advisory bodies of the Board. This policy requires open recruitment for all vacancies to At Large seats appointed by the Board. The Board also directed that the IOC personally conduct interviews of applicants for At Large seats on several boards, committees, and commissions including the Contra Costa County Planning Commission.

The term of office of the At Large #1 seat on the Planning Commission will expire on June 30, 2026 and the subsequent term will run from July 1, 2026 - June 30, 2030.

The Planning Commission's powers and duties include:

- Exercise all powers and duties prescribed by law (statute, ordinance or board order), including consideration of matters referred to it by the zoning administrator except those powers and duties specifically reserved or delegated to other divisions of the planning agency;
- Initiate preparation of general plans, specific plans, regulations, programs and legislation to implement the planning power of the county;
- Be generally responsible for advising the legislative body of matters relating to planning, which, in the opinion of the commission, should be studied;
- Be the advisory agency as designated in Title 9 of this code for the purpose of passing on subdivisions;
- Hear and decide all applications or requests for proposed entitlements estimated to generate one hundred or more peak hour trips unless otherwise provided by this code or board order; and

- Hear and make recommendations regarding proposed development agreements when it is hearing the related project applications being processed concurrently with the development agreements.

On April 13, 2026, staff announced an upcoming vacancy through a press release (see attached), setting the application deadline for May 8th. The current At-Large #2 seat incumbent, Bhupen Amin, and applicant, Christy Fong, were interviewed by the Internal Operations Committee at their meeting on May 26, 2026.

The IOC recommends reappointing Bhupin Amin to the At Large #1 seat.

CONSEQUENCE OF NEGATIVE ACTION:
The public at large would not be fully represented on the Commission until an appointment is made.

Contra Costa County
County Administrator's Office • 1025 Escobar Street • Martinez, CA 94553 • www.contracosta.ca.gov

NEWS RELEASE
April 13, 2026

Contact: Diana Oyler
(925) 655-2057
diana.oyler@cao.cccounty.us

Help Build a Great Community!
Would You Like to Serve on the County Planning Commission?

(Martinez, CA) – The Contra Costa County Board of Supervisors is seeking an individual who is interested in serving on the County's Planning Commission. The Commission is responsible for hearing and deciding applications for proposed projects that generate more than 100 peak hour trips, and all appeals from decisions of the zoning administrator. The Commission also may initiate preparation of general plans, specific plans, regulations, programs, and legislation to implement the land use planning power of the county; is generally responsible for advising the Board of Supervisors of matters relating to planning; is the designated advisory agency for the purpose of passing on subdivisions; and hears and makes recommendations regarding proposed development agreements.

Meetings of the Planning Commission are generally held on the second and fourth Wednesdays of each month at 6:30 p.m. in Martinez. Members of the Planning Commission receive $50 per meeting up to a monthly maximum of $300, plus mileage expense. The appointment will be for a full four-year term beginning July 1, 2026 and ending June 30, 2030.

Application forms can be obtained from the Clerk of the Board of Supervisors by calling (925) 655-2000 or by visiting the County webpage at www.contracosta.ca.gov. Applications should be returned to the Clerk of the Board of Supervisors, County Administration Building, 1025 Escobar St., Martinez, CA 94553 no later than 5 p.m. on Friday, May 8, 2026. Applicants should plan to be available for public interviews to be held virtually via Zoom on Tuesday, May 26, 2026.

For more information about the County Planning Commission, contact Hiliana Li, Contra Costa County Department of Conservation and Development, at (925) 655-2860 or hiliana.li@dcd.cccounty.us.

# # #

Planning Commission Roster

May 2026

Position	Name	Start date	End date	City
At-Large 1	Bhupen Amin	7/1/2022	6/30/2026	Walnut Creek
District II	Joseph A Calabrigo	3/31/2026	6/30/2029	Danville
District V	Donna Allen	7/1/2024	6/30/2028	Martinez
At-Large 2	Ross A Hillesheim	7/1/2024	6/30/2028	Alamo
District I	Jeffrey Wright	7/1/2023	6/30/2027	El Cerrito
District III	Bob Mankin	7/1/2025	6/30/2029	Discovery Bay
District IV	Kevin Van Buskirk	7/1/2023	6/30/2027	Pleasant Hill

Contra Costa County

Print Form

Please return completed applications to:
Clerk of the Board of Supervisors
1025 Escobar Street, 1st Floor
Martinez, CA 94553
or email to: ClerkofTheBoard@cob.cccounty.us

BOARDS, COMMITTEES, AND COMMISSIONS APPLICATION

First Name: Bhupen | **Middle Initial:** | **Last Name:** Amin

Home Address - Street: [redacted] | **City:** Walnut Creek | **State:** CA | **Postal Code:** 94598

Primary Phone (best number to reach you): [redacted] | **Email Address:** [redacted]

Resident of Supervisorial District (if out of County, please enter N/A): 4

Do you work in Contra Costa County? ☑ Yes ☐ No **If Yes, in which District do you work?** 1 & 5

EDUCATION *Check appropriate box if you possess one of the following:*

☑ High School Diploma ☐ CA High School Proficiency Certificate ☐ G.E.D. Certificate

Colleges or Universities Attended	Degree Type/Course of Study/Major	Degree Awarded	
UC Berkeley Haas School of Business	BS in Finance & Accounting	☑ Yes	☐ No
UC Davis King Hall School of Law	Juris Doctorate	☑ Yes	☐ No
		☐ Yes	☐ No

Other Training Completed: Judicial, Ethics, Brown Act

Certificate Awarded for Training? ☑ Yes ☐ No

Board, Commission, or Committee: Planning Commission | **Seat Name:** Commissioner

Have you ever attended a meeting of the advisory board for which you are applying?

Please check one: ☑ Yes ☐ No If Yes, how many? Dozens

Please explain why you would like to serve on this particular board, committee, or commission.

I have had the privilege of serving on the Planning Commission for the past eight years. I have maintained an excellent attendance and participation record with a history of objective decision-making, collaboration, active listening and consensus building. I currently serve as Vice Chair have lead many meetings and substantial community discussions. I hope to have an opportunity to continue serving our County.

Describe your qualifications for this appointment. (NOTE: you may also include a copy of your resume with this application)

I have gained extensive experience working with this Commission over the past eight years. I understand the balance required between each community's interests and the need to interpret and enforce our County ordinances and planning guidelines. My legal and judicial background have also helped me maintain an impartial and ethical viewpoint as I've worked with our staff professionals to evaluate so many diverse applications throughout our County. I have lived in Contra Costa for 50 years, gone through the local public schools and have worked in our County for over 25 years.

I am including my resume with this application:

Please check one: ☑ Yes ☐ No

I would like to be considered for appointment to other advisory bodies for which I may be qualified.

Please check one: ☐ Yes ☐ No

THIS FORM IS A PUBLIC DOCUMENT

Are you currently or have you ever been appointed to a Contra Costa County advisory board?

Please check one: ☑ Yes ☐ No

If Yes, please list the Contra Costa County advisory board(s) on which you are **currently** serving:

Planning Commission (Vice Chair)

If Yes, please also list the Contra Costa County advisory board(s) on which you have **previously** served:

Workforce Development Board (Chair); Economic Opportunity Commission

List any volunteer and community experience, including any boards on which you have served.

Alameda County Superior Court
Oakland Children's Hospital
Brookside Community Health Center
California Hotel & Lodging Association

Do you have a familial relationship with a member of the Board of Supervisors? (Please refer to the relationships listed under the "Important Information" section below or Resolution No. 2021/234).

Please check one: ☐ Yes ☑ No

If Yes, please identify the nature of the relationship:

Do you have any financial relationships with the county, such as grants, contracts, or other economic relationships?

Please check one: ☐ Yes ☑ No

If Yes, please identify the nature of the relationship:

I CERTIFY that the statements made by me in this application are true, complete, and correct to the best of my knowledge and belief, and are made in good faith. I acknowledge and understand that all information in this application is publicly accessible. I understand and agree that misstatements and/or ommissions of material fact may cause forfeiture of my rights to serve on a board, committee, or commission in Contra Costa County.

Signed: Bhupen Amin **Date:** 05/03/26

Submit this application to: ClerkofTheBoard@cob.cccounty.us **OR** Clerk of the Board
1025 Escobar Street, 1st Floor
Martinez, CA 94553

Questions about this application? Contact the Clerk of the Board at (925) 655-2000 or by email at ClerkofTheBoard@cob.cccounty.us

Important Information

1. This application and any attachments you provide to it is a public document and is subject to the California Public Records Act (CA Government Code §6250-6270).
2. All members of appointed bodies are required to take the advisory body training provided by Contra Costa County.
3. Members of certain boards, commissions, and committees may be required to: 1) file a Statement of Economic Interest Form also known as a Form 700, and 2) complete the State Ethics Training Course as required by AB 1234.
4. Meetings may be held in various locations and some locations may not be accessible by public transportation.
5. Meeting dates and times are subject to change and may occur up to two (2) days per month.
6. Some boards, committees, or commissions may assign members to subcommittees or work groups which may require an additional commitment of time.
7. As indicated in Board Resolution 2021/234, a person will not be eligible for appointment if he/she is related to a Board of Supervisors' member in any of the following relationships: (1) Mother, father, son, and daughter; (2) Brother, sister, grandmother, grandfather, grandson, and granddaughter; (3) Husband, wife, father-in-law, mother-in-law, son-in-law, daughter-in-law, stepson, and stepdaughter; (4) Registered domestic partner, pursuant to California Family Code section 297; (5) The relatives, as defined in 1 and 2 above, for a registered domestic partner; (6) Any person with whom a Board Member shares a financial interest as defined in the Political Reform Act (Gov't Code §87103, Financial Interest), such as a business partner or business associate.

Bhupen B. Amin. Mr. Amin is President and Chief Operating Officer of Lotus Hotels, Inc. in Walnut Creek, California. In his capacity, Mr. Amin is responsible for the development, management, financing and operations of several hotel assets around the SF Bay Area, primarily franchised with Marriott, Hilton and Intercontinental Hotels. Prior to joining Lotus, Mr. Amin was an attorney at the Law Offices of Bowles & Verna in Walnut Creek, California with a focus on real estate litigation. He was a founder of an FDIC-insured bank in Silicon Valley, which he later helped consolidate into United Business Bank, a publicly traded (NASDAQ: BCML) community bank with 34 west coast branches and over $2 billion in assets today. He continues to serve as a member of the Bank's Board of Directors and is Chairman of the Directors Loan Committee.

Mr. Amin has acted as a Pro Tem Judge in the Alameda County Superior Courts for nearly 20 years, and served on the Board of the Brookside Community Health Center and finance committee of the UCSF Benioff Children's Hospital & Research Center in Oakland, CA. Mr. Amin served on Board of Directors of the California Hotel & Lodging Association (CH&LA) for over 15 years, and was an active member of the scholarship and Government Affairs committees of the American Hotel & Lodging Association (AH&LA) in Washington D.C. Mr. Amin became the first Indian-American to be elected Chairman of CH&LA, the largest state hotel association in the nation.

The Contra Costa County Board of Supervisors appointed Mr. Amin to serve on both the County's Economic Opportunity Council and Workforce Development Board, where he was elected as Chairman. He currently serves as Vice Chairman of the County Planning Commission of Contra Costa County, a region of over 1.2 million people. Mr. Amin recently launched a charitable initiative called Samaj Saves Lives to raise awareness about the critical need for organ and stem cell donation within the South Asian community. The Asian American Hotel Owners Association (AAHOA) honored him with their National Award for Philanthropy and Wyndham Hotels International generously named him their Cecil B. Day Award of Excellence winner for his community efforts. Mr. Amin earned his law degree from the University of California, Davis and secured his undergraduate degrees with honors in accounting and finance from the Haas School of Business at the University of California, Berkeley.

1025 ESCOBAR STREET
MARTINEZ, CA 94553

CONTRA COSTA COUNTY

Staff Report

File #: 26-2433 **Agenda Date:** 6/9/2026 **Agenda #:** C.37.

To: Board of Supervisors

From: Internal Operations Committee

Report Title: 2025 Internal Audit Report and 2026 Work Plan

☐Recommendation of the County Administrator ☒ Recommendation of Board Committee

RECOMMENDATIONS:
ACCEPT report on the Auditor-Controller's audit activities for 2025 and schedule of audits for 2026.

FISCAL IMPACT:
No fiscal impact.

BACKGROUND:
The Internal Operations Committee was asked by the Board in 2000 to review the process for establishing the annual schedule of audits, and to establish a mechanism for the Board to have input in the development of the annual audit schedule and request studies of departments, programs or procedures. The IOC recommended a process that was adopted by the Board on June 27, 2000, which called for the IOC to review the schedule of audits proposed by the Auditor-Controller and the County Administrator each December. However, due to the preeminent need during December for the Auditor to complete the Comprehensive Annual Financial Report, the IOC, some years ago, rescheduled consideration of the Auditor's report.

Internal Audit Division Manager, Sandra Bewley, presented the 2025 report to the Internal Operations Committee at its regular meeting on March 23, 2026. Attached is the report from the Auditor-Controller reviewing the department's audit activities for 2025 and transmitting the proposed schedule of financial audits for 2026, which are already in progress.

The Internal Audit Division completed (25) examinations on the Schedule of Internal Audit Examinations for 2025. As in past years, the Auditor's Office found a lack of adherence to several of the County's administrative requirements for safeguarding inventories and assets, and for ensuring reliable records. Noncompliance with procurement card policies were also among recent findings. The Auditor's Office follows up with departments six months following the audits to review corrective action plans and their effectiveness.

CONSEQUENCE OF NEGATIVE ACTION:
This information report will not be accepted.

Office of the Auditor-Controller
Contra Costa County

Joanne M. Bohren, CPA
Auditor-Controller

625 Court Street
Martinez, California 94553-1282
Phone (925) 608-9300
Fax (925) 608-9395

Peter Karumbi, CPA
Assistant Auditor-Controller

March 23, 2026

TO: Internal Operations Committee

FROM: Joanne M. Bohren, CPA, Auditor-Controller
By: Sandi Bewley, Auditor-Controller Division Manager

SUBJECT: Internal Audit-Annual Report

The Board of Supervisors adopted a policy on June 27, 2000, directing the Auditor-Controller to annually report to the Internal Operations Committee on the proposed schedule of Internal Audit examinations for the following calendar year. The attached *"Schedule of Internal Audit Examinations"* provides the proposed examination schedule for 2026, and the attached *"Schedule of Internal Audit Examinations for 2025"* summarizes the status of the 2025 examinations.

The Internal Audit Division completed twenty-five (25) of the twenty-seven (27) examinations on the Schedule of Internal Audit Examinations for 2025. Of the remaining two (2) examinations scheduled, fieldwork is in progress and the examinations will be completed in calendar year 2026 due to hiring new staff and additional training time needed in the Office of the Auditor-Controller.

Examination Reports

Objectives:
The necessary tests and procedures were conducted to determine if, within the scope of the examinations, the following financial conditions existed:

- Assets were adequately safeguarded.
- Appropriate internal controls were in place and functional.
- Records were accurate and reliable.
- Statutory, contractual, and administrative requirements were followed.

General Findings:
There is an overall lack of adherence to several of the County's administrative requirements. Many of the departmental examinations included recommendations due to the following:

- Lack of compliance with the Administrative Bulletins established to ensure accurate and reliable records;
- Lack of compliance with the Administrative Bulletins established to safeguard assets;
- Lack of accurate and reliable records for inventory activities; and,
- Lack of adherence to the procurement card manual.

Conditions:
Approximately thirty-three percent (33%) of the findings in 2025 were repeated from previous examinations which is a decrease from forty-six percent (46%) in 2024. Common examination conditions included:

- Lack of segregation of duties,
- Lack of safeguarding of inventories and assets;
- Lack of internal controls for contract monitoring;
- Lack of internal controls of unauthorized transactions for expense reports;
- Lack of adequate procurement card supporting documentation; and,
- Unauthorized charges on procurement cards.

In order to correct issues timely and mitigate repetitive findings, the Internal Audit division follows-up with auditees six months after the issuance of the examination report to determine if the recommendations were implemented. No data is available yet on the status of the 2025 findings.

Procurement Card

The quarterly procurement card reviews continue to reflect compliance issues in the use of the card for services, meal payments, printing services, and items of a personal nature. Per the Procurement Card Manual, Section V.G., the use of a procurement card for services, meal payments, printing services, and items of a personal nature is prohibited. Cardholders are also prohibited from using the procurement card for purchases not authorized in the County's Administrative Bulletins. Additionally, required supporting documentation such as itemized receipts, transaction logs, and exception memos often is missing or inadequate.

2026 Scheduled Examinations

The Auditor-Controller Division Manager of the Internal Audit division and the Auditor-Controller performed a thorough review of existing and recurring examinations that should be incorporated in the 2026 schedule. The emphasis and priority in scheduling examinations is based on the perceived risk to the County. The schedule is composed of legally required examinations, such as the Treasury cash counts, and reoccurring examinations. Twenty-eight (28) examinations have been scheduled for calendar year 2026.

Legally required examinations have their basis in government code. Reoccurring examinations have a preferred cycle attached to them based on the perceived amount of inherent risk. If a concern comes to the attention of the Internal Audit Division a reoccurring examination may be scheduled prior to it being due based on the preferred cycle.

The County's financial operations are subject to audit by a firm of independent external auditors, Macias Gini & O'Connell, LLP, (MGO). The external auditors are responsible for performing an annual audit of the general-purpose financial statements of the County. The external auditors also perform an annual "Single Audit" of the County's federal financial-assistance programs. Other independent auditors perform annual audits of the Contra Costa County Housing Authority, state grant programs, and the First 5 Contra Costa Children and Families Commission.

Attachments

	Department Project Description	Historical Estimated Hours	Last Done Through	Prefd. Examination Cycle (yrs)	Scheduled For 2025	Estimated Hours 2025	Exam Hours 2025
	2025 Examinations Completed and Reports Issued						
	Auditor-Controller						
0105	Revolving/Cash Diff. Fund & Shortage Report (fiscal year)	60	06/24	1 (Law)	X	60	31.00
0037	Misc A-C duties (ie Petty Cash ICQ;Relief of Shortage;Increase/New Petty Cash; Recons)	60		1	X	60	26.00
	County Administrator						
0031	Measure X Funding	New	New	Special	X	150	120.00
	Treasurer-Tax Collector						
0151	Treasury Cash & Investments - 1st qtr	50	03/24	1/4 (Law)	X	50	72.00
0151	Treasury Cash & Investments - 2nd qtr	50	05/24	1/4 (Law)	X	50	112.50
0151	Treasury Cash & Investments - July 1	50	07/24	1/4 (Law)	X	50	56.50
0151	Treasury Cash & Investments - 3rd qtr (Auditor recommendation)	50	09/24	1/4 (Law)	X	50	22.50
0151	Treasury Cash & Investments - 4th qtr	50	12/24	1/4 (Law)	X	50	37.00
0151-A	Tax Collector Cash on Hand - 1st qtr	20	03/24	1/4	X	20	14.50
0151-A	Tax Collector Cash on Hand - 2nd qtr	20	05/24	1/4	X	20	13.00
0151-A	Tax Collector Cash on Hand - July 1	20	07/24	1/4	X	20	12.00
0151-A	Tax Collector Cash on Hand - 3rd qtr	20	09/24	1/4	X	20	15.00
0151-A	Tax Collector Cash on Hand - 4th qtr	20	12/24	1/4	X	20	12.00
0172	Treasury Oversight Committee (calendar year)	175	12/23	1 (Law)	X	175	273.50
	Employment and Human Services						
5001	FNS-209 Report Validation Review	100	06/24	1	X	100	52.00
5001	Aging and Adult Services	200	04/17	3	X	200	393.50
	Human Resources						
0351	General Department Examination	170	07/17	5	X	170	269.00
	Health Services						
4671	Alcohol and Other Drugs	175	04/17	2	X	175	294.00
5401	Year End Inventory Control (Pharmacy)	110	06/15	3	X	110	223.50
5408	CCHP Vendor Payments	175	05/14	3	X	175	273.00
	Purchasing:						
1493	Procurement Card Program - 3rd qtr	100	09/24	1/4 (CAO)	X	100	155.00
1493	Procurement Card Program - 2nd qtr	100	06/24	1/4 (CAO)	X	100	176.00
1493	Procurement Card Program - 1st qtr	100	03/24	1/4 (CAO)	X	100	137.00
1493	Procurement Card Program - 4th qtr (2024)	100	12/23	1/4 (CAO)	X	100	116.50
	Sheriff						
2553	Seized and Forfeited Property	150	12/12	5	X	150	236.00

Schedule of Internal Audit Examinations for 2025

	Department Project Description	Historical Estimated Hours	Last Done Through	Prefd. Examination Cycle (yrs)	Scheduled For 2025	Estimated Hours 2025	Exam Hours 2025
	Examinations started in 2025 and to be completed in 2026						
	Board of Supervisors						
1105	District 5 General Departmental Examination (including MACs)	100	06/16	4	X	100	225.00
	Treasurer-Tax Collector						
0155	Duplicate Payment Trust (831500)	75	04/14	4	X	75	121.50

Schedule of Internal Audit Examinations
Calendar Year 2026

	Department Project Description	Historical Estimated Hours	Last Done Through	Prefd. Examination Cycle (yrs)	Scheduled For 2026	Exam Hours 2026
	Auditor-Controller					
0105	Revolving/Cash Diff. Fund & Shortage Report (fiscal year)	60	06/25	1 (Law)	X	60
0037	Misc A-C duties (ie Petty Cash ICQ;Relief of Shortage;Increase/New Petty Cash; Recons)	60		1	X	60
	Treasurer-Tax Collector					
0151	Treasury Cash & Investments - 1st qtr	50	01/25	1/4 (Law)	X	50
0151	Treasury Cash & Investments - 2nd qtr	50	05/25	1/4 (Law)	X	50
0151	Treasury Cash & Investments - July 1	50	07/25	1/4 (Law)	X	50
0151	Treasury Cash & Investments - 3rd qtr (Auditor recommendation)	50	08/25	1/4 (Law)	X	50
0151	Treasury Cash & Investments - 4th qtr	50	10/25	1/4 (Law)	X	50
0151-A	Tax Collector Cash on Hand - 1st qtr	20	01/25	1/4	X	20
0151-A	Tax Collector Cash on Hand - 2nd qtr	20	05/25	1/4	X	20
0151-A	Tax Collector Cash on Hand - July 1	20	07/25	1/4	X	20
0151-A	Tax Collector Cash on Hand - 3rd qtr	20	08/25	1/4	X	20
0151-A	Tax Collector Cash on Hand - 4th qtr	20	10/25	1/4	X	20
0156	Tax Redemptions	200	12/14	4	X	200
0172	Treasury Oversight Committee (calendar year)	175	12/24	1 (Law)	X	175
	Department of Information Technology					
0258	Communications Equipment Inventory	100	06/18	3	X	100
	District Attorney					
2421	General Department Examination	225	02/18	3	X	225
	Employment and Human Services					
5001	FNS-209 Report Validation Review	100	06/25	1	X	100
5001	Children and Family Services	250	04/17	3	X	250
	Health Services					
5402	Hospital and Clinics (Collections and Petty Cash)	200	07/19	2	X	200
	County Libraries					
6201	General Departmental Examination	275	05/19	4	X	275
	Probation					
3081	General Departmental Examination	240	04/24	2 (Law)	X	240
	Public Works					
0634	Voyager Cards	160	03/19	3	X	160

Schedule of Internal Audit Examinations
Calendar Year 2026

	Department Project Description	Historical Estimated Hours	Last Done Through	Prefd. Examination Cycle (yrs)	Scheduled For 2026	Exam Hours 2026
	Purchasing:					
1493	Procurement Card Program - 3rd qtr	100	09/25	1/4 (CAO)	X	100
1493	Procurement Card Program - 2nd qtr	100	06/25	1/4 (CAO)	X	100
1493	Procurement Card Program - 1st qtr	100	03/25	1/4 (CAO)	X	100
1493	Procurement Card Program - 4th qtr (2025)	100	12/24	1/4 (CAO)	X	100
	Sheriff					
2551	Escrow Fund (aka Sheriff's Civil)	300	04/16	2	X	300
3002	Inmate Welfare Fund	140	02/15	2	X	140

1025 ESCOBAR STREET
MARTINEZ, CA 94553

CONTRA COSTA COUNTY

Staff Report

File #: 26-2434 **Agenda Date:** 6/9/2026 **Agenda #:** C.38.

To: Board of Supervisors

From: Internal Operations Committee

Report Title: FY2024-25 Fleet ISF Annual Report

☐Recommendation of the County Administrator ☒ Recommendation of Board Committee

RECOMMENDATIONS:
ACCEPT the 2024/25 annual report from the Public Works Director on the Internal Service Fund and status of the County's Vehicle Fleet.

FISCAL IMPACT:
No fiscal impact.

BACKGROUND:
In FY 2008/09, the Board approved the establishment of an Internal Service Fund (ISF) for the County Fleet, administered by the Public Works Department. Each year, the Public Works Department Fleet Services Manager analyzes the fleet and annual vehicle usage and makes recommendations to the Internal Operations Committee (IOC) on the budget year vehicle replacements and on the intra-County reassignment of underutilized vehicles, in accordance with County policy. The Board requested the IOC to review annually the Public Works Department report on the fleet and on low-mileage vehicles.

At its regular meeting of March 23, 2026, the Internal Operations Committee received the 2024/25 report and presentation by the Public Works Department on the ISF and disposition of low-mileage vehicles. The attached report is provided for the Board's information.

CONSEQUENCE OF NEGATIVE ACTION:
This informational report will not be accepted.

Contra Costa County
Public Works Department

Warren Lai, Director
Deputy Directors
Stephen Kowalewski, Chief
Allison Knapp
Carrie Ricci
Sarah Price
Joe Yee

Memo

March 23, 2026

TO: Internal Operations Committee
Supervisor Diane Burgis, District III , Chair
Supervisor Candace Andersen, District II, Vice Chair

FROM: Warren Lai, Public Works Director

SUBJECT: FLEET INTERNAL SERVICE FUND FY 2024-25 REPORT

Recommendation

Accept the Internal Service Fund (ISF) Fleet Services report for FY 2024-25.

Background

The Fleet Services Division has operated as an Internal Service Fund since 2008 to ensure stable and long-term vehicle replacement funding.

Fleet Services provides various services to County departments including the acquisition, preventative maintenance, repair, and disposal of fleet vehicles and equipment. The division services the County's fleet of 1738 vehicles/equipment/trailers, of which, 1174 vehicles are included in the ISF program.

ISF Rate Structure

There are three components to recover operational costs for vehicles in the ISF Fleet Services program which are charged to the departments. They are:

1. A fixed monthly cost to cover insurance, Fleet Services overhead, and vehicle depreciation / replacement
2. A variable cost based on miles driven to cover maintenance and repair costs
3. Direct costs for fuel

This rate structure enables the ISF to collect monthly payments from customer departments over the life cycle of the units to fund operations and enable the systematic replacement of units at the end of a vehicle's useful life or when it becomes a cost-effective decision to do so.

The estimated fixed and variable rates are adjusted each year to develop ISF rates as close to actual costs as possible for each class of vehicle. Accordingly, the FY 2023-24 expenses were reviewed to develop new rates for FY 2024-25, which went into effect September 1, 2024. Please refer to Attachment A accompanying this report for the ISF Fleet Rates Schedule.

Fleet Services Goals and Objectives

- Continue to provide cost-effective services that meet our customers' needs and expectations by evaluating additional services and new technologies to increase efficiency.

- Continue to evaluate and recommend for replacement all vehicles and fleet equipment that are due for replacement based on a predetermined schedule and/or a time when it is most cost-effective to do so and in accordance with Administrative Bulletin 508.6. This increases vehicle availability through reduced down time associated with an older fleet.

- Continue to maintain a newer fleet focusing on preventative maintenance thus reducing repair costs typically associated with an older fleet.

- Continue to purchase zero emission vehicles whenever feasible and to increase the number of electric vehicles in the fleet as existing equipment requires replacement.

- Continue to ensure that all County vehicles are maintained and repaired in a timely, safe, and cost-effective manner in order to provide departments with safe, reliable vehicles and equipment.

- Continue to work with departments to identify vehicles and equipment that are underutilized in an effort to maximize fleet utilization, identify departmental actual needs, and reduce overall fleet costs.

Highlights

- In FY 2024-25, 54 vehicles were purchased, 47% less than FY 2023-24, and 50% more than were purchased in FY 2022-23. Of this amount, 8 are new additions to the fleet requested by departments for newly hired staff and new or expanded services.

- Fleet Services continually reviews vehicle usage to reduce underutilized vehicles according to Administrative Bulletin 508.6. A review of FY 2024-25 usage identified 36 units as being underutilized that required further analysis for possible reassignment or disposal. Fleet will continue to monitor vehicle usage and work with departments to determine if there are longer-lasting work patterns that eliminate the need for underutilized vehicles and reassign or dispose of those vehicles as appropriate.

- Fleet Services continues to promote building a Zero-Emission Fleet according to Administrative Bulletin 508.6 by purchasing 23 battery electric vehicles (BEV) and 6 plug-in electric hybrid vehicles (PHEV) as replacement vehicles in FY 2024-25.

- Fleet Services continue to install telematics GPS devices, where appropriate, to help improve fleet utilization, identify vehicle locations in the event of an emergency, reduce costs by identifying and immediately reporting operational issues with the vehicle, and improve accuracy of odometer readings. Department users of vehicles equipped with the telematics GPS devices also have access to standard reports which they can use to review incidences of speeding, excessive idling, vehicle utilization, etc. to help reduce departmental fleet cost. 791 vehicles in the County fleet are equipped with these devices.

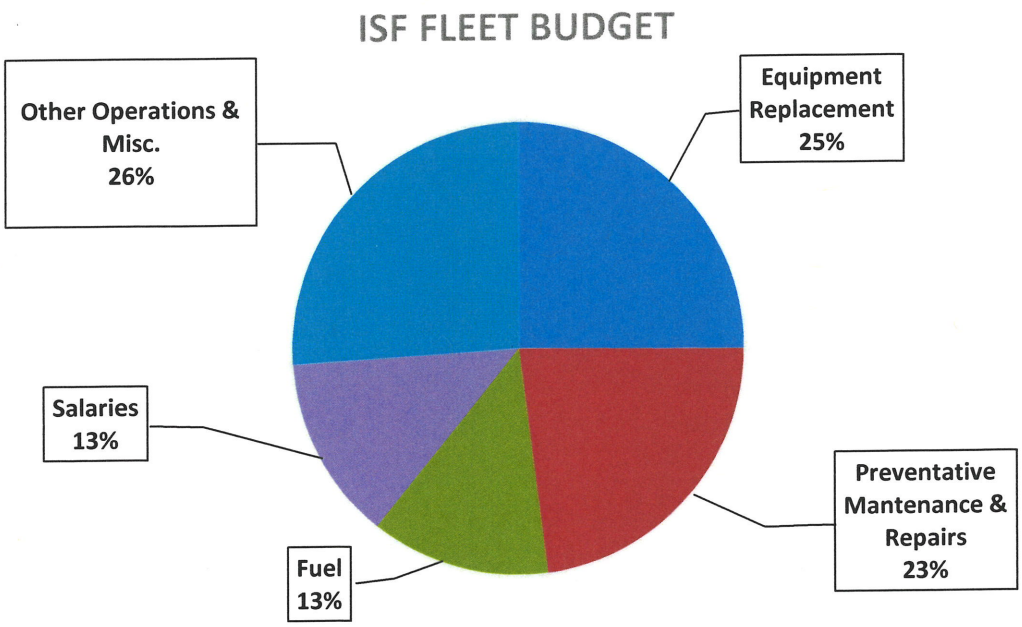
Internal combustion engine light vehicles equipped with the telematics GPS device are enrolled in the State Continuous Smog Testing Program excluding them from the mandatory biennial physical smog test, which reduces cost and vehicle downtime. The telematics device continuously monitors emissions performance and will send a notification immediately when a fault is detected so repairs can be made.

Summary

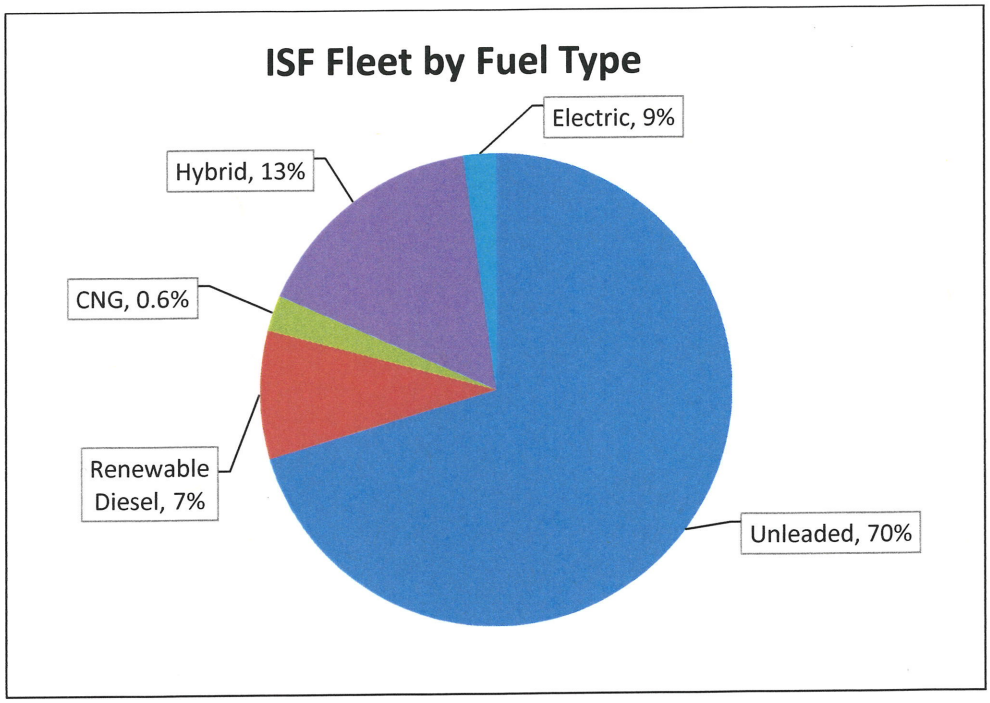
In FY 2024-25, Fleet Services had a staff of 16 Administration and Operations employees. The Administration section consists of one Fleet Manager, one Fleet Services Supervisor, one Lead Materials Technician, 3 Materials Technicians and one Clerk. The Operations section consists of 1 Shop Lead, 2 Equipment Services Workers, 4 Equipment Mechanics and 2 Equipment Service Writers.

The FY 2024-25 budget of $27,279,966 included: $3,600,733 for salaries and benefits; $6,236,309 for vehicle repairs; $3,500,000 for fuel; and $6,847,705 for the replacement of fleet vehicles and equipment.

The FY 2024-25 actual expenditure total was $18,837,911. In addition, expenditures for the purchase of ISF equipment was $3,149,979 and $2,558,321 was on order at fiscal year-end. Included in the FY 2024-25 Total Revenue reported on Attachment B is $3,501,790 of new revenue for the purchase of additional vehicles and equipment. The ending ISF Fund Balance for FY 2024-25 was $26,189,690. This increase in fund balance is related to the increased value of equipment within the ISF.



Fleet Services continues to purchase zero emission vehicles whenever feasible and plans to increase the number of electric vehicles in the fleet as existing equipment requires replacement. All diesel vehicles can use renewable diesel fuel, and all light vehicles must have a Zero Emissions Vehicle (ZEV) rating, unless otherwise approved by the County Administrator's Office.



Fleet Services continues to work to achieve the primary goals and objectives of providing County departments with vehicles and equipment that are safe, reliable, economically sustainable, and consistent with departmental needs and requirements at the lowest possible cost. The Division will continue to monitor vehicle use to optimize new vehicle acquisition and better utilize existing vehicle assets.

Attachments:

A ISF Rates Schedule
B ISF Fund Balance
C ISF Net Assets

G:\Admin\Joe\Fleet Management\IOC Annual Fleet Report\IOC Fleet Report FY2024-25\IOC Fleet Report FY2024-25 Final 3-10-2026.docx

Internal Service Fund - Fleet Services
ISF Fleet Rates Schedule
FY 2024-25

Category	FY 2019-20		FY 2020-21		FY 2021-22		FY 2022-23		FY 2023-24		FY 2024-25		% Change	
	Monthly Rate	Mileage Charge	Monthly Rate	Mileage Charge	Monthly Rate	Mileage Charge	Monthly Rate	Mileage Charge	Monthly Rate	Mileage Charge	Monthly Rate	Mileage Charge	Monthly Rate	Mileage Charge
ISF-Sedan	$ 378.00	$ 0.240	$ 388.17	$ 0.300	$ 397.08	$ 0.300	$ 460.42	$ 0.294	$ 461.00	$ 0.294	$ 441.00	$ 0.325	-4.3%	10.5%
ISF-Cargo Van	334.50	0.330	326.67	0.470	369.25	0.360	414.58	0.340	431.00	0.465	494.00	0.546	14.6%	17.4%
ISF-Passenger Van	327.92	0.450	360.50	0.460	381.83	0.350	433.00	0.430	433.00	0.628	491.00	0.594	13.4%	-5.4%
ISF-Patrol	794.25	0.580	905.42	0.610	905.00	0.560	1,015.92	0.564	1,020.00	0.771	1,034.00	0.930	1.4%	20.6%
ISF-Sports Utility Vehicle	432.67	0.400	442.17	0.250	452.75	0.260	498.17	0.269	507.00	0.269	490.00	0.294	-3.4%	9.3%
ISF-Truck, Compact	258.50	0.320	283.50	0.380	368.42	0.400	469.50	0.343	505.00	0.701	575.00	0.353	13.9%	-49.6%
ISF-Truck, Fullsize	356.42	0.460	413.75	0.430	421.17	0.460	513.50	0.335	555.00	0.504	600.00	0.514	8.1%	2.0%
ISF-Truck, Utility	507.92	0.400	567.67	0.340	624.58	0.330	707.08	0.270	708.00	0.326	743.00	0.389	4.9%	19.3%

Attachment A

Internal Service Fund - Fleet Services
Fund Balance
For the Year Ended June 30, 2025

	FY 2023-24		FY 2024-25	
Beginning Fund Balance		**$ 19,074,473**		**$ 21,384,074**
Expenses				
Salaries & Benefits	$ 2,290,238		$ 2,306,366	
Services and Supplies, Other Charges	12,379,024		12,737,065	
Depreciation	3,414,565		3,794,480	
Total Expenses		**$ 18,083,827**		**$ 18,837,911**
Revenues				
Charges for services	$ 19,897,450		$ 23,105,866	
Transfers In/(Out)	-		27,258	
Sale of Surplus Vehicles	148,095		320,108	
Indemnifying Proceeds (Accidents)	347,884		190,295	
Total Revenue		**$ 20,393,428**		**$ 23,643,527**
Change in Fund Balance		**$ 2,309,601**		**$ 4,805,616**
FY Ending Fund Balance		**$ 21,384,074**		**$ 26,189,690**

Attachment B

Internal Service Fund - Fleet Services
Balance Sheet (Fund 150100)
As of June 30, 2025

		FY 2023-24	FY 2024-25
Assets			
Current Assets:			
0010	Cash	$ 8,096,997	$ 12,639,634
0100	Accounts Receivable	40,877	(14,766)
0170	Inventories	133,573	155,269
0180	Due From Other Funds	3,039,841	3,632,343
0250	Prepaid Expense	57,662	110,770
	Total Current Assets	$ 11,368,949	$ 16,523,249.78
Noncurrent Assets:			
0340	Equipment	$ 33,951,837	$ 37,442,227
0360	Construction In Progress	3,276,354	901,503
0370	Reserve For Depreciation	(25,175,743)	(26,887,781)
	Total Noncurrent Assets	$ 12,052,448	$ 11,455,950
	Total Assets	**$ 23,421,397**	**$ 27,979,199**
Liabilities			
0500/0510	Accounts Payable	$ 821,192	$ 620,955
0540	Due To Other Funds	1,135,342	1,062,948
0640	Employee Fringe Benefit Pay	80,788	105,607
	Total Liabilities	**$ 2,037,322**	**$ 1,789,510**
Net Position			
	Net Capital Assets	$ 12,052,448	$ 11,455,950
	Working Capital	9,331,626	14,733,740
	Total Net Position	**$ 21,384,074**	**$ 26,189,690**

1025 ESCOBAR STREET
MARTINEZ, CA 94553

CONTRA COSTA COUNTY

Staff Report

File #: 26-2406 **Agenda Date:** 6/9/2026 **Agenda #:** C.39.

To: Board of Supervisors

From: Kristin Connelly, Clerk-Recorder

Report Title: Contract Amendment with Liberty Vote USA, Inc. for Electronic Voting Equipment

☒Recommendation of the County Administrator ☐ Recommendation of Board Committee

RECOMMENDATIONS:

APPROVE and AUTHORIZE the Clerk-Recorder, or designee, to execute a contract amendment with Liberty Vote USA, Inc. ("Liberty Vote") to increase the payment limit by $1,500,000 to $15,500,000 for the purchase of electronic voting system equipment and services with an effective date of June 1, 2026, and no change to the term through December 31, 2032.

FISCAL IMPACT:

The Liberty Vote contract for $15,500,000 is within the Department's operating budget, 100% Technology Fund.

BACKGROUND:

The Clerk-Recorder has been under a single-source contract with Dominion Voting Systems, Inc. since March of 2018 for procurement, warranty, licensing, and service of the County's voting system equipment. In October 2018, the Department amended its first amendment to the agreement with Dominion Voting Systems, Inc., to replace its 12-year-old vote-counting system with a modern tabulation system and equipment utilizing up-to-date technology. In February 2020, the Department entered into a second amendment to the agreement for the purchase of two high-speed ballot scanners for additional ballot counting and business continuity. In January 2022, the Department amended the agreement a third time to include additional voting system enhancements and related services, including a remote-accessible vote-by-mail system designed for use by both military and overseas voters, as well as voters with disabilities. In June 2023, the Department entered into a fourth amendment to include overages due to additional services and equipment costs. In January 2024, the agreement was amended a fifth time to extend the contract term through December 31, 2026.

In October 2025, Dominion Voting Systems, Inc. changed its name to Liberty Vote USA Inc. All voting systems and components certified by the California Secretary of State remained valid under the new ownership, and no changes were made to the software, firmware, or hardware of the system. The Department amended the agreement a sixth time in January 13, 2026 to carry the department through December 31, 2032 to ensure uninterrupted procurement, warranty, licensing, and service of the County's Voting System during the 2026 Primary and General Elections, 2028 Primary and General Elections, 2030 Primary and General Elections,

2032 Primary and General Elections, and any Special Elections called in 2026, 2027, 2028, 2029, 2030, 2031, or 2032. This agreement also provided the Department with the ability to purchase additional equipment for the purpose of disaster recovery backup as well as upgrade existing voting system equipment.

This seventh amendment is to purchase said upgrade to existing electronic voting equipment for the estimated amount of $1,468,066.20; specifically, the replacement of 400 Ballot Marking Devices and their accessories that have reached their end-of-life.

CONSEQUENCE OF NEGATIVE ACTION:

The Clerk-Recorder would be unable to conduct County Elections and potentially expose the County to legal action for the Department being out of compliance with the statutory requirement of continuously operating a certified voting system.

1025 ESCOBAR STREET
MARTINEZ, CA 94553

CONTRA COSTA COUNTY

Staff Report

File #: 26-2407 **Agenda Date:** 6/9/2026 **Agenda #:** C.40.

To: Board of Supervisors

From: Kristi Jourdan, Communication and Media Director

Report Title: Fund Balance Appropriation for Media Equipment in CCTV

☒Recommendation of the County Administrator ☐ Recommendation of Board Committee

RECOMMENDATIONS:
APPROVE Appropriation Adjustment No. BDA-26-00613 authorizing the transfer of current year fund balance of $130,000 to the Office of Communications & Media/CCTV for the purchase of studio and media related equipment to support productions and cable television channel management operations.

FISCAL IMPACT:

The Final County Budget for Fiscal Year 2025-26 includes "Obligated Fund Balances for FY 2025-26" showing that $2,822,622 has been obligated to CCTV/PEG (Public, Educational, Government Access Channels) in the General Fund. This recommended appropriation adjustment will further reduce the fund balance by $130,000 to provide for the purchase of critical equipment for the operations of CCTV.

BACKGROUND:
Fund Balance Available will be increased by $130,000 and capital appropriations will be increased in Org. 1225 (Office of Communications & Media/CCTV) to provide appropriations in FY 26-27 for the purchase of studio and media related equipment to support productions and cable television channel management operations.

CONSEQUENCE OF NEGATIVE ACTION:
Appropriations will not be properly allocated to provide for the purchase of this necessary equipment to operate the CCTV functions.

View Budget Amendment: Budget Amendment: FY 2025-26 - Operating Budget on 05/22/2026 : BDA-26-00613

Company Contra Costa County
Budget Template Operating Budget : FY 2025-26 Operating Budget
Budget FY 2025-26 Operating Budget
Organizing Dimension Type
Amendment ID BDA-26-00613
Amendment Date 05/22/2026
Description Appropriate revenue from Fund Balance (CCTV/PEG) to provide appropriations for PEG equipment purchase
Amendment Type Appropriation / Estimated Revenue Adjustment
Balanced Amendment Yes
Entry Type Mid-Year Adjustments
Status In Progress

Budget Amendment Entries

Period	*Ledger Account/Summary	Home Organization	*Cost Center	*Fund	Debit Amount	Credit Amount	Memo	Exceptions
FY 2025-26 Year (FY 2025-26 Operating Budget)	2251:COMPUTER SOFTWARE COST	1200 GENERAL ADMINISTRATION (Home Org)	1225 COMMUNICATION & MEDIA	100300 GENERAL	$1,000.00	$0.00	Provide appropriations to OCM/CCTV to purchase PEG eligible equipment.	Warning : - Home Org on Budget Line Not Equal Initiator's Home Org
FY 2025-26 Year (FY 2025-26 Operating Budget)	4951:OFFICE EQUIP & FURNITURE	1200 GENERAL ADMINISTRATION (Home Org)	1225 COMMUNICATION & MEDIA	100300 GENERAL	$1,000.00	$0.00	Provide appropriations to OCM/CCTV to purchase PEG eligible equipment.	Warning : - Home Org on Budget Line Not Equal Initiator's Home Org
FY 2025-26 Year (FY 2025-26 Operating Budget)	2270:MAINTENANCE - EQUIPMENT	1200 GENERAL ADMINISTRATION (Home Org)	1225 COMMUNICATION & MEDIA	100300 GENERAL	$128,000.00	$0.00	Provide appropriations to OCM/CCTV to purchase PEG eligible equipment.	Warning : - Home Org on Budget Line Not Equal Initiator's Home Org
FY 2025-26 Year (FY 2025-26 Operating Budget)	9990:APPROPRIATED FUND BAL	1200 GENERAL ADMINISTRATION (Home Org)	1225 COMMUNICATION & MEDIA	100300 GENERAL	$0.00	$130,000.00	To provide revenue from fund balance for CCTV to make PEG eligible purchases (TMP-17825).	Warning : - Home Org on Budget Line Not Equal Initiator's Home Org

Process History

Process	Step	Status	Completed On	Due Date	Person (Up to 5)	All Persons	Comment
Budget Amendment Event	Budget Amendment Event	Step Completed	05/22/2026 11:00:57 AM	05/23/2026	Emlyn Struthers	1	
Budget Amendment Event	Review Budget Amendment	Not Required		05/23/2026		0	

View Budget Amendment: Budget Amendment: FY 2025-26 - Operating Budget on 05/22/2026 : BDA-26-00613

Process	Step	Status	Completed On	Due Date	Person (Up to 5)	All Persons	Comment
Budget Amendment Event	Approval by Department Approver – Budget Amendment	Approved	05/26/2026 08:43:28 AM		Timothy Ewell (Department Approver – Budget Amendment)	1	
Budget Amendment Event	Review Budget Amendment	Awaiting Action		05/23/2026	Analiza Pinlac (Budget Specialist (Auditor Office))	3	
					Xia Zhang (Budget Specialist (Auditor Office))		
					Yesenia Campos (Budget Specialist (Auditor Office))		

1025 ESCOBAR STREET
MARTINEZ, CA 94553

CONTRA COSTA COUNTY

Staff Report

File #: RES 2026-207 **Agenda Date:** 6/9/2026 **Agenda #:** C.41.

To: **Board of Supervisors**

From: John Kopchik, Director, Conservation and Development

Report Title: ADOPT Resolution to File a Homekey+ Application for the Choice in Aging Senior Housing Project

☒Recommendation of the County Administrator ☐ Recommendation of Board Committee

RECOMMENDATIONS:
RESCIND Resolution No. 2026-34 and ADOPT a resolution, authorizing the Department of Conservation and Development Director to apply for and execute a contract to accept State of California Homekey+ Funds in an amount not to exceed $30,000,000 for the Choice in Aging Senior Housing Project located at 490 Golf Club Road in the City of Pleasant Hill.

FISCAL IMPACT:
No General Fund Impact. This will be one hundred percent State funded with no County match requirement. This authorization by the Board of Supervisors (Board) is for the Department of Conservation and Development (DCD) to apply for Homekey+ competitive application funds from the State of California for the Choice in Aging Senior Housing project.

BACKGROUND:
On February 10, 2026, the Board adopted Resolution No. 2026-34 authorizing DCD, on behalf of the County, to apply for and execute a contract to accept State of California Homekey+ Funds for the Choice in Aging Senior Housing project located at 490 Golf Club Road in the City of Pleasant Hill.

On April 21, 2026, DCD submitted an application for Homekey+ funds for the Choice in Aging Senior Housing project. Comments were received from State staff and one of the items requested for correction was a resolution from the County naming all co-applicants in the adopted resolution.

Resolution No. 2026-34 only named Satellite Affordable Housing Associates (SAHA) as a co-applicant with the County, when there are two co-applicants in the Homekey+ application. The other co-applicant in addition to SAHA is Golf Club Housing L.P., the SAHA-affiliated limited partnership that will own the Choice in Aging Senior Housing project. Therefore, the new Board resolution, replacing Resolution No. 2026-34, for Homekey+ funds names SAHA and Golf Club Housing, L.P. as the two co-applicants with the County being the lead applicant. The new resolution must be adopted by the Board and submitted to the State prior to June 20, 2026, in order for the submitted application to remain under consideration.

CONSEQUENCE OF NEGATIVE ACTION:
Negative action will further delay the Choice in Aging Senior Housing project in Pleasant Hill if SAHA cannot

partner with a local jurisdiction and will not be able to apply for Homekey+ competitive grant funds.

THE BOARD OF SUPERVISORS OF CONTRA COSTA COUNTY, CALIFORNIA

and for Special Districts, Agencies and Authorities Governed by the Board

IN THE MATTER OF AUTHORIZING APPLICATION FOR, AND RECEIPT OF, LOCAL GOVERNMENT PLANNING SUPPORT GRANT PROGRAM FUNDS

WHEREAS, the Department of Housing and Community Development ("HCD") has issued a Notice of Funding Availability, dated November 26, 2024 ("NOFA"), for the Homekey+ Program ("Homekey+" or "Program"). HCD has issued the NOFA for Homekey+ grant funds pursuant to Health and Safety Code Section 50675.1.3 (Assem. Bill No. 140 (2021-2022 Reg. Sess.), § 20.); Health and Safety Code Section 50675.1.5 (Assem. Bill No. 531 (2023-2024 Reg. Sess.); Section 14184.402 of the Welfare and Institutions Code; Section 5891.5 of the Welfare and Institutions Code; and Round 5 and 6 of the Homeless Housing, Assistance and Prevention (HHAP) grant program. (Assem. Bill No. 129 (Chapter 40, Statutes 2023) and Assem. Bill No. 166 (Chapter 48, Statutes 2024), respectively.

WHEREAS, **the County Board of Supervisors of the County of Contra Costa** ("**Applicant**") desires to jointly apply for Homekey+ grant funds with **Satellite Affordable Housing Associates** (**Co-Applicant 1**) and **Golf Club Housing, L.P.** (**Co-Applicant 2**). Therefore, Applicant is joining Satellite Affordable Housing Associates and Golf Club Housing, L.P. in the submittal of an application for Homekey+ funds ("**Application** ") to HCD for review and consideration.

WHEREAS, HCD is authorized to administer Homekey+ pursuant to the Multifamily Housing Program (Chapter 6.7 (commencing with Section 50675) of Part 2 of Division 31 of the Health and Safety Code. Homekey+ funding allocations are subject to the terms and conditions of the NOFA, the Application, the HCD-approved STD 213, Standard Agreement ("**Standard Agreement**"), and all other legal requirements of the Homekey+ Program.

NOW, THEREFORE, BE IT RESOLVED

The Department of Conservation and Development Director of the **County of Contra Costa** is hereby authorized and directed to submit a joint Application to HCD in response to the NOFA, and to jointly apply for Homekey+ grant funds in a total amount not to exceed **$30,000,000**.

If the Application is approved, **the Department of Conservation and Development Director of the County of Contra Costa** is hereby authorized and directed to enter into, execute, and deliver a Standard Agreement in a total amount not to exceed **$30,000,000**, any and all other documents required or deemed necessary or appropriate to secure the Homekey+ funds from HCD and to participate in the Homekey+ Program, and all amendments thereto (collectively, the "**Homekey+ Documents**").

The County of Contra Costa acknowledges and agrees that it shall be subject to the terms and conditions specified in the Standard Agreement, and that the NOFA and Application will be incorporated in the Standard Agreement by reference and made a part thereof. Any and all activities, expenditures, information, and timelines represented in the Application are enforceable through the Standard Agreement. Funds are to be used for the allowable expenditures and activities identified in the Standard Agreement.

The Department of Conservation and Development Director of the County of Contra Costa is authorized to execute the Application and the Homekey+ Documents on behalf of the **County of Contra Costa** for participation in the Homekey+ Program.

PASSED AND ADOPTED this 9th day of June, 2026, by the following vote:

AYES: _ NAYS: _ ABSTAIN:_ / ABSENT:_ /

Monica Nino, County Administrator and Clerk of the Board of Supervisors

The undersigned, **Jami Morritt, Chief Assistant Clerk of the Board** of **County of Contra Costa** does hereby attest and certify that the foregoing is a true and full copy of a resolution of the governing body adopted at a duly convened meeting on the date above-mentioned, and that the resolution has not been altered, amended, or repealed.

SIGNATURE: _____ DATE: _____, 2026

NAME: Jami Morritt TITLE: Chief Assistant Clerk of the Board

File #: 26-2408 **Agenda Date:** 6/9/2026 **Agenda #:** C.42.

To: Board of Supervisors

From: John Kopchik, Director, Conservation and Development

Report Title: Allocation of Livable Communities Trust Funds (District II and District III portions)

☒Recommendation of the County Administrator ☐ Recommendation of Board Committee

RECOMMENDATIONS:

1. APPROVE an allocation of $50,000 from the Livable Communities Trust (District II portion) to the Siesta Valley Foundation for the ADA and Accessibility Improvements Project, as recommended by Supervisor Andersen.

2. AUTHORIZE the Conservation and Development Director, or designee, to execute a contract with Siesta Valley Foundation in an amount not to exceed $50,000 for the ADA and Accessibility Improvements Project, subject to approval by the County Administrator and approved as to form by County Counsel.

3. APPROVE an allocation of $250,000 from the Livable Communities Trust (District III portion) to The Friends of the Oakley Library for the Oakley Library and Community Center Project, as recommended by Supervisor Burgis.

4. AUTHORIZE the Conservation and Development Director, or designee, to execute a contract with The Friends of Oakley Library in an amount not to exceed $250,000 for Oakley Library and Community Center Project subject to approval by the County Administrator and approved as to form by County Counsel.

FISCAL IMPACT:
100% Livable Communities Trust. This action allocates $50,000 from the District II portion of Livable Communities Trust Fund and $250,000 from the District III portion of the Fund monies. The current available balance in the District II portion of the Fund to allocate is $1,407,040.95 (prior to the allocation). The current available balance in the District III portion of the Fund to allocate $1,549,013.95 (prior to the allocation).

BACKGROUND:
Livable Communities Trust Fund
The Livable Communities Trust Fund (LCT Fund) is a Special Revenue Mitigation Fund that was established by the Board of Supervisors on November 15, 2005, following the approval of the Camino Tassajara Combined General Plan Amendment Project, also known as the Alamo Creek and Intervening Property residential projects, and was required as a condition of approval. The Fund was established to implement the County's Smart Growth Action Plan. The residential developers pay an $8,000 per unit fee (excluding the affordable

housing portions of the projects) into the Trust. The Department of Conservation and Development administers the Fund.

On December 3, 2013, the Board of Supervisors determined that revenue from the Fund should be spent equally among supervisorial districts. At complete build-out, deposits to the Fund will total $8,448,000. As of May 15, 2026, the account has collected $8,376,000 in revenue fees, and $1,869,069.77 accrued interest with $3,549,571.13 remaining in uncommitted funds. The approved expenditures to date are attached.

Siesta Valley Foundation ADA and Accessibility Improvement Project
The Siesta Valley Foundation is requesting, and Supervisor Anderson recommends $50,000 of LCT Funds for the American Disabilities Act (ADA) and Accessibility Improvement Project at the former Cal Shakes/Burns Amphitheatre located at 100 Gateway Boulevard in the City of Orinda. The project includes ADA accessibility and site improvements to enable safe public use of the former Cal Shakes/Bruns Amphitheatre venue. Work will upgrade accessible paths of travel from the meadow to the amphitheater, add ADA-compliant seating and parking, and improve restroom accessibility. Additional enhancements include pathway lighting, entry and queue management improvements, drainage and erosion control, and general site repairs. These improvements ensure compliance with accessibility standards while enhancing overall safety and visitor experience. The total project cost is projected to be $122,000, with $78,000 for ADA improvements and $44,000 for site and safety improvements. The project supports Smart Growth Action Plan number four: To promote economic revitalization in urban infill communities.

Oakley Library and Community Center Project
The Friends of the Oakley Library is requesting, and Supervisor Burgis recommends $250,000 of LCT Funds for the Oakley Library and Community Center Project located at 3235 Main Street in the City of Oakley. The proposed Oakley Library and Community Center project is a new single-story, approximately 13,370 square-foot civic center site located in downtown Oakley. It is designed to serve as a flexible, multi-functional community hub. The project will replace the existing Oakley library that shares space with the library at Freedom High School. The Library Project expects to break ground on construction in October with construction expected to be complete by the end of 2027. The overall budget for the Library Project is $13 million. That budget includes approximately $1 million that The Friends of the Oakley Library has raised, which includes this allocation of $250,000 of LCT Funds recommended by Supervisor Burgis. To date, the project has the initial design-build agreement which covers the concept level work, as well as the design-build agreement through building permits. As proposed, the $250,000 of LCT Funds will pay for the soft-cost work related to the design-build agreement. The Library Project supports Smart Growth Action Plan number three: Promote innovative land use planning and design principles that encourage mixed used and infill development.

CONSEQUENCE OF NEGATIVE ACTION:
Not applicable.

Liveable Communities Trust Fund
List of Projects - BOS June 9, 2026

Project No.	Board Date	Grant Recipient	Project	Smart Growth Action Plan Goal	District I	District II	District III	District IV	District V	Total Expenditures	Remaining Balance	Rate of Expenditure
					$ 1,834,549	$ 591,973	$ 450,000	$ 1,753,977	$ 1,815,000	$ 4,540,185.90	$ 1,905,312.74	70%
2026-01	1/20/2026	Danville Area Chamber of Commerce	Women's Enterprise Initiative	Economic revitalization in urban infill communities	$ -	$ 12,000	$ -	$ -	$ -	$ -	$ 12,000	0%
2025-04	12/16/2025	The Lafayette Park Trust	Lafayette Theater Renovation	Economic revitalization in urban infill communities	$ -	$ 50,000	$ -	$ -	$ -	$ -	$ 50,000	0%
2025-03	11/4/2025	PWD	SRV Street Smarts 7/1/2025 - 6/30/2027	Fund transit & transportation imp.	$ -	$ 40,000	$ -	$ -	$ -	$ 40,000	$ -	100%
2025-02	10/7/2025	PWD	La Serena/Iron Horse Crosswalk Beacon	Fund transit & transportation imp.	$ -	$ 30,000	$ -	$ -	$ -	$ 30,000	$ -	100%
2025-01	4/1/2025	Town of Moraga	Crosswalk Enhancement Projec	Fund transit & transportation imp.	$ -	$ 25,000	$ -	$ -	$ -	$ 25,000	$ -	100%
2024-15	12/17/2025	STS Academy	Afterschool Tutorial	Economic revitalization in urban infill communities	$ -	$ -	$ -	$ -	$ 100,000	$ -	$ 100,000	0%
2024-14	12/17/2025	Open Opportunities Inc.	Trades and Job Training for Career Readiness	Economic revitalization in urban infill communities	$ -	$ -	$ -	$ -	$ 100,000	$ 100,000.00	$ -	100.00%
2024-13	11/5/2024	Martinez Unified School District	Academic & Social Support	Economic revitalization in urban infill communities	$ -	$ -	$ -	$ -	$ 100,000	$ 91,975.20	$ 8,025	92%
2024-12	11/5/2024	John Swett Unified School District	Academic & Social Support	Economic revitalization in urban infill communities	$ -	$ -	$ -	$ -	$ 100,000	$ 100,000.00	$ -	100%
2024-11	11/5/2024	Pittsburg Unified School District	Academic & Social Support	Economic revitalization in urban infill communities	$ -	$ -	$ -	$ -	$ 100,000	$ -	$ 100,000	0%
2024-10	11/5/2024	Antioch Unified School District	Antioch High School - Academic & Social Support	Economic revitalization in urban infill communities	$ -	$ -	$ -	$ -	$ 100,000	$ -	$ 100,000	0%
2024-09	11/5/2024	Pittsburg High School	Marching Band Equipment & Uniforms	Economic revitalization in urban infill communities	$ -	$ -	$ -	$ -	$ 50,000	$ -	$ 50,000	0%
2024-08	11/5/2024	Pittsburg Youth Development Center, Inc.	Outreach Development & Recreational Activities	Economic revitalization in urban infill communities	$ -	$ -	$ -	$ -	$ 100,000	$ 74,760.95	$ 25,239.05	74.76%
2024-07	11/5/2024	Meals on Wheels Diablo Region	Meals on Wheels	Economic revitalization in urban infill communities	$ -	$ -	$ -	$ -	$ 100,000	$ 48,484.20	$ 51,516	48%
2024-06	11/5/2024	Food Bank of Contra Costa & Solano	Collaborative Food Distribution Program	Economic revitalization in urban infill communities	$ -	$ -	$ -	$ -	$ 100,000	$ 36,321.20	$ 63,679	36%

Liveable Communities Trust Fund
List of Projects - BOS June 9, 2026

Project No.	Board Date	Grant Recipient	Project	Smart Growth Action Plan Goal	District I	District II	District III	District IV	District V	Total Expenditures	Remaining Balance	Rate of Expenditure
2024-05	11/5/2024	Los Medanos College Foundation	Community Facility Fees Support	Economic revitalization in urban infill communities	$ -	$ -	$ -	$ -	$ 50,000	$ -	$ 50,000	0%
2024-04	11/5/2024	Los Medanos College Foundation	Veterans Student Support Services	Economic revitalization in urban infill communities	$ -	$ -	$ -	$ -	$ 50,000	$ -	$ 50,000	0%
2024-03	11/5/2024	Los Medanos College Foundation	LMC Child Development Center/Adult Learner Asst.	Economic revitalization in urban infill communities	$ -	$ -	$ -	$ -	$ 100,000	$ -	$ 100,000	0%
2024-02	11/5/2024	Los Medanos College Foundation	Technology Upgrades, Classroom & Laboratory Imp.	Economic revitalization in urban infill communities	$ -	$ -	$ -	$ -	$ 200,000	$ 199,659.11	$ 341	99.83%
2024-01	8/6/2024	PWD	Montalvin Manor Park	Innovative land use planning for mixed use projects	$ 68,000	$ -	$ -	$ -	$ -	$ -	$ 68,000	0%
2023-04	11/28/2023	PWD	SRV - Street Smarts 7/1/23-6/30/25	Fund transit & transportation imp.	$ -	$ 40,000	$ -	$ -	$ -	$ 40,000.00	$ -	100%
2023-03	10/3/2023	PWD	La Serena Ave Intersection Study	Fund transit & transportation imp.	$ -	$ 5,515	$ -	$ -	$ -	$ 5,498.14	$ 16.86	99.69%
2023-02	6/27/2023	Danville Area Chamber of Commerce	Women's Enterprise Initiative	Economic revitalization in urban infill communities	$ -	$ 10,000	$ -	$ -	$ -	$ 10,000	$ -	100%
2023-01	2/7/2023	YES Nature to Neighborhoods	YES Nature to Neighborhoods Non-Construction Design	Economic revitalization in urban infill communities	$ 150,000	$ -	$ -	$ -	$ -	$ 150,000	$ -	100%
2022-13	11/1/2022	CCTA	Northern Waterfront Ferry	Fund transit & transportation imp.	$ -	$ -	$ -	$ -	$ 40,000	$ 40,000	$ -	100%
2022-12	10/11/2022	PWD	Pedestrian Signage - Blackhawk Rd	Fund transit & transportation imp.	$ -	$ 6,000	$ -	$ -	$ -	$ 6,000	$ -	100%
2022-10	10/4/2022	Choice in Aging	Aging in Place Campus	Construct or renovate affordable housing	$ -	$ -	$ -	$ 490,590	$ -	$ 344,429.46	$ 146,160.54	70%
2022-09	9/20/2022	Monument Crisis Center	Family Resource Center	Economic revitalization in urban infill communities	$ -	$ -	$ -	$ 250,000	$ -	$ 150,000	$ 100,000	60%
2022-08	6/21/2022	City of Orinda	Orinda Park Master Plan - Conceptual Design Update	Innovative land use planning for mixed use projects	$ -	$ 25,000	$ -	$ -	$ -	$ -	$ 25,000	0%

Liveable Communities Trust Fund
List of Projects - BOS June 9, 2026

Project No.	Board Date	Grant Recipient	Project	Smart Growth Action Plan Goal	District I	District II	District III	District IV	District V	Total Expenditures	Remaining Balance	Rate of Expenditure
2022-07	6/21/2022	The Lafayette Park Trust	Lafayette Theater Project	Innovative land use planning for mixed use projects	$ -	$ 25,000	$ -	$ -	$ -	$ 25,000	$ -	100%
2022-06	6/21/2022	Moraga Community Foundation	Moraga Commons Enhancement	Economic revitalization in urban infill communities	$ -	$ 25,000	$ -	$ -	$ -	$ 25,000	$ -	100%
2022-05	5/10/2022	PWD	SRV Street Smarts - 2022/23	Fund transit & transportation imp.	$ -	$ 20,000	$ -	$ -	$ -	$ 20,000	$ -	100%
2022-04	5/10/2022	PWD	SRV Street Smarts - 2021/22	Economic revitalization in urban infill communities	$ -	$ 20,000	$ -	$ -	$ -	$ 20,000	$ -	100%
2022-03	5/10/2022	Clayton Community Foundation	Misc. Library Programs	Economic revitalization in urban infill communities	$ -	$ -	$ -	$ 250,000	$ -	$ 100,000	$ 150,000	40%
2022-02	5/10/2022	Walnut Creek Library Foundation	Misc. Library Programs	Economic revitalization in urban infill communities	$ -	$ -	$ -	$ 250,000	$ -	$ 100,000	$ 150,000	40%
2022-01	5/10/2022	Pleasant Hill Library Foundation	Misc. Library Programs	Economic revitalization in urban infill communities	$ -	$ -	$ -	$ 250,000	$ -	$ 250,000	$ -	100%
2020-02	12/15/2020	PWD	SRV Street Smarts - 2020/21	Fund transit & transportation imp.	$ -	$ 10,000	$ -	$ -	$ -	$ 10,000	$ -	100%
2020-01	9/22/2020	Community HSG Dev. Corp. NR	Heritage Point Commercial	Economic revitalization in urban infill communities	$ 505,336	$ -	$ -	$ -	$ -	$ -	$ 505,336	0%
2019-08	10/22/2019	PWD	SRV Street Smarts - 2019/20	Fund transit & transportation imp.	$ -	$ 20,000	$ -	$ -	$ -	$ 20,000	$ -	100%
2019-07	7/30/2019	DCD	District V Code Enforcement	Economic revitalization in urban infill communities	$ -	$ -	$ -	$ -	$ 100,000	$ 100,000	$ -	100%
2019-06	7/30/2019	PWD	PWD - Beautification Bay Point	Economic revitalization in urban infill communities	$ -	$ -	$ -	$ -	$ 50,000	$ 50,000	$ -	100%
2019-05	7/30/2019	Sheriff's Office	Bay Point Resident Deputy Program	Economic revitalization in urban infill communities	$ -	$ -	$ -	$ -	$ 200,000	$ 200,000	$ -	100%

Liveable Communities Trust Fund
List of Projects - BOS June 9, 2026

Project No.	Board Date	Grant Recipient	Project	Smart Growth Action Plan Goal	District I	District II	District III	District IV	District V	Total Expenditures	Remaining Balance	Rate of Expenditure
2019-04	6/18/2019	Innovation Tri Valley	2040 Tri Valley Vision Plan Investment	Innovative land use planning for mixed use projects	$ -	$ 10,000	$ -	$ -	$ -	$ 10,000	$ -	100%
2019-03	3/26/2019	RYSE Center	RYSE Center Capital Expansion	Economic revitalization in urban infill communities	$ 51,174	$ -	$ -	$ -	$ -	$ 51,174	$ -	100%
2019-02	3/26/2019	PWD	RYSE Acq. - Phase 2	Economic revitalization in urban infill communities	$ 42,500		$ -	$ -	$ -	$ 42,500	$ -	100%
2019-01	1/15/2019	PWD	Friends of the El Sobrante Library	Economic revitalization in urban infill communities	$ 15,045	$ -	$ -	$ -	$ -	$ 15,045	$ -	100%
2018-07	12/18/2018	Choice in Aging	Infrastructure Workforce Development	Clean up land for redevelopment/Create jobs near housing	$ -	$ -	$ -	$ 13,200	$ -	$ 13,200	$ -	100%
2018-06	12/4/2018	PWD	SRV Street Smarts - 2018/19	Fund transit & transportation imp.	$ -	$ 20,000	$ -	$ -	$ -	$ 20,000	$ -	100%
2018-05	6/12/2018	PWD	RYSE Acq. - Phase 1	Economic revitalization in urban infill communities	$ 25,000	$ -	$ -	$ -	$ -	$ 25,000	$ -	100%
2018-04	3/27/2018	Innovation Tri Valley	Tri Valley Rising Report	Innovative land use planning for mixed use projects	$ -	$ 10,000	$ -	$ -	$ -	$ 10,000	$ -	100%
2018-03	3/27/2018	PWD	Newell Avenue Pathway	Fund transit & transportation imp.	$ -	$ 75,000	$ -	$ -	$ -	$ 75,000	$ -	100%
2018-02	2/27/2018	H3	Contra Costa Housing Security Fund	Construct or renovate affordable housing	$ -	$ 10,000	$ -	$ -	$ -	$ 10,000	$ -	100%
2018-01	1/16/2018	PWD	SRV Street Smarts - 2017/18	Fund transit & transportation imp.	$ -	$ 20,000	$ -	$ -	$ -	$ 20,000	$ -	100%
2017-03	9/19/2017	Garden Park Apartments Community	Garden Park Apartments	Construct or renovate affordable housing	$ -	$ -	$ -	$ 125,000	$ -	$ 125,000	$ -	100%
2017-02	3/14/2017	Mobility Matters	Rides for Veterans	Fund transit & transportation imp.	$ -	$ 33,458	$ -	$ 50,187	$ -	$ 83,645	$ -	100%
2017-01	3/7/2017	Aglantis	Agra Tech Solar Light Greenhouse	Economic revitalization in urban infill communities	$ -	$ -	$ -	$ 25,000	$ 25,000	$ 50,000	$ -	100%
2016-03	12/20/2016	DCD	Agriculture Policy Study	Innovative land use planning for mixed use projects	$ -	$ -	$ 150,000	$ -	$ -	$ 150,000	$ -	100%

Liveable Communities Trust Fund
List of Projects - BOS June 9, 2026

Project No.	Board Date	Grant Recipient	Project	Smart Growth Action Plan Goal	District I	District II	District III	District IV	District V	Total Expenditures	Remaining Balance	Rate of Expenditure
2016-02	12/20/2016	DCD	Marsh Creek Trail	Fund transit & transportation imp.	$ -	$ -	$ 250,000	$ -	$ -	$ 250,000	$ -	100%
2016-01	6/14/2016	CHDC	Heritage Point Apartments	Construct or renovate affordable housing	$ 927,494	$ -	$ -	$ -	$ -	$ 927,494	$ -	100%
2013-01	10/22/2013	DCD	Northern Waterfront	Economic revitalization in urban infill communities	$ 50,000	$ 50,000	$ 50,000	$ 50,000	$ 50,000	$ 250,000	$ -	100%
					$ 1,834,549	**$ 591,973**	**$ 450,000**	**$ 1,753,977**	**$ 1,815,000**	**$ 4,540,185.90**	**$ 1,905,312.74**	**70%**

1025 ESCOBAR STREET
MARTINEZ, CA 94553

CONTRA COSTA COUNTY

Staff Report

File #: 26-2409 **Agenda Date:** 6/9/2026 **Agenda #:** C.43.

To: Board of Supervisors

From: John Kopchik, Director, Conservation and Development

Report Title: Solid waste collection rate increase for residential and commercial customers in the unincorporated areas served by Allied Waste / Republic Services under County Franchise Agreement

☒Recommendation of the County Administrator ☐ Recommendation of Board Committee

RECOMMENDATIONS:
APPROVE a 17% solid waste collection rate increase, effective July 1, 2026, for residential and commercial customers served by Allied Waste Systems, Inc., under its franchise agreement with the County.

FISCAL IMPACT:
The costs for County staff time spent and any related consulting services focused on administering the County's Franchise Agreement with Allied, are covered by solid waste/recycling collection franchise fees.

BACKGROUND:
The Franchise Agreement between the County and Allied (owned by Republic Services) grants Allied the exclusive privilege and duty to collect solid waste, recyclables and organics routinely generated by residential and commercial customers within the designated Allied service area (also known as the "Franchise Area"). The Allied Franchise Area covers the following ten (10) unincorporated areas:

1. Alhambra Valley (portion) - District I & V
2. Canyon - District II
3. Antioch, Unincorporated - District III
4. Marsh Creek / Morgan Territory - District III & IV
5. Concord, Unincorporated (portion) - District IV
6. Clayton, Unincorporated - District IV
7. Pleasant Hill, Unincorporated - District V
8. Pacheco / Vine Hill / Martinez, Unincorporated - District V
9. Bay Point (eastern portion) / Clyde - District V
10. Cummings Skyway (portion) - District V

The existing Franchise Agreement between the County and Allied expires on July 31, 2026. County staff has been negotiating a new long term Franchise Agreement with Allied Waste which is expected to be presented to the Board of Supervisors on July 14, 2026.

History of Solid Waste Collection Rate Adjustments Since 2016: There have been numerous rate adjustments in the Allied Franchise Area since 1998 when the County adopted a Rate Manual. Below is a summary of rate review and subsequent allowable rate adjustments since 2016.

- 2016: Base Year Rate Review - The recommended rate increase for residential and commercial customers was 19.27%, which was phased in over a two-year period. For the first year a 14.28% increase was needed to cover the costs of the hauler's operations. This increase was implemented in conjunction with service enhancements. For the following year there was a 4.99% base year rate pass through as described below.
- 2017: Interim Year - An increase of 8.5% was implemented, which was comprised of a 4.99% phased in 2016 base year increase and a 3.51% CPI adjustment. This increase was implemented in conjunction with service enhancements.
- 2018: Interim Year - CPI increase of 4.3%
- 2019: Interim Year - CPI increase of 2.7%
- 2020: Base Year Rate Review - No increase to rates
- 2021: Interim Year - CPI increase of 1.59%
- 2022: Extraordinary Circumstances Year - An increase of 11.8% to implement new services for compliance with SB 1383 regulations (moved from every other week collection to weekly collection of recycling and organics, adding food waste/scraps to be placed in organics cart for composting and route monitoring for container contamination).
- 2023: Interim Year - CPI increase of 5.69%
- 2024: Base Year Rate Review - The recommended rate increase for residential and commercial customers was 22.76%. Although there were no new services included with this rate increase, the Base Year Rate Review identified significant cost increases as a result of the service enhancements implemented in 2022. To lessen the impact of this rate increase on customers, Allied agreed to split this rate increase over two years, starting with a 12.76% rate increase in 2024. For the following year, the remaining 10% rate increase was passed through, plus the allowed CPI for that year, as described below.
- 2025: Interim Year - An increase of 12.7% was implemented, which was comprised of a 10% phased in 2024 base year increase and a 2.7% CPI adjustment.

2026 Rate Change: The 17% rate increase proposed to take effect on July 1, 2026 for the residential and commercial customers in the Allied Franchise Area is due to increased costs and deteriorating profit margin. Cost increases include, but are not limited to, labor increases resulting from recently approved collective bargaining agreements, fuel increases as well as proportional cost of some new collection vehicles to replace trucks that are at the end of their life.

Table 1 below shows the existing residential customer monthly rates based on cart size, the change in dollar amount with the 17% increase, and the new monthly rate that will take effect July 1, 2026. The 32-gallon cart size is the most popular cart size for this Franchise Area.

Table 1 - Residential Rates

Cart Size	**Current Monthly Rates**	**Monthly Rate Increase** (17%)	**New Monthly Rates** (effective July 1, 2026)
20-gallon cart	$26.33	$4.48	$30.81
32-gallon cart	$34.46	$5.86	$40.32
64-gallon cart	$51.38	$8.73	$60.11
95-gallon cart	$66.64	$11.33	$77.97

Table 2 below is a rate comparison table reflecting the 17% rate increase against other unincorporated communities and cities throughout Contra Costa County. It shows the mean and median pricing for all of the jurisdictions listed, and the difference from the mean for the new proposed County/Allied residential rates. After the 17% rate increase, these customers will still be paying 19-32% less than the average residential customer around the County.

Table 2 - Residential Rate Comparison

Jurisdiction	20 Gallon	32/35 Gallon	64 Gallon	96 Gallon
Alamo (RecycleSmart)	$34.94	$39.61	$75.47	$113.22
Antioch	$35.25	$41.39	$66.80	$78.47
Brentwood	N/A	$36.17	$49.82	$65.66
Clayton	$39.16	$41.44	$60.29	$65.69
Concord	N/A	$54.31	$73.42	$90.04
Crockett (County)	$41.52	$49.23	$86.31	$104.86
Danville (RecycleSmart)	$40.67	$45.08	$76.68	$113.84
Discovery Bay (County)	$42.34	$52.82	$61.27	$72.89
El Cerrito	$57.28	$76.14	$151.19	N/A
El Sobrante (County)	$43.90	$55.26	$107.68	$160.52
Hercules	$47.81	$58.07	$105.76	$152.56
Kensington (KCSD)	$57.58	$61.58	N/A	N/A
Lafayette (RecycleSmart)	$46.07	$52.62	$99.31	$148.94
Martinez	$35.21	$48.82	$61.98	$118.09
Moraga (RecycleSmart)	$46.29	$53.46	$106.91	$160.33
Mt. View (MVSD)	$36.75	$47.50	$54.73	$90.66
Oakley	N/A	$52.67	$73.66	$83.58
Orinda (RecycleSmart)	$61.86	$70.68	$132.60	$199.05
Pacheco (County) - Current County/Allied	**$26.33**	**$34.46**	**$51.38**	**$66.64**
Pinole	$43.11	$55.37	$105.08	$153.61
Pittsburg	N/A	N/A	$61.71	$72.66
Pleasant Hill	$33.16	$38.14	$51.51	$76.64
Richmond	$44.87	$57.54	$112.26	$168.92
Rodeo (RSD)	$42.17	$45.12	$54.60	$74.34
San Pablo	$41.21	$52.37	$99.06	$147.54
San Ramon	$40.35	$49.31	$81.20	$129.32
Walnut Creek (RecycleSmart)	$28.72	$33.91	$64.05	$95.65
Mean	**$42.02**	**$50.12**	**$81.72**	**$112.15**
Median	**$41.52**	**$50.84**	**$74.57**	**$104.86**
Proposed County/Allied (with 17% increase)	**$30.81**	**$40.32**	**$60.11**	**$77.97**
Difference from the Mean (after rate change)	-$11.21	-$9.80	-$21.61	-$34.18
% Difference from the Mean (after rate change)	-27.0%	-19.3%	-29.0%	-32.6%

CONSEQUENCE OF NEGATIVE ACTION:
If the Board of Supervisors does not approve the recommended 17% rate increase effective July 1, 2026, the collection rates would remain the same. Without the proposed rate increase, Allied is not willing to continue providing services because the company would not have the means to collect sufficient revenue from the

customers in the County Franchise Area to cover the company's costs for providing collection services to said customers.

1025 ESCOBAR STREET
MARTINEZ, CA 94553

CONTRA COSTA COUNTY

Staff Report

File #: 26-2410 **Agenda Date:** 6/9/2026 **Agenda #:** C.44.

To: Board of Supervisors

From: John Kopchik, Director, Conservation and Development

Report Title: Participation in Grant application to the Bay Area Air District from their Local Community Benefits Fund for Benicia and Surrounding Communities

☒Recommendation of the County Administrator ☐ Recommendation of Board Committee

RECOMMENDATIONS:

APPROVE and AUTHORIZE the Conservation and Development Director, or designee, to participate as a co-applicant in applying for and accepting, if awarded, a grant of up to $1.2 million from the Bay Area Air District Reinvesting Penalties for Air Improvement and Resilience grant program to develop with The Watershed Project, the lead applicant, an environmental stewardship academy benefiting designated eligible communities from Rodeo to Pittsburg.

FISCAL IMPACT:

100% Grant funds. The Opportunity grant has a maximum award of $5,000,000. The Watershed Project will apply for up to $1.2 million. These funds will be allocated between the lead applicant, The Watershed Project, and the County as described in detail below. The allocation to the County would be $315,000 and includes administrative costs. No County matching funds are required.

BACKGROUND:

The Bay Area Air District (Air District) adopted the Community Benefits Penalty Funds Policy to directly support communities disproportionately impacted by air pollution. Penalty funds and other funds from enforcement actions are administered through the Bay REPAIR (Reinvesting Penalties for Air Improvement and Resilience) program and are allocated to the Local Community Benefits Fund or the Regional Community Benefits Fund. The Local Community Benefits Fund reinvests back in the specific community affected by the air quality violations that led to the penalty. The Local Community Benefits Fund may also invest mitigation funds that are more limited in their scope. The Local Community Benefits Fund Program Goals are to:

- Reduce air pollution or mitigate its impacts, improve public health outcomes, and build economic resilience for a just transition away from the harmful effects of a fossil fuel-based economy.
- Advance integrated projects to holistically meet community needs.
- Strengthen community-led and collaborative solutions.

The Air District, in conjunction with the California Air Resources Board, fined Valero Refining Company for air quality violations in October 2024. The Local Community Benefits Fund for Benicia and surrounding communities has $60,011,061 in available funding. The Air District may revise this funding estimate to account for any accrued interest.

The Air District identified the City of Benicia, where the Valero refinery is located, as an eligible community. To identify additional eligible communities, the Air District conducted an analysis and developed an eligibility map that was

informed by estimates of long-term air pollution exposure and community vulnerability. Projects located in Benicia and the following surrounding communities are eligible for funding.

- Vallejo
- Rodeo
- Crockett
- Port Costa
- Martinez (areas north of Highway 4)
- Mountain View
- Vine Hill
- Pacheco
- Concord (areas north of Highway 4, and south of Highway 4 between I-680 and Highway 242)
- Clyde
- Bay Point
- Pittsburg

Awards from the Local Community Benefits Fund are divided into three grant types.

1. Seed Grants. Seed grants fund smaller projects led by non-profit organizations. These grants are open only to 501 (c)(3) organizations, range in size from $100,000 - $200,000, and are for terms up to two years.
2. Opportunity Grants. Opportunity grants fund multi-stakeholder collaboration over one or more projects. The Lead Applicant must partner with at least one Co-Applicant. Grants range in size from $500,000 - $5 million and are for terms up to three years. At least 25% of grant funds must be directed to co-applicants.
3. Catalyst Grants. Catalyst grants fund multi-stakeholder collaboration over multiple projects. Grant size ranges between $10 million - $40 million and are for terms up to five years. Benicia is the only community eligible to apply for a Catalyst grant.

$1.2 Million Opportunity Grant Proposal

The Watershed Project is the Lead Applicant for a grant proposal to the REPAIR program for an opportunity grant to fund a three-year pilot of an Environmental Stewardship Academy that will implement goals in the County's Climate Action and Adaptation Plan (CAAP). The program would be offered annually for three cohorts of residents in the Rodeo - Pittsburg corridor, hosting about 25 people/cohort. The Watershed Project would administer the grant and will provide content, facilitate the overall academy, and lead project-based learning opportunities, particularly around green infrastructure/gardens/trees. The County would coordinate with them on content, ensuring the information is consistent with the CAAP and is accurate. The County would provide speakers, drawing on the expertise of our elected officials, staff and other partners, and would also provide project-based learning opportunities focused on all-electric home retrofits.

This grant application, if successful, will enable the County and The Watershed Project to build on the success and momentum of learning academies the County is sponsoring currently for the Resilient Shoreline Plan and the Tree Plan. Over 100 people applied for the Resilient Shoreline Plan Learning Academy, and over 80 people applied for the Tree Plan Learning Academy. Both were offered for the first time this year. There was not capacity to accommodate all interested applicants. If this three-year pilot is successful, staff will seek funding to establish an ongoing countywide Environmental Stewardship Academy.

The Environmental Stewardship Academy will be closely aligned with the CAAP and will support implementation of key strategies related to air quality, natural infrastructure, and emissions reduction. The project will translate CAAP priorities into on-the-ground action and serve as a community-based mechanism for advancing CAAP implementation at the neighborhood level.

As a co-applicant to this grant, the County must receive at least 25% of the grant funds, which in this case is about $315,000 (opportunity grants must have a lead applicant and at least one co-applicant). The total grant ask is about $1.2 million.

CONSEQUENCE OF NEGATIVE ACTION:
If the Board of Supervisors does not support this grant application, the County would miss an opportunity to leverage Air District REPAIR funds to pilot an environmental stewardship academy for County residents along the Northern Waterfront from Rodeo to Pittsburg.

1025 ESCOBAR STREET
MARTINEZ, CA 94553

CONTRA COSTA COUNTY

Staff Report

File #: 26-2411 **Agenda Date:** 6/9/2026 **Agenda #:** C.45.

To: Board of Supervisors

From: John Kopchik, Director, Conservation and Development

Report Title: Grant in the amount of up to $75,000 from Keller Canyon Mitigation Fund for Enhanced Weatherization Program Services, through June 30, 2027

☒Recommendation of the County Administrator ☐ Recommendation of Board Committee

RECOMMENDATIONS:

APPROVE and AUTHORIZE the Conservation and Development Director, or designee, to apply for and accept a grant in an amount not to exceed $75,000 from the Contra Costa County Keller Canyon Mitigation Fund to implement Enhanced Weatherization Program Services, within the Keller Canyon Mitigation Area, covering Bay Point, Pittsburg, and Antioch, for the period July 1, 2026, through June 30, 2027.

FISCAL IMPACT:

100% Keller Canyon Mitigation Fund. The grant is expected to cover all costs related to installation of Enhanced Weatherization Program Services, including materials, and staff costs related to Keller Canyon Mitigation Fund grant administration.

BACKGROUND:

The Keller Canyon Mitigation Fund process was established in August 1992, and funds are used to mitigate effects of the landfill site by funding community-based organizations and County Departments for programs in the following areas: youth services, code enforcement, community beautification, public health and safety, and community services.

Enhanced Weatherization Program Services will use Keller Canyon Mitigation Funds to provide additional services to homes within the Keller Canyon Mitigation Area, covering Bay Point, Pittsburg, and Antioch, participating in the County Weatherization Program, a program that provides energy efficient home improvements to low and/or fixed income people at no cost. The services will focus on health and safety improvements and enhanced insulation installation that is unable to be provided through existing Weatherization Program funding sources. Making the necessary health and safety improvements will improve the quality of life of those living in these homes and will enable homes that have been deferred from the Weatherization Program to participate. Enhanced insulation will improve home comfort, improve energy efficiency which can reduce energy bills, and improve residents' health.

Existing Weatherization Program funding will be leveraged to cover costs associated with standard

Weatherization Program implementation, such as staff time to process applications and conduct inspections. Residents receiving enhanced Weatherization Program services will receive health and safety upgrades and insulation installation at no-cost.

CONSEQUENCE OF NEGATIVE ACTION:

If this proposal is not approved, the Department of Conservation and Development will not be able to implement the proposed Enhanced Weatherization Program Services.

File #: 26-2412 **Agenda Date:** 6/9/2026 **Agenda #:** C.46.

To: Board of Supervisors

From: John Kopchik, Director, Conservation and Development

Report Title: APPROVE and AUTHORIZE the Conservation and Development Director, or designee, to apply for and accept a grant in an amount not to exceed $106,000 from the Contra Costa County Keller Canyon Mitigation Fund to implement Trees for Bay Point, for the period July 1, 2026, through June 30, 2027.

☒Recommendation of the County Administrator ☐ Recommendation of Board Committee

RECOMMENDATIONS:

APPROVE and AUTHORIZE the Conservation and Development Director, or designee, to apply for and accept a grant in an amount not to exceed $106,000 from the Contra Costa County Keller Canyon Mitigation Fund to implement a community-based tree-planting program for Bay Point, for the period July 1, 2026, through June 30, 2027.

FISCAL IMPACT:

100% Keller Canyon Mitigation Fund. The grant is expected to cover all costs related to planting 45 trees in Bay Point and educating tree sponsors on how to plant and maintain trees.

BACKGROUND:

The Keller Canyon Mitigation Fund (KCMF) process was established in August 1992. Funds are used to mitigate effects of the landfill site by funding community-based organizations and County Departments for programs in the following areas: youth services, code enforcement, community beautification, public health and safety, and community services.

The frequency and severity of extreme heat events in Contra Costa County is expected to increase in coming years, particularly in impacted communities and in the eastern part of the county. One of the strategies to mitigate the impacts of extreme heat is to increase the number of trees. Tree canopy provides shade, which helps cool the community. Tree-lined streets can promote greater physical activity. Studies show that urban vegetation can help slow heartbeats, lower blood pressure, and relax brain wave patterns. Trees clean the air by absorbing pollution. There is evidence that neighborhoods with more tree canopy have higher property values.

The Sustainability Team in the Department of Conservation and Development is developing a Tree Plan, a roadmap for addressing the impacts of extreme heat by increasing tree canopy cover in the unincorporated areas of the County. The Tree Plan is funded through a grant from the Governor's Office of Land Use and Climate Innovation. The State has requested that the County plant 50 trees as a demonstration. The grant funded the

planting of 5 trees in Lynbrook Park in December 2025. The grant does not provide funding for the remaining trees.

This KCMF project will fund the planting of 45 trees in the primary target area. The County will partner with The Watershed Project, a community-based organization, that is a partner in the Tree Plan project. As part of the Tree Plan grant, over 30 County residents are participating in a Tree Learning Academy, a five-month program running February - June 2026, that is providing participants with information about how trees relate to heat, health, and neighborhood design. Graduates of the Tree Learning Academy will be recruited to be Tree Ambassadors. These Ambassadors will help identify community members who will sponsor trees funded by this grant. The sites for tree planting will be identified during implementation of the grant and will require land owner permission and include a plan for maintenance.

KCMF grant funds will cover the costs of staff time for this project.

CONSEQUENCE OF NEGATIVE ACTION:

If this proposal is not approved, the Department of Conservation and Development will not be able to implement the proposed Trees for Bay Point program.

1025 ESCOBAR STREET
MARTINEZ, CA 94553

CONTRA COSTA COUNTY

Staff Report

File #: RES 2026-208 **Agenda Date:** 6/9/2026 **Agenda #:** C.47.

To: **Board of Supervisors**

From: Monica Nino, County Administrator

Report Title: ADOPT a Resolution approving the Side Letter of agreement between Teamsters, Local 856 and Contra Costa County adding newly established per diem classifications to the MOU and applicable Appendix and modifying Section 49.4 to modify sick leave/paid time off for temporary employees.

☒Recommendation of the County Administrator ☐ Recommendation of Board Committee

RECOMMENDATIONS:
ADOPT a Resolution approving the Side Letter of agreement between Teamsters, Local 856 and Contra Costa County adding newly established per diem classifications to the MOU and applicable Appendix and modifying Section 49.4 to modify sick leave/paid time off for temporary employees.

FISCAL IMPACT:
The fiscal impact of the action regarding the per diem classifications is variable and depends on how many per diem employees are hired into roles that are eligible for the special pays listed in the Appendix and how many hours each employee works in the specified functions. Currently, the department employs a total of thirteen (13) per diems in the specified classifications and projects an additional cost of up to approximately $5,700 per month based on current usage.

BACKGROUND:
Contra Costa County provides employees with competitive leave benefits. Contra Costa Health Services has historically struggled to cover employee absences and has often had to rely on agency contracts to fill staffing gaps. Recognizing the use of per diem employees as an industry standard in healthcare, Contra Costa Health Services established 17 new per diem classifications, 16 of which are represented by Teamsters, Local 856. These employees may work variable shifts, and as such the MOU and Appendix needed to be modified in order for these employees to be eligible for various special pays, such as shift differentials and hazard pay.

Additionally, the modifications to Section 49.4 ensure that the MOU between Teamsters, Local 856 and Contra Costa County more closely aligns with industry standard sick leave and paid time off for temporary employees.

CONSEQUENCE OF NEGATIVE ACTION:
Per Diem employees will not receive the special pays that non-Per Diem classifications receive. Additionally, temporary employees will not receive the appropriate sick leave benefits in the correct timeframes.

THE BOARD OF SUPERVISORS OF CONTRA COSTA COUNTY, CALIFORNIA

and for Special Districts, Agencies and Authorities Governed by the Board

IN THE MATTER OF the Side Letter between Contra Costa County and Teamsters, Local 856 adding newly established per diem classifications to the MOU and applicable Appendix and modifying the MOU to update sick leave for temporary employees.

The Contra Costa County Board of Supervisors acting in its capacity as the governing board of Contra Costa County RESOLVES THAT:

Effective upon approval by the Board of Supervisors, the Side Letter of agreement dated May 7, 2026, be ADOPTED.

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SIDE LETTER
BETWEEN
CONTRA COSTA COUNTY
AND
Teamsters, Local 856

This side letter is by and between Teamsters, Local 856 (“Union”) and the County of Contra Costa ("County") (herein after “the Parties”). This Side Letter is effective upon the Board of Supervisors’ approval of this Side Letter.

The Parties agree to amend Subsection 54.1 Attendant-LVN-Aide Unit, Attachment F – Special Pays for Per Diem Employees, and Subsection 49 – Temporary Employees of the Memorandum of Understanding (MOU) between the County and Teamsters, Local 856 (July 1, 2022 – June 30, 2026) as follows:

54.1 Attendant-LVN-Aide Unit.

[*Sections 54.1.A through J remain unchanged*.]

K. Contiguous Shifts. At the County's request, if an employee in this unit works on all or parts of two contiguous shifts (more than eight (8) continuous hours) which is outside the employees’ regular work schedule and the first eight (8) hours fall on one day and the additional hours fall on the following day, the employee shall be paid a differential of one-half (½) the employees base salary rate in addition to the employees’ base salary rate for the hours worked in excess of eight (8) hours. Employees in this unit working at the CCCRMC who, at the County's request work two contiguous shifts (sixteen (16) continuous hours) shall be provided a meal in the hospital cafeteria at no cost to the employee.

Employees in the Hospital Nursing Service and in the classifications of Sterile Processing and Distribution Techs (1ETB, ~~and~~ 1EWA, and 1EWB), who work a double shift ~~who work a double shift~~ shall receive twenty-five dollars ($25.00) in addition to all other compensation for each double shift worked. Employees who work from the beginning of their regularly scheduled shift to the conclusion of the next scheduled shift will be considered to have worked a double shift. If the second shift is not completed, the premium will be prorated. If the total hours worked, excluding lunch breaks, exceed sixteen (16) hours, additional prorated premium will be paid.

L. Continuing Education. Each regular full-time Licensed Vocational Nurse and Psychiatric Technician with one or more years of County service shall be entitled to forty (40) hours leave with pay each year to attend accredited continuing education courses, institutions, workshops, or classes. Full-time Surgical Technicians will be entitled to fourteen (14) hours per year for the same purpose. Written requests for such leave must be submitted in advance and may be approved by the appropriate

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supervisor only in the event such leave does not interfere with staffing. The leave is accumulated from year-to-year if; 1) it is applied for and denied, 2) it is applied for this year for a course next year, and 3) if it is applied for to anticipate taking a specific course of more than forty (40) hours duration. The maximum leave available in any fiscal year may not exceed twice what may be accrued in any one fiscal year. The leave hereinabove defined shall not apply to those courses or programs the nurse is required by the County to attend.

A Licensed Vocational Nurse or Psychiatric Technician assigned to the night shift who attends a continuing education course of eight (8) hours duration outside his/her scheduled work time, may receive educational leave pay for the actual course time and may be excused from the night shift immediately preceding or following the course attended.

An employee who attends a pre-approved course on a date for which he/she is not regularly scheduled to work or who completes a pre-approved home study course, will be granted CE time off for the number of hours equivalent of the CE units earned. Only Board of Registered Nurses Accredited Courses will be approved. Such time off must be scheduled in advance by mutual agreement between the employee and the supervisor.

Each full-time Registered Dental Assistant with one or more years of County service shall be entitled to four (4) days of paid continuing education leave every two (2) years.

Permanent part-time employees shall receive prorated CE leave in the same ratio of their position hours to full-time.

Each full-time Certified Nursing Assistant with one or more years of County service shall be entitled to forty-eight (48) hours of paid continuing education leave every two (2) years.

M. Charge Pay. A fully certified Licensed Vocational Nurse (VT7G, VT7L, and VT71) or Psychiatric Technician who, at the County's' request, is placed in charge of a ward for an eight (8) hour shift shall receive an additional five dollars ($5.00) per shift.

N. Hospital Call-In Procedures. The following procedures shall apply to employees in the classes of Licensed Vocational Nurse (VT7G, VT7L, and VT71), Psychiatric Technician, and Hospital Attendant employed at CCCRMC who become ill prior to a scheduled work shift and supersedes Section 14.4 of this MOU.

1. Employees in the Hospital Nursing Service are required to notify the Nursing Office at least two (2) hours prior to the commencement of the evening or night shift or one (1) hour prior to the day shift if they are calling in sick or requesting unplanned time off. Employees in the Ambulatory Care Nursing Service are required to call in at least one (1) hour prior to their scheduled shift

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and leave a message in voice mail. Notification shall include the reasons and possible duration of the absence.

2. Employees in the Hospital Nursing Service returning from sick leave or emergency leave of any kind must give two (2) hours prior notice unless it was clearly understood at the outset of the leave when the employee planned to return. In the Ambulatory Care Nursing Service, to the extent possible, employees should notify the Charge Nurse by 4:00 p.m. of the day preceding their anticipated return.

3. Employees in the Hospital Nursing Service calling in sick, asking for emergency time off or calling in to say they will be late, must call the Nursing Office directly and not their unit area to advise of their intentions.

4. Employees who do not give the required notice of their intent not to come to work as scheduled shall be coded as absent without pay for payroll purposes unless they provide a reason which is satisfactory to Nursing Administration. Infrequent absences with justification shall normally later be charged to sick leave.

Hospital Nursing Service or Ambulatory Care Nursing Service employees who are called in to work a shift for which they are not scheduled after that shift has begun shall receive payment for actual time worked plus one (1) hour and shall be paid a minimum of two (2) hours pay.

O. Appointment Salary. The County may hire new employees into classes in this bargaining unit at any step of the salary range for the particular class. Consideration shall be given to the qualifications of the appointee relative to current incumbents. The County shall advise the Union of any appointments made at a salary level higher than that of an incumbent with equal qualifications.

P. Low Census. Unanticipated declines in hospital patient census may result in the need to temporarily reduce staffing hours for periods of time not requiring formal layoff procedures. When this occurs, the Hospital Nursing Service shall use a variety of procedures to call off and reassign staff. Those procedures will generally emphasize the call off of volunteers first, and the retention of permanent employees.

Employees may voluntarily request accrued time off by calling the Staffing Office and asking to be placed on a standing Absent Day list to be used for voluntary call offs in future low census days.

The Staffing Office will seek voluntary call offs on a shift-to-shift basis.

Employees will be floated to available assignments in other units for which they are oriented or otherwise qualified.

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If necessary, as assessed on a daily basis, employees will be required to take Involuntary Call Off days on an equitable rotation. Order of Involuntary Call Off will normally be Registry, Per Diem, Temporary, Permanent-intermittent, Permanent Part Time and Permanent Full-time. The maximum number of Involuntary Call Off days per permanent employee will not exceed one shift per month or three (3) shifts per year. Permanent employees will be offered the option of using vacation or holiday accruals if the employee has the accruals available. Otherwise, the employee will be placed on AWOP.

LT, Overtime, Per Diem, or Registry Nurses will not be assigned to work on units for which an employee who is on Involuntary Call Off day is qualified to work. Involuntary Call Offs will be reasonably distributed among the various nursing classifications consistent with the staffing patterns for patient census and acuity needs.

Employees will be notified a minimum of two hours in advance of each shift for which an Involuntary Call Off day is assigned. In the event such notice is not given, the affected employee will receive a minimum of two (2) hours work at the employee's regular rate. Should the hospital make such a documented attempt to notify the employee of a cancellation of shift, but be unsuccessful in doing so, this pay provision will not apply. It is the responsibility of the employee to maintain a current telephone number with the Staffing Office. Failure to do so relieves the Hospital of the notification and pay obligations.

The same procedures will be used in the event of reduced patient visits in the Ambulatory Care Nursing Service. They will be applicable at all Clinics and Health Centers.

These procedures will apply in the hospital when the patient census falls below 120. This provision shall remain in effect for the duration of this MOU.

[*The remainder of Section 54.1 remains unchanged.*]

Attachment F – Special Pays for Per Diem Employees

All Units

Tye of Pay (Pay Code)	MOU Section
County Overtime (OPT)	Section 7.1
FLSA Overtime (OTF)	None
Shift Differential Pay at 5% (SH2)	Section 10

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Unit Specific

7. **Attendant-LVN-Aide Unit (Section 54.1)**

Type of Pay (Pay Code)	MOU Section	Applicable Job Title(s)	Applicable Assigned Org (Org #)
Charge Pay	54.1.M	Licensed Vocational Nurse Per Diem (VT7L)	Hospital Nursing Services, incl. Sterile Processing
5p.m. – 9p.m. Shift Pay 12% (SH3)	54.1.C.2	1. Certified Medical Assistant Per Diem (VTWE), 2. Certified Nursing Assistant Per Diem (VTWD), 3. Licensed Vocational Nurse Per Diem (VT7L), 4. Orthopedic Technician Per Diem (VT7K), 5. Registered Dental Assistant Per Diem (V9WK), 6. Sterile Processing and Distribution Tech Per Diem (1EWB), 7. Surgical Technologist Per Diem (VT7J)	Hospital Nursing Services, incl. Sterile Processing
11p.m. – 8a.m. Shift Pay 15% (SH4)	54.1.C.2	1. Certified Medical Assistant Per Diem (VTWE), 2. Certified Nursing Assistant Per Diem (VTWD), 3. Licensed Vocational Nurse Per Diem (VT7L), 4. Orthopedic Technician Per Diem (VT7K), 5. Registered Dental Assistant Per Diem (V9WK), 6. Sterile Processing and Distribution Tech Per Diem (1EWB),	Hospital Nursing Services, incl. Sterile Processing

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		7. Surgical Technologist Per Diem (VT7J)	
Double Shift Premium (SHC)	54.1.K	Sterile Processing and Distribution Tech Per Diem (1EWB)	
Hazard Pay (HZ2)	44	1. Certified Medical Assistant Per Diem (VTWE), 2. Certified Nursing Assistant Per Diem (VTWD), 3. Licensed Vocational Nurse Per Diem (VT7L), 4. Orthopedic Technician Per Diem (VT7K), 5. Registered Dental Assistant Per Diem (V9WK), 6. Sterile Processing and Distribution Tech Per Diem (1EWB), 7. Surgical Technologist Per Diem (VT7J)	1. Conservatorship (0451) 2. Inmate Library Services (2490) 3. Detention Transportation (2575) 4. County Parole Program (2577) 5. Martinez Detention (2578) 6. West County Detention (2580) 7. Marsh Creek Detention (2585) 8. AB109 Program (2588) 9. Martinez Detention Infirmary (5700) 10. West County Detention Infirmary (5701) 11. Juvenile Hall Nursing (5702) 12. Detention Mental Health Martinez (5710) 13. Detention Mental Health West County (5711) 14. Youth Mental Health (5951) 15. West County Adult Mental Health (5974) 16. Psychiatric Unit (6313) 17. Psychiatric Emergency (6381) 18. Emergency (6383) 19. Hospital Admission Martinez (6553) 20. Outpatient Registration (6570)

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2. General Services and Maintenance Unit (Section 54.2)

Type of Pay (Pay Code)	MOU Section	Applicable Job Title(s)	Applicable Assigned Org (Org #)
Hazard Pay (HZ2)	44		1. Conservatorship (0451) 2. Inmate Library Services (2490) 3. Detention Transportation (2575) 4. County Parole Program (2577) 5. Martinez Detention (2578) 6. West County Detention (2580) 7. Marsh Creek Detention (2585) 8. AB109 Program (2588) 9. Martinez Detention Infirmary (5700) 10. West County Detention Infirmary (5701) 11. Juvenile Hall Nursing (5702) 12. Detention Mental Health Martinez (5710) 13. Detention Mental Health West County (5711) 14. Youth Mental Health (5951) 15. West County Adult Mental Health (5974) 16. Psychiatric Unit (6313) 17. Psychiatric Emergency (6381) 18. Emergency (6383) 19. Hospital Admission Martinez (6553) 20. Outpatient Registration (6570)

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3. Health Services Unit (Section 54.3)

Type of Pay (Pay Code)	MOU Section	Applicable Job Title(s)	Assigned Org (Org #)
Shift Differential Pay at 10% (SNS)	54.3.G.4	1. Respiratory Care Practitioner – Per Diem (VIVB) 2. Lab Tech II – Per Diem (VJVC) 3. Substance Abuse Counselor – Per Diem (VHV3)	
~~Cardio Pulmonary On Call (N17)~~	~~54.3.G.3~~	~~1. Respiratory Care Practitioner (VIVB)~~ ~~2. Cardiac Ultrasonographer (V8VH)~~	
Clinical Lab Charge Pay (D43)	54.3.B	Clinical Lab Scientist II Per Diem (VJVB)	
~~On Call (N15)~~	~~9~~ ~~54.3.H.1~~	~~1. Diagnostic Imaging Technologist III-A (V8NA), III-B (V8NB)~~ ~~2. Ultrasound Technologist II (V8TB)~~	
~~Call Back (N35)~~	~~8~~ ~~54.3.H.1~~	~~1. Respiratory Care Practitioner (VIVB)~~ ~~2. Cardiac Ultrasonographer (V8VH)~~ ~~3. Ultrasound Technologist II (V8TB)~~ ~~4. Diagnostic Imaging Technologist III-A (V8NA), III-B (V8NB)~~	
Hazard Pay (HZ2)		1. Substance Abuse Counselor Per Diem (VHVE) 2. Laboratory Tech II – Per Diem (VJVC) 3. Diagnostic Imaging Technologist III-A – Per Diem (V8NC), III-B – Per Diem (V8ND)	1. Conservatorship (0451) 2. Inmate Library Services (2490) 3. Detention Transportation (2575) 4. County Parole Program (2577) 5. Martinez Detention (2578) 6. West County Detention (2580) 7. Marsh Creek Detention (2585) 8. AB109 Program (2588) 9. Martinez Detention Infirmary (5700) 10. West County Detention Infirmary (5701) 11. Juvenile Hall Nursing (5702) 12. Detention Mental Health Martinez (5710) 13. Detention Mental Health West County (5711)

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			14. Youth Mental Health (5951) 15. West County Adult Mental Health (5974) 16. Psychiatric Unit (6313) 17. Psychiatric Emergency (6381) 18. Emergency (6383) 19. Hospital Admission Martinez (6553) 20. Outpatient Registration (6570)

SECTION 49 – TEMPORARY EMPLOYEES

[*Subsections 49.1 – 49.3 remain unchanged.*]

49.4 Paid Time Off.

A. Temporary employees shall begin accumulating a record of straight time hours worked.

B. ~~Based upon the accumulation of straight time hours recorded (paragraph 49.4.A above), effective the first of the month following completion of each 2080 straight time hours worked, the temporary employee shall be~~ Following ninety (90) days of employment, employees will be credited with forty (40) hours of "paid time off". Forty (40) hours paid time off credit is the maximum amount an employee may have at any time. Thereafter, at the beginning of each calendar year (January 1), employees will be credited with forty hours of PTO to be used over the next twelve (12) months.

C. Use. Paid time off (PTO) shall not be taken until "credited" (paragraph 49.4.B above) after ~~completion of 2080 straight time hours worked~~ the 90th day of employment. PTO shall be taken by an employee only with the approval of his/her supervisor.

D. Paid off at Separation. If a temporary employee terminates his/her County employment (separates from County service), the employee shall be paid all currently "credited" PTO hours (paragraph 49.4.B above) and, in addition, shall be paid off for that portion of PTO hours earned but not yet credited on the basis of that portion of the 2080 straight time hours worked (STHW) cumulation. The formula for the earned but not credited payoff is: STHW divided by 2080 multiplied by 40 multiplied by the current hourly pay rate at separation.

[*Subsections 49.5 – 49.6 remain unchanged.*]

This Side Letter will remain in effect for the term of the current MOU between the Parties (July 1, 2022 – June 30, 2026). The terms of this Side Letter will be incorporated into the successor MOU unless otherwise negotiated by the Parties. All other terms and conditions of the current MOU between the Parties remain unchanged by this Side Letter.

Date: 5/12/2026

Contra Costa County:
(*Signature/Printed Name*)

Signed by:
Dora Regalado
462790CE4B524DD...
Dora Regalado

Signed by:
Harmandeep Madra
3EAB739EA264447...
Harmandeep Madra

DocuSigned by:
RebeccaCox
695AD9D188D6407...
Rebecca Cox

_____/_____

Teamsters, Local 856:
(*Signature/Printed Name*)

Signed by:
Mark Jones
D4648C56CB8B4A1...
Mark Jones

_____/_____

_____/_____

_____/_____

1025 ESCOBAR STREET
MARTINEZ, CA 94553

CONTRA COSTA COUNTY

Staff Report

File #: RES 2026-209 **Agenda Date:** 6/9/2026 **Agenda #:** C.48.

To: **Board of Directors**

From: Monica Nino, County Administrator

Report Title: Side Letter of Agreement between the Contra Costa County Fire Protection District ("CCCFPD"), and IAFF, Local 1230.

☒Recommendation of the County Administrator ☐ Recommendation of Board Committee

RECOMMENDATIONS:
ADOPT a Resolution approving the Side Letter of Agreement between the Contra Costa County Fire Protection District ("CCCFPD") and IAFF, Local 1230 addressing the impacts associated with the transfer of the Hazardous Materials Program from Contra Costa Health Services to the Contra Costa County Fire Protection District and amend the Memorandum of Understanding between the Parties to add a new subsection 5.20 - California Certified Unified Program Agency Differential, and adding the newly established classifications of Hazardous Materials Inspector and Hazardous Materials Captain to various sections of the MOU.

FISCAL IMPACT:
This Side Letter of Agreement presents no additional costs as the transition of the Hazardous Materials Program is reflected in the Fire District budget.

BACKGROUND:
In 2022, union representatives and staff in the County Hazardous Materials Division of the Contra Costa Health Services Department brought the concept of transitioning the Program to the Fire Protection District to the County's Labor Relations Division. Over the course of several meetings, the County agreed to explore the concept further with the Fire Protection District and provide an outline of how such a transition would occur. On June 24, 2025, the Board of Supervisors voted to approve the transfer of the functions and employees of the Hazardous Materials Program from the Contra Costa Health Services Department to the Contra Costa County Fire Protection District.

Between May of 2024 and March of 2025, the Fire District and Labor Relations met with staff and employee organizations to review the proposed revisions to classification structure in the event of a transition of the Hazardous Materials Program to the Fire District. For Teamsters, Local 856, it was determined that the majority of staff would transition into newly established Fire District specific classifications of Hazardous Materials Inspector (V4VA). For IFPTE, Local 21, the majority of staff would transition to specific Fire District positions equivalent to their current roles, including a newly established Fire District specific classification of Hazardous Materials Captain (VLHC). Both the Hazardous Materials Inspector classification and the Hazardous Materials Captain classification will be represented by IAFF, Local 1230.

The transition of the Hazardous Materials Program to Fire will mean that all CUPA functions in the County currently performed by Health will be performed through the Fire District. The merging of the capabilities of the Fire and Health HazMat teams into one organization will strengthen the overall capability of hazardous materials response, planning, and regulatory and code compliance in the County. The Fire District's Hazardous Materials Division will be responsible for the CUPA functions going forward.

CONSEQUENCE OF NEGATIVE ACTION:
The Hazardous Materials Program employees may not start their employment at the Contra Costa County Fire Protection District with the appropriate terms and conditions of employment.

THE BOARD OF SUPERVISORS OF CONTRA COSTA COUNTY, CALIFORNIA

and for Special Districts, Agencies and Authorities Governed by the Board

IN THE MATTER OF the Side Letter of Agreement between the Contra Costa County Fire Protection District and IAFF, Local 1230, addressing the impacts associated with the transfer of the Hazardous Materials Program from Contra Costa County Health Services Department to the Contra Costa County Fire Protection District.

The Contra Costa County Board of Supervisors, acting in its capacity as the governing board of the County of Contra Costa and the Board of Directors of the Contra Costa County Fire Protection District RESOLVES THAT:

The attached Side Letter of Agreement be ADOPTED.

Docusign Envelope ID: 245497F8-7E7F-851D-82D2-CC6952179A6F

SIDE LETTER
BETWEEN
THE CONTRA COSTA COUNTY
FIRE PROTECTION DISTRICT
AND IAFF, LOCAL 1230

This Side Letter is by and between the International Association of Firefighters (IAFF), Local 1230 ("Local 1230" or “Association”) and the Contra Costa County Fire Protection District ("District"). Following approval by the Board of Directors for the Contra Costa County Fire Protection District, this Side Letter will take effect on the same day as the effective date of the transfer of the Hazardous Materials Program from the Contra Costa County Health Services Department to the District.

Upon the effective date of the transfer of the Hazardous Materials Program to the District, as determined by the Board of Directors for the District, the Hazardous Materials Program employees will become District employees. Hazardous Materials Program employees entering positions represented by Local 1230 will be subject to the rules of the District that establish the terms and conditions of employment that are applicable to employees represented by the Association. These District rules include the Memorandum of Understanding (“MOU”) between Local 1230 and the District (July 1, 2023 – June 30, 2027), the Personnel Management Regulations (PMR), and any other written rule, regulation, or law that would impact the wages, hours, and terms and conditions of employment for employees represented by the Association.

This Side Letter memorializes the understanding between the District and Local 1230 regarding the Hazardous Materials Program employees identified in Attachments A and B, incorporated herein by reference, and their transition into District employment and representation by Local 1230. Local 1230 agrees to the establishment of the new District classifications of Hazardous Materials Inspector and Hazardous Materials Captain identified in Attachments A and B into which the employees will transition.

A. Salary

Employees will be placed into the District classifications listed in Attachments A and B and will be placed at the salary step of the salary range of the District positions listed in Attachments A and B upon the effective date of the transfer of the Hazardous Materials Program to the District.

B. Hire Date and Seniority

The District will recognize the hire dates and merit step anniversary dates in accordance with Attachments A and B for the employees upon their transition into District employment. For purposes of layoff and seniority credit in promotional examinations, the employees listed in Attachments A and B will be considered to have commenced work under the District’s merit system on the date they achieved

status in the County comparable to permanent status in the District's merit system. Time served in volunteer positions shall not be considered when calculating the employees' hire dates or seniority.

C. Probationary Periods/Status

The employees listed in Attachments A and B will not be required to serve a probationary period for their designated District classification. If any of the employees listed in Attachments A and B are actively serving a probationary period at the time of the transfer, the District will recognize any probationary time already served but will require that any outstanding probationary time be served in the new District classification.

D. Vacation Accrual Rates

Section 10 (Vacation Leave) of the current MOU between the District and Local 1230 will apply to the employees listed in Attachments A and B. Section 10 provides the following vacation accrual rates and thresholds based on the corresponding length of service. Time served in volunteer positions shall not be considered when calculating the employees' length of service.

40 Hour Shift Employees

Length of Service	Monthly Accrual Hours	Maximum Cumulative Hours
Under 11 years of completed service	10	240
Beg. with 11 – 15 yrs completed service	12-2/3	304
Beg. with 16 – 20 yrs completed service	13-1/3	320
Beg. with 21 – 25 yrs completed service	16-2/3	400
Beg. with 26 – 30 yrs completed service	20	480
Beginning with 31 yrs service	23-1/3	560

All existing vacation balances will be transferred to the District, up to the maximum cumulative hours listed in Section 10 of the MOU between the District and Local 1230.

E. Sick Leave Accruals

Pursuant to the District's Administrative Bulletin No. 411 (Sick Leave Policy), any existing sick leave accruals for the employees listed in Attachments A and B will transfer in their entirety upon their transition to District employment. The District does not impose a maximum cumulative hours for sick leave accruals as unused sick leave credits carry over from year to year.

F. Other Accruals

Any compensatory time accrued by the employees listed in Attachment A while employed by the Health Services Department may be exhausted prior to the effective date of the transfer. Any unexhausted compensatory accruals will be cashed upon the effective date of the transfer.

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Any personal holiday credits accrued by employees listed in Attachments A and B will be transferred from the County to the District, up to the maximum cumulative hours for personal holiday credit listed in Section 9.1.C. of the MOU between the District and Local 1230. For the employees listed in Attachments A and B, any unexhausted accruals other than vacation leave accruals, sick leave accruals, and personal holiday credits will be forfeited when the employees listed in Attachments A and B transfer into the District.

For the employees listed in Attachment B, any Administrative Leave accruals shall be forfeited when the employees in Attachment B transfer into the District.

G. Minimum Qualifications for District Classifications

A. For all the employees identified in Attachment A of this Side Letter, the District will recognize the employees' prior full-time work experience with the Health Services Department for purposes of satisfying the minimum qualifications for the following District classifications:

- Hazardous Materials Inspector – Job Code V4VA

B. For the employees identified in Attachment B of this Side Letter, the District will recognize the employees' prior full-time work experience with the Health Services Department for purposes of satisfying the minimum qualifications for the following District classifications:

- Hazardous Materials Captain – Job Code VLHC

C. All employees identified in this Side Letter shall be expected to meet the minimum qualifications and certification requirements for their classification within the timeframes specified in their respective job specifications.

H. CUPA Differential

The District and the Association agree to establish a five-percent (5%) California Certified Unified Program Agency ("CUPA") differential. Eligible employees in the CUPA program will receive a differential of five percent (5%) of the employee's monthly base rate of pay.

The District and Association agree to add the following language to a newly created Subsection of Section 5 – Salaries of the MOU between the Parties as follows:

5.20 California Certified Unified Program Agency Differential. Hazardous Materials Inspectors (V4VA) in the California Certified Unified Program Agency ("CUPA") program will receive a differential of five percent (5%) of the employee's monthly base rate of pay. To be eligible for this differential, employees must complete all minimum trainings, assignments, and certifications required by the District to qualify for assignment to the CUPA

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Program.

I. **Training and Prevention Differential.** The District and the Association agree that those employees listed in Attachment B who will be placed in the District's Hazardous Materials Captain (Job Code – VLHC) classification who are allocated to the Contra Costa County Fire Protection District Hazardous Materials Division shall be eligible for the Training and Prevention Differential listed in Subsection 5.17 – Training and Prevention Differential of the MOU between the parties. Eligible employees shall receive a monthly pay differential of fifteen percent (15%) of base pay. The District and the Association agree to add the classification of Hazardous Materials (Job Code – VLHC) to Subsection 5.17 of the MOU between the Parties as follows:

5.17 Training and Prevention Differential. Employees in the classifications of Fire Training Captain (RPTE), Fire Prevention Captain (RPTD), Fire Captain-Paramedic/40 Hour (RPTF), Fire Training Captain – Paramedic (RFTG), ~~and~~ Fire Captain – 40 Hour (RPTC), and Hazardous Materials Captain (VLHC), who are permanently allocated to the Contra Costa County Fire Protection District Training Division, Fire Prevention Bureau, Hazardous Materials Division, or the EMS Division, shall receive a monthly pay differential of fifteen percent (15%) of base pay.

J. **Off Duty Standby Differential.** The District and Association agree to the following modifications to Section 5.12 of the MOU between the parties.

5.12 Off Duty Standby Differential. Represented members assigned to participate in the Fire Investigation Off-Duty Standby Team and/or as Public Information Officers, or Hazardous Materials Standby will receive a monthly pay differential of 5% of their base pay. Employees in the Fire Investigation Off-Duty Standby Team and/or Public Information Officer, or Hazardous Materials Standby roles will only receive a single differential of 5% regardless of whether they are serving in one or ~~both~~ multiple roles.

To be eligible for this differential, the employee must be on-call to the Fire Investigation Off-Duty Standby Team and/or as a Public Information Officer, or Hazardous Materials Standby at least ten (10) days per month and must have their schedule approved by their Assistant Fire Chief ~~Fire Marshal~~, or ~~his~~ their designee.

K. **District Benefits & Open Enrollment**
The employees identified in this Side Letter will receive the same health/retirement benefits applicable to their new employment in the District as other similarly situated District employees and will not retain any health benefits, retirement benefits, or retiree health benefits provided by the Health Services Department that are different from or not offered by the District. The employees will also be afforded a special open enrollment period for District health benefits

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after they enter District employment. Prior to the effective date of the program transition, Human Resources will convene an informational meeting to discuss the District's health benefits.

L. Entire Agreement

This Side Letter is fully integrated and constitutes the entire agreement and understanding between the Parties regarding the terms and conditions of District employment for the employees identified in this Side Letter. The terms and conditions of employment applicable to all District employees are applicable to the employees identified in this Side Letter unless specially changed by this Side Letter. There are no oral understandings, terms or conditions, and neither Party has relied on any representation, express or implied, not contained in this Side Letter. All prior understandings, terms or conditions are deemed merged into this Side Letter.

This Side Letter will remain in effect until terminated by the Parties. All other terms and conditions of the current MOU between the District and Local 1230 (July 1, 2023 – June 30, 2027) remain unchanged by this Side Letter.

Date: 5/27/2026

Contra Costa County Fire District: (Signature / Printed Name)		**IAFF, Local 1230:** (Signature / Printed Name)	
DocuSigned by: Aaron McAlister 4D916ABE223B428...	Aaron McAlister	Signed by: Vince Wells 90B070199E8D475...	Vince Wells
DocuSigned by: Rebecca Cox 695AD9D188D6407...	Rebecca Cox	Signed by: Shane Kelly CAD6DF5F3D3C439...	Shane Kelly

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ATTACHMENT A

Employee ID Number	Last	First Name	Health Services Classification	Job Code	County Hire Date	New Anniversary Date	Fire District Classification	Fire Disctrict Job Code	Fire District Step Placement
78305	Ackerman	Amanda	Hazardous Materials Spec II	V4VC	2/1/2013	7/1/2026	Hazardous Materials Inspector	V4VA	7
80762	Bryant	Xavier	Hazardous Materials Spec II	V4VC	9/29/2014	7/1/2026	Hazardous Materials Inspector	V4VA	7
81811	Dwight	Sara	Hazardous Materials Spec II	V4VC	6/15/2015	7/1/2026	Hazardous Materials Inspector	V4VA	7
47213	Friedman	Lacey	Hazardous Materials Spec II	V4VC	6/18/1990	7/1/2026	Hazardous Materials Inspector	V4VA	7
73129	Johnson	Trisha	Hazardous Materials Spec II	V4VC	2/19/2008	7/1/2026	Hazardous Materials Inspector	V4VA	7
91651	Kierstead	Glenda	Hazardous Materials Spec II	V4VC	2/14/2022	7/1/2026	Hazardous Materials Inspector	V4VA	7
80257	LeCount	David	Hazardous Materials Spec II	V4VC	4/20/2015	7/1/2026	Hazardous Materials Inspector	V4VA	7
91649	Menge	Nicklaus	Hazardous Materials Spec II	V4VC	2/14/2022	7/1/2026	Hazardous Materials Inspector	V4VA	7
91650	Ruane	Edward	Hazardous Materials Spec II	V4VC	2/14/2022	7/1/2026	Hazardous Materials Inspector	V4VA	7
69842	Umemoto	Nicholas	Hazardous Materials Spec II	V4VC	4/29/2013	7/1/2026	Hazardous Materials Inspector	V4VA	7
78488	Williams	Ian	Hazardous Materials Spec II	V4VC	8/1/2013	7/1/2026	Hazardous Materials Inspector	V4VA	7
82821	Zappelli	Fahlon	Hazardous Materials Spec II	V4VC	1/12/2016	7/1/2026	Hazardous Materials Inspector	V4VA	5
92056	Foley	Madison	Hazardous Materials Spec II	V4VC	6/20/2022	7/1/2026	Hazardous Materials Inspector	V4VA	4
92338	Huynh	Jeremy	Hazardous Materials Spec II	V4VC	8/23/2022	7/1/2026	Hazardous Materials Inspector	V4VA	7
94016	Rivera	Andre	Hazardous Materials Spec II	V4VC	9/1/2023	7/1/2026	Hazardous Materials Inspector	V4VA	4
93818	Young	Gregory	Hazardous Materials Spec II	V4VC	7/31/2023	7/1/2026	Hazardous Materials Inspector	V4VA	5
97595	Montes Lopez	Rozeli	Hazardous Materials Spec I	V4WG	1/20/2026	7/1/2026	Hazardous Materials Inspector	V4VA	3

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ATTACHMENT B

Employee ID Number	Last	First Name	Health Services Classification	Job Code	County Hire Date	New Anniversary Date	Fire District Classification	Fire Disctrict Job Code	Fire District Step Placement
80039	Pham	Hung	Supervising Hazardous Materials Specialist	VLHB	4/28/2014	7/1/2026	Hazardous Materials Captain	VLHC	7
78346	Melik-Abramians	Karine	Supervising Hazardous Materials Specialist	VLHB	2/1/2013	7/1/2026	Hazardous Materials Captain	VLHC	7
73148	Lewis	Devra	Supervising Hazardous Materials Specialist	VLHB	2/9/2008	7/1/2026	Hazardous Materials Captain	VLHC	7

1025 ESCOBAR STREET
MARTINEZ, CA 94553

CONTRA COSTA COUNTY

Staff Report

File #: RES 2026-210 **Agenda Date:** 6/9/2026 **Agenda #:** C.49.

To: **Board of Directors**

From: Monica Nino, County Administrator

Report Title: Side Letter of Agreement between Contra Costa County, Contra Costa County Fire Protection District ("CCCFPD"), and IFPTE, Local 21.

☒Recommendation of the County Administrator ☐ Recommendation of Board Committee

RECOMMENDATIONS:
ADOPT a Resolution approving the Side Letter of Agreement between Contra Costa County, CCCFPD, and IFPTE, Local 21 addressing the impacts associated with the transfer of the Hazardous Materials Program from Contra Costa County Health Services to the Contra Costa County Fire Protection District.

FISCAL IMPACT:
This Side Letter of Agreement presents no additional costs to the County. The transition of the Hazardous Materials Program is reflected in the Fire District budget.

BACKGROUND:
In 2022, union representatives and staff in the County Hazardous Materials Division of the Contra Costa Health Services Department brought the concept of transitioning the Program to the Fire Protection District to the County's Labor Relations Division. Over the course of several meetings, the County agreed to explore the concept further with the Fire Protection District and provide an outline of how such a transition would occur. On June 24, 2025, the Board of Supervisors voted to approve the transfer of the functions and employees of the Hazardous Materials Program from the Contra Costa Health Services Department to the Contra Costa County Fire Protection District.

Between May of 2024 and March of 2025, the Fire District and Labor Relations met with staff and employee organizations to review the proposed revisions to classification structure in the event of a transition of the Hazardous Materials Program to the Fire District. For Teamsters, Local 856, it was determined that the majority of staff would transition into newly established Fire District specific classifications of Hazardous Materials Inspector (V4VA). For IFPTE, Local 21, the majority of staff would transition to specific Fire District positions equivalent to their current roles, including a newly established Fire District specific classification of Hazardous Materials Captain (VLHC). Both the Hazardous Materials Inspector classification and the Hazardous Materials Captain classification will be represented by IAFF, Local 1230.

The transition of the Hazardous Materials Program to Fire will mean that all CUPA functions in the County currently performed by Health will be performed through the Fire District. The merging of the capabilities of

the Fire and Health HazMat teams into one organization will strengthen the overall capability of hazardous materials response, planning, and regulatory and code compliance in the County. The Fire District's Hazardous Materials Division will be responsible for the CUPA functions from the date of the transition.

CONSEQUENCE OF NEGATIVE ACTION:
The Hazardous Materials Program employees may not start their employment at the Contra Costa Fire Protection District with the appropriate terms and conditions of employment.

THE BOARD OF SUPERVISORS OF CONTRA COSTA COUNTY, CALIFORNIA

and for Special Districts, Agencies and Authorities Governed by the Board

IN THE MATTER OF the Side Letter of Agreement between Contra Costa County, CCCFPD, and IFPTE, Local 21 addressing the impacts associated with the transfer of the Hazardous Materials Program from the Contra Costa County Health Services Department to the Contra Costa County Fire Protection District.

The Contra Costa County Board of Supervisors, acting in its capacity as the governing board of the County of Contra Costa and the Board of Directors of the Contra Costa County Fire Protection District RESOLVES THAT:

The attached Side Letter of Agreement be ADOPTED.

Docusign Envelope ID: 76CDDB90-8D96-8C78-80FB-AB52D50FA03E

SIDE LETTER
BETWEEN
THE CONTRA COSTA COUNTY
FIRE PROTECTION DISTRICT
AND IFPTE, LOCAL 21

This Side Letter is by and between IFPTE, Local 21 (“Union” or “Local 21”) and the Contra Costa County Fire Protection District ("District") and Contra Costa County (“County”) on behalf of its Health Services Department. Following approval by the Board of Directors for the Contra Costa County Fire Protection District, this Side Letter will take effect on the same day as the effective date of the transfer of the Hazardous Materials Program from the County’s Health Services Department to the District.

Upon the effective date of the transfer of the Hazardous Materials Program to the District, as determined by the County Board of Supervisors and Board of Directors for the District, the Hazardous Materials employees listed in Attachment A in positions currently represented by Local 21 will become District employees and will transition into established positions represented by IAFF, Local 1230. The employees will be subject to the rules of the District that establish the terms and conditions of employment that are applicable to employees represented by IAFF, Local 1230, including but not limited to, the Memorandum of Understanding (“MOU”) between IAFF, Local 1230 and the District (July 1, 2023 – June 30, 2027), the Personnel Management Regulations (PMR), and any other written rule, regulation, or law that would impact the wages, hours, and terms and conditions of employment for District employees.

Upon the effective date of the transfer of the Hazardous Materials Program to the District, the County Hazardous Materials employee listed in Attachment B in a position currently represented by Local 21 will become a District employee and will transition into an established District management position that is unrepresented. The employee will be subject to the rules of the District that establish the terms and conditions of employment that are applicable to unrepresented District employees, including but not limited to, the Management Benefits Resolution No. 2023/538, the Personnel Management Regulations (PMR), and any other written rule, regulation, or law that would impact the wages, hours, and terms and conditions of employment for District employees.

Additionally, upon the effective date of the transfer of the Hazardous Materials Program to the District, the MOU between the Parties will be amended to remove any references to the Hazardous Materials Program and abolished classifications, and the Parties agree that such changes will be made during successor MOU bargaining as clean-up. The Parties also agree and understand that the classifications of Assistant Director of Hazardous Materials Program (Job Code: VLFA) and Supervising Hazardous Materials Specialist (Job Code: VLHB) shall be abolished upon the effective date of the transfer of the Hazardous Materials Program to the District.

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This Side Letter memorializes the understanding between the District and Local 21 regarding the Hazardous Materials Program employees identified in Attachment A, incorporated herein by reference, and their transition into District employment and representation by IAFF, Local 1230, and the understanding between the District and Local 21 regarding the Hazardous Materials Program employee identified in Attachment B, incorporated herein by reference, and their transition into District employment and unrepresented status.

A. Salary & Classification

Employees will be placed into the District classifications listed in Attachments A and B, and will be placed at the salary step of the salary range of the District positions listed in Attachments A and B.

B. Hire Date and Seniority

The District will recognize the hire dates and merit step anniversary dates for the employees listed in Attachments A and B upon their transition into District employment. For purposes of layoff and seniority credit in promotional examinations, the employees listed in Attachments A and B will be considered to have commenced work under the District's merit system on the date they achieved status in the County comparable to permanent status in the District's merit system. Time served in volunteer positions shall not be considered when calculating the employees' hire dates or seniority.

C. Probationary Periods/Status

The employees listed in Attachments A and B will not be required to serve a probationary period for their designated District classification. If the employees listed in Attachments A and B are actively serving a probationary period at the time of the transfer, the District will recognize any probationary time already served but will require that any outstanding probationary time be served in the new District classification.

D. Vacation Accrual Rates

1. Section 10 – Vacation Leave of the current MOU between the District and Local 1230 will apply to the employees listed in Attachment A. Section 10 provides the following vacation accrual rates and thresholds based on the corresponding length of service. Time served in volunteer positions shall not be considered when calculating the employees' length of service.

Length of Service	Monthly Accrual Hours	Maximum Cumulative Hours
Under 11 years	10	240
Beg. with 11-15 yrs completed service	12-2/3	304
Beg. with 16-20 yrs completed service	13-1/3	320
Beg. with 21-25 yrs completed service	16-2/3	400
Beg. with 26-30 yrs completed service	20	480
Beginning with 31 yrs service	23-1/3	560

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Existing vacation balances will be transferred from the County to the District, up to one-hundred percent (100%) of the maximum cumulative hours listed in Section 10 of the MOU between the District and Local 1230.

2. Section 1.17 – Vacation of Management Resolution No. 2023/538 will apply to the employee listed in Attachment B. Section 1.17 provides the following vacation accrual rates and thresholds based on the corresponding length of service. Time served in volunteer positions shall not be considered when calculating the employees' length of service.

Length of Service	Monthly Accrual Hours	Maximum Cumulative Hours
Under 11 years	10	240
11 years	10-2/3	256
12 years	11-1/3	272
13 years	12	288
14 years	12-2/3	304
15 through 19 years	13-1/3	320
20 through 24 years	16-2/3	400
25 through 29 years	20	480
30 years and up	23-1/3	560

E. Sick Leave Accruals

The District's Administrative Bulletin No. 411 (Sick Leave Policy), any existing sick leave accruals for the above-listed employees will transfer in their entirety upon their transition to District employment. The District does not impose a maximum cumulative hours for sick leave accruals as unused sick leave credits carry over from year to year.

F. Other Accruals or Special Pays or Allowances

1. For employees listed in Attachment A, any compensatory time accrued by the employees listed in Attachment A may be exhausted prior to the effective date of the transfer. Any unexhausted compensatory accruals will be cashed out upon the effective date of the transfer. Any personal holiday credits accrued by the employees listed in Attachment A will be transferred from the Health Services Department to the District, up to the maximum cumulative hours for personal holiday credit listed in Section 9.1.C. of the MOU between the District and Local 1230. Upon their transfer into the District, employees listed in Attachment A shall accrue personal holiday credits in accordance with Section 9.1.C. of the MOU between the District and Local 1230. Any other unexhausted accruals other than sick leave accruals, vacation leave accruals, and personal holiday credits up to the maximum cumulative hours listed in Section 9.1.C., will be forfeited when the employees in Attachment A transfer into the District.

2. For the employee listed in Attachment B, any Administrative Leave accruals shall transfer over to the District, however no such accruals shall carry over into a

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new calendar year. Any compensatory time accrued by the employee listed in Attachment B must be exhausted or cashed out prior to the effective date of the annexation. Any personal holiday credit accrued by the employee listed in Attachment B shall transfer in their entirety upon their transfer into the District, up to the maximum cumulative hours allowed by Section 1.16 – Personal Holiday Credit of Management Resolution No. 2023/538. Any unexhausted accruals other than sick leave accruals, vacation leave accruals, Administrative Leave, and personal holiday credit up to the maximum allowed by Section 1.16 of the Management Resolution No. 2023/538, will be forfeited when the employee in Attachment B transfers into the District.

G. Minimum Qualifications for District Classifications

A. For all employees identified in Attachment A of this Side Letter, the District will recognize the employees' prior full-time work experience with the Health Services Department for purposes of satisfying the minimum qualifications for the following District classifications:

- Hazardous Materials Captain – Job Code VLHC

B. For the employee identified in Attachment B of this Side Letter, the District will recognize the employees' prior full-time work experience with the Health Services Department for purposes of satisfying the minimum qualifications for the following District classifications:

- Deputy Fire Marshal – Job Code RJGA

C. All employees identified in this Side Letter shall be expected to meet the minimum qualifications and certification requirements for their classifications within the timeframes specified in their respective job specifications.

H. District Benefits & Open Enrollment

The employees identified in this Side Letter will receive the same health/retirement benefits applicable to their new employment in the District as other similarly situated District employees and will not retain any health benefits, retirement benefits, or retiree health benefits provided by the Health Services Department that are different from or not offered by the District. The employee will also be afforded a special open enrollment period for District health benefits after they enter District employment. Prior to the effective date of the transfer, Human Resources will convene an informational meeting to discuss the District's health benefits.

I. Entire Agreement

This Side Letter is fully integrated and constitutes the entire agreement and understanding between the Parties regarding the terms and conditions of District employment for the employees identified in this Side Letter. The terms and conditions of employment applicable to all District employees are applicable to the employees identified in this Side Letter unless specially changed by this Side

Letter. There are no oral understandings, terms or conditions, and neither Party has relied on any representation, express or implied, not contained in this Side Letter. All prior understandings, terms or conditions are deemed merged into this Side Letter.

This Side Letter will remain in effect until terminated by the Parties. All other terms and conditions of the current MOU between the District and IFPTE, Local 21 (July 1, 2022 – June 30, 2026) remain unchanged by this Side Letter.

Date: 5/21/2026

Contra Costa County Fire District: (Signature / Printed Name)		**IFPTE, Local 21:** (Signature / Printed Name)	
DocuSigned by: Aaron McAlister 4D916ABE223B428...	Aaron McAlister	DocuSigned by: Sean Stalbaum 1B110D4B8FFE49E...	Sean Stalbaum
DocuSigned by: Rebecca Cox 695AD9D188D6407...	Rebecca Cox	Signed by: Quinton Silket 25A0072A75494AF...	Quinton Silket

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ATTACHMENT A

Employee ID Number	Last	First Name	Health Services Classification	Job Code	County Hire Date	New Anniversary Date	Fire District Classification	Fire Disctrict Job Code	Fire District Step Placement
80039	Pham	Hung	Supervising Hazardous Materials Specialist	VLHB	4/28/2014	7/1/2026	Hazardous Materials Captain	VLHC	7
78346	Melik-Abramians	Karine	Supervising Hazardous Materials Specialist	VLHB	2/1/2013	7/1/2026	Hazardous Materials Captain	VLHC	7
73148	Lewis	Devra	Supervising Hazardous Materials Specialist	VLHB	2/9/2008	7/1/2026	Hazardous Materials Captain	VLHC	7

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ATTACHMENT B

Employee ID Number	Last	First Name	Health Services Classification	Job Code	County Hire Date	New Anniversary Date	Fire District Classification	Fire Disctrict Job Code	Fire District Step Placement
67867	Springer	Adam	Assistant Director of Hazardous Materials Program	VLFA	9/2/2003	7/1/2026	Deputy Fire Marshal	RJGA	5

1025 ESCOBAR STREET
MARTINEZ, CA 94553

CONTRA COSTA COUNTY

Staff Report

File #: RES 2026-211 **Agenda Date:** 6/9/2026 **Agenda #:** C.50.

To: **Board of Directors**

From: Monica Nino, County Administrator

Report Title: Side Letter of Agreement between Contra Costa County, Contra Costa County Fire Protection District ("CCCFPD"), and Teamsters, Local 856.

☒Recommendation of the County Administrator ☐ Recommendation of Board Committee

RECOMMENDATIONS:
ADOPT a Resolution approving the Side Letter of agreement between Contra Costa County, CCCFPD, and Teamsters, Local 856 addressing the impacts associated with the transfer of the Hazardous Materials Program from Contra Costa Health Services to the Contra Costa County Fire Protection District.

FISCAL IMPACT:
This Side Letter of agreement presents no additional costs to the County as the transition of the Hazardous Materials Program is reflected in the Fire District budget.

BACKGROUND:
In 2022, union representatives and staff in the County Hazardous Materials Division of the Contra Costa Health Services Department brought the concept of transitioning the Program to the Fire Protection District to the County's Labor Relations Division. Over the course of several meetings, the County agreed to explore the concept further with the Fire Protection District and provide an outline of how such a transition would occur. On June 24, 2025, the Board of Supervisors voted to approve the transfer of the functions and employees of the Hazardous Materials Program from the Contra Costa Health Services Department to the Contra Costa County Fire Protection District.

Between May of 2024 and March of 2025, the Fire District and Labor Relations met with staff and employee organizations to review the proposed revisions to classification structure in the event of a transition of the Hazardous Materials Program to the Fire District. For Teamsters, Local 856, it was determined that the majority of staff would transition into newly established Fire District specific classifications of Hazardous Materials Inspector (V4VA). For IFPTE, Local 21, the majority of staff would transition to specific Fire District positions equivalent to their current roles, including a newly established Fire District specific classification of Hazardous Materials Captain (VLHC). Both the Hazardous Materials Inspector classification and the Hazardous Materials Captain classification will be represented by IAFF, Local 1230.

The transition of the Hazardous Materials Program to Fire will mean that all CUPA functions in the County currently performed by Health will be performed through the Fire District. The merging of the capabilities of

the Fire and Health HazMat teams into one organization will strengthen the overall capability of hazardous materials response, planning, and regulatory and code compliance in the County. The Fire District's Hazardous Materials Division will be responsible for the CUPA functions from the date of the transition.

CONSEQUENCE OF NEGATIVE ACTION:
The Hazardous Materials Program employees may not start their employment at the Contra Costa County Fire Protection District with the appropriate terms and conditions of employment.

THE BOARD OF SUPERVISORS OF CONTRA COSTA COUNTY, CALIFORNIA

and for Special Districts, Agencies and Authorities Governed by the Board

IN THE MATTER OF the Side Letter of agreement between Contra Costa County, CCCFPD, and Teamsters, Local 856 addressing the impacts associated with the transfer of the Hazardous Materials Program from the Contra Costa County Health Services Department to the Contra Costa County Fire Protection District.

The Contra Costa County Board of Supervisors, acting in its capacity as the governing board of the County of Contra Costa and the Board of Directors of the Contra Costa County Fire Protection District RESOLVES THAT:

The attached Side Letter of agreement be ADOPTED.

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SIDE LETTER
BETWEEN
THE CONTRA COSTA COUNTY
FIRE PROTECTION DISTRICT
AND TEAMSTERS, LOCAL 856

This Side Letter is by and between Teamsters, Local 856 (“Union” or “Teamsters”) and the Contra Costa County Fire Protection District ("District") and Contra Costa County (“County”) on behalf of its Health Services Department. Following approval by the Contra Costa County Board of Supervisors and Board of Directors for the Contra Costa County Fire Protection District, this Side Letter will take effect on the same day as the effective date of the transfer of the Hazardous Materials Program from the County’s Health Services Department to the District.

Upon the effective date of the transfer of the Hazardous Materials Program to the District, the Hazardous Materials employees listed in Attachment A in positions currently represented by Teamsters will become District employees and will transition into newly established positions represented by IAFF, Local 1230. The employees will be subject to the rules of the District that establish the terms and conditions of employment that are applicable to employees represented by IAFF, Local 1230, including but not limited to, the Memorandum of Understanding (“MOU”) between IAFF, Local 1230 and the District (July 1, 2023 – June 30, 2027), the Personnel Management Regulations (PMR), and any other written rule, regulation, or law that would impact the wages, hours, and terms and conditions of employment for District employees.

Upon the effective date of the transfer of the Hazardous Materials Program to the District, the MOU between the Parties will be amended to remove any references to the Hazardous Materials Program and abolished classifications, and the Parties agree that such changes will be made during successor MOU bargaining as clean-up. The Parties also agree and understand that the classifications of Hazardous Materials Specialist I (Job Code: V4WG) and Hazardous Materials Specialist II (Job Code: V4VC) shall be abolished upon the effective date of the transfer of the Hazardous Materials Program to the District.

This Side Letter memorializes the understanding between the County, the District and Teamsters regarding the Hazardous Materials Program employees identified in Attachment A, incorporated herein by reference, and their transition into District employment and representation by IAFF, Local 1230.

A. <u>Salary & Classification</u>

Employees will be placed into the District classifications listed in Attachment A, and will be placed at the salary step of the salary range of the District positions listed in Attachment A.

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B. Hire Date and Seniority

The District will recognize the hire dates and merit step anniversary dates for the employee listed in Attachment A upon their transition into District employment. For purposes of layoff and seniority credit in promotional examinations, the employees listed in Attachment A will be considered to have commenced work under the District's merit system on the date they achieved status in the County comparable to permanent status in the District's merit system. Time served in volunteer positions shall not be considered when calculating the employees' hire dates or seniority.

C. Probationary Periods/Status

The employees listed in Attachment A will not be required to serve a probationary period for their designated District classification. If the employees listed in Attachment A are actively serving a probationary period at the time of the transfer, the District will recognize any probationary time already served but will require that any outstanding probationary time be served in the new District classification.

D. Vacation Accrual Rates

Section 10 – Vacation Leave of the current MOU between the District and Local 1230 will apply to the employees listed in Attachment A. Section 10 provides the following vacation accrual rates and thresholds based on the corresponding length of service. Time served in volunteer positions shall not be considered when calculating the employees' length of service.

Length of Service	Monthly Accrual Hours	Maximum Cumulative Hours
Under 11 years	10	240
Beg. with 11-15 yrs completed service	12-2/3	304
Beg. with 16-20 yrs completed service	13-1/3	320
Beg. with 21-25 yrs completed service	16-2/3	400
Beg. with 26-30 yrs completed service	20	480
Beginning with 31 yrs service	23-1/3	560

Existing vacation balances will be transferred from the Health Services Department to the District, up to the maximum cumulative hours listed in Section 10 of the MOU between the District and Local 1230.

E. Sick Leave Accruals

Pursuant to the District's Administrative Bulletin No. 411 (Sick Leave Policy), any existing sick leave accruals for the above-listed employees will transfer in their entirety upon their transition to District employment. The District does not impose a maximum cumulative hours for sick leave accruals as unused sick leave credits

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carry over from year to year.

F. Other Accruals or Special Pays or Allowances

Any compensatory time accrued by the employees listed in Attachment A may be exhausted prior to the effective date of the transfer. Any unexhausted compensatory time will be cashed out in accordance with Section 7.2.H. of the Teamsters MOU upon the effective date of the transfer. Any personal holiday credits accrued by the employee will be transferred from the Health Services Department to the District, up to the maximum cumulative hours for personal holiday credit listed in Section 9.1.C. of the MOU between the District and Local 1230. Upon their transfer into the District, employees listed in Attachment A shall accrue personal holiday credits in accordance with Section 9.1.C. of the MOU between the District and Local 1230.

Any other unexhausted accruals other than sick leave accruals, vacation leave accruals, and personal holiday credits will be forfeited when the employees transfers into the District. Any special pays, such as on-call pay, differentials, or allowances, such as continuing education allowance, will no longer apply when the employee transfers into the District unless the employee is eligible for similar special pays under the Local 1230 MOU.

G. Minimum Qualifications for District Classifications

A. For all employees identified in this Side Letter, the District will recognize the employees' prior full-time work experience with the Health Services Department for purposes of satisfying the minimum qualifications for the following District classifications:

- Hazardous Materials Inspector – Job Code V4VA

B. All employees identified in this Side Letter shall be expected to meet the minimum qualifications and certification requirements for the Hazardous Materials Inspector within the timeframes specified in the job specifications.

H. District Benefits & Open Enrollment

The employees identified in this Side Letter will receive the same health/retirement benefits applicable to their new employment in the District as other similarly situated District employees and will not retain any health benefits, retirement benefits, or retiree health benefits provided by the County that are different from or not offered by the District. The employees will also be afforded a special open enrollment period for District health benefits after they enter District employment. Prior to the effective date of the transfer, Human Resources will convene an informational meeting to discuss the District's health benefits.

I. Entire Agreement

This Side Letter is fully integrated and constitutes the entire agreement and

Docusign Envelope ID: B0BB6A1F-A02A-8421-82EA-846870774CC6

understanding between the Parties regarding the terms and conditions of District employment for the employees identified in this Side Letter. The terms and conditions of employment applicable to all District employees are applicable to the employees identified in this Side Letter unless specially changed by this Side Letter. There are no oral understandings, terms or conditions, and neither Party has relied on any representation, express or implied, not contained in this Side Letter. All prior understandings, terms or conditions are deemed merged into this Side Letter.

This Side Letter will remain in effect until terminated by the Parties. All other terms and conditions of the current MOU between the County and District and Teamsters, Local 856 (July 1, 2022 – June 30, 2026) remain unchanged by this Side Letter.

Date: 5/12/2026

Contra Costa County Fire District:
(Signature / Printed Name)

DocuSigned by:
Lewis Broschard
C0917934FFEC482...
Lewis Broschard

DocuSigned by:
RebeccaCox
695AD9D188D6407...
Rebecca Cox

_____ / _____

Teamsters, Local 856:
(Signature / Printed Name)

Signed by:
Mark Jones
D4648C56CB8B4A1...
Mark Jones

_____ / _____

_____ / _____

Docusign Envelope ID: B0BB6A1F-A02A-8421-82EA-846870774CC6

Employee ID Number	Last	First Name	Health Services Classification	Job Code	County Hire Date	New Anniversary Date	Fire District Classification	Fire Disctrict Job Code	Fire District Step Placement
78305	Ackerman	Amanda	Hazardous Materials Spec II	V4VC	2/1/2013	7/1/2026	Hazardous Materials Inspector	V4VA	7
80762	Bryant	Xavier	Hazardous Materials Spec II	V4VC	9/29/2014	7/1/2026	Hazardous Materials Inspector	V4VA	7
81811	Dwight	Sara	Hazardous Materials Spec II	V4VC	6/15/2015	7/1/2026	Hazardous Materials Inspector	V4VA	7
47213	Friedman	Lacey	Hazardous Materials Spec II	V4VC	6/18/1990	7/1/2026	Hazardous Materials Inspector	V4VA	7
73129	Johnson	Trisha	Hazardous Materials Spec II	V4VC	2/19/2008	7/1/2026	Hazardous Materials Inspector	V4VA	7
91651	Kierstead	Glenda	Hazardous Materials Spec II	V4VC	2/14/2022	7/1/2026	Hazardous Materials Inspector	V4VA	7
80257	LeCount	David	Hazardous Materials Spec II	V4VC	4/20/2015	7/1/2026	Hazardous Materials Inspector	V4VA	7
91649	Menge	Nicklaus	Hazardous Materials Spec II	V4VC	2/14/2022	7/1/2026	Hazardous Materials Inspector	V4VA	7
91650	Ruane	Edward	Hazardous Materials Spec II	V4VC	2/14/2022	7/1/2026	Hazardous Materials Inspector	V4VA	7
69842	Umemoto	Nicholas	Hazardous Materials Spec II	V4VC	4/29/2013	7/1/2026	Hazardous Materials Inspector	V4VA	7
78488	Williams	Ian	Hazardous Materials Spec II	V4VC	8/1/2013	7/1/2026	Hazardous Materials Inspector	V4VA	7
82821	Zappelli	Fahlon	Hazardous Materials Spec II	V4VC	1/12/2016	7/1/2026	Hazardous Materials Inspector	V4VA	5
92056	Foley	Madison	Hazardous Materials Spec II	V4VC	6/20/2022	7/1/2026	Hazardous Materials Inspector	V4VA	4
92338	Huynh	Jeremy	Hazardous Materials Spec II	V4VC	8/23/2022	7/1/2026	Hazardous Materials Inspector	V4VA	7
94016	Rivera	Andre	Hazardous Materials Spec II	V4VC	9/1/2023	7/1/2026	Hazardous Materials Inspector	V4VA	4
93818	Young	Gregory	Hazardous Materials Spec II	V4VC	7/31/2023	7/1/2026	Hazardous Materials Inspector	V4VA	5
97595	Montes Lopez	Rozeli	Hazardous Materials Spec I	V4WG	1/20/2026	7/1/2026	Hazardous Materials Inspector	V4VA	3

1025 ESCOBAR STREET
MARTINEZ, CA 94553

CONTRA COSTA COUNTY

Staff Report

File #: 26-2414 **Agenda Date:** 6/9/2026 **Agenda #:** C.51.

To: Board of Supervisors

From: Monica Nino, County Administrator

Report Title: Civil Grand Jury Report No. 2606, "The Cost of Adult Detention Facilities"

☒Recommendation of the County Administrator ☐ Recommendation of Board Committee

RECOMMENDATIONS:
RECEIVE Civil Grand Jury Report No. 2606, entitled, "The Cost of Adult Detention Facilities", and REFER the report to the County Administrator, Sheriff-Coroner and Health Services for response.

FISCAL IMPACT:
No fiscal impact.

BACKGROUND:
On May 14, 2026, the 2025-26 Civil Grand Jury filed the above referenced report. Per Penal Code § 933(c):

> No later than 90 days after the grand jury submits a final report on the operations of any public agency subject to its reviewing authority, the governing body of the public agency shall comment to the presiding judge of the superior court on the findings and recommendations pertaining to matters under the control of the governing body.

Per standard procedures, this action alerts the Board of Supervisors that the report has been received and directs the appropriate staff to review the report and provide an appropriate response for the Board of Supervisors to adopt no later August 12, 2026 (90 days).

The Sheriff-Coroner has also received a copy of this report and is identified as a responding agency. Per Penal Code § 933(c), as an elected official, the Sheriff-Coroner:

> Shall comment within 60 days to the presiding judge of the superior court, with an information copy sent to the board of supervisors, on the findings and recommendations pertaining to matters under the control of that county officer or agency head and any agency or agencies which that officer or agency head supervises or controls.

The response of the Sheriff-Coroner to the Superior Court is due no later than July 13, 2026 (60 days).

CONSEQUENCE OF NEGATIVE ACTION:
There is no immediate consequence. However, California Penal Code 933 requires the Board of Supervisors to comment on the findings and recommendations of the attached report within 90 days of its receipt.

Grand Jury

Contra
Costa
County

725 Court Street
P.O. Box 431
Martinez, CA 94553-0091

RECEIVED
MAY 26 2026
CLERK BOARD OF SUPERVISORS
CONTRA COSTA CO.

May 21, 2026

Clerk of the Board
1025 Escobar Street
Martinez, CA 94553

Dear Clerk of the Board:

Attached is a copy of Grand Jury. 2606, The Cost of Adult Detention Facilities by the 2025-2026 Contra Costa County Grand Jury.

Sincerely,

Brenda Balingit, Foreperson
2025-2026 Contra Costa County Civil Grand Jury

Enclosure

2025–2026 Contra Costa County Civil Grand Jury

The Cost of Adult Detention Facilities

Report 2606
May 14, 2026

Approved by the Grand Jury

Brenda Balingit
GRAND JURY FOREPERSON

5/19/26
Date

Accepted for Filing

Hon. Terri Mockler
JUDGE OF THE SUPERIOR COURT

5/18/26
Date

Civil Grand Jury reports are posted at: www.cc-courts.org/civil/grand-jury-reports.aspx

SUMMARY

In 2025, the Average Daily Population (ADP) of the jails operated by Contra Costa County was less than 50% of capacity. This is due to a number of complex and overlapping factors: public policy shifts, changing incarceration philosophy post-Covid, and a reduction in crime requiring jail time. Despite the declining populations, the cost of maintaining the jails remains relatively constant.

The Sheriff's Office (which manages adult custody) balances ensuring sufficient staff and space should incarceration needs increase and being stewards of the resources the County expends to keep that space available. Staffing the facilities and providing the physical and mental health resources required by the incarcerated population in 2025 resulted in an average daily cost per inmate of $396, or $144,635 on an annual basis. These costs merit the attention of County residents and the Board of Supervisors (Board).

BACKGROUND

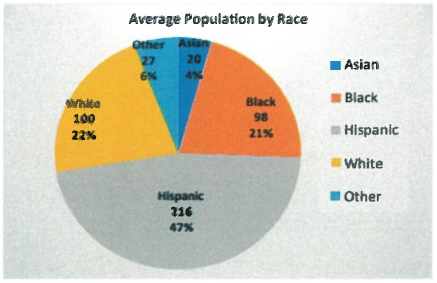
The primary costs of detention are twofold:

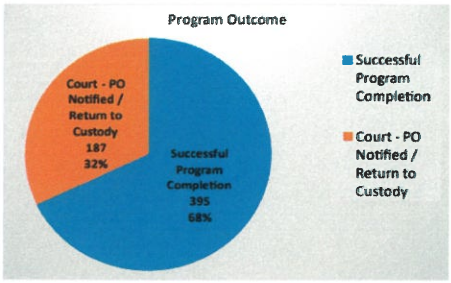
- Incarceration expenses for physical security (jail space, sworn officers, support staff), paid by the Sheriff's Office
- Support for mental and physical health needs of inmates, paid by Detention Health, a department of Contra Costa County Health

In 2020, California passed legislation (AB 1185) enabling counties to create oversight committees for sheriff's departments. In lieu of an oversight body, the Board voted to require that the Sheriff's Office provide the Board with quarterly oversight reports. The initial report included 16 slides with data about the first quarter of 2023.

In response to ongoing detailed questions and requests by the Supervisors, the quarterly presentation had grown to 46 slides by the third quarter of 2024. One slide in that presentation set out the costs of detention, as contrasted with the costs of the "Custody Alternative Facility" or CAF (i.e., Work Alternative Program, alcohol monitoring and electronic home detention):

Custody Alternative Facility





FY 23/24 Operating Costs CAF vs Detention

FY 23/24	CAF	Detention
Incarcerated Person Average Daily Cost	$36	$268

CAF operated with a $4,986,885 budget for fiscal year 23-24

The reported operating costs are calculated once per year based on approved Sheriff's Department budgets and have varied little since the initial inclusion of the slide. The Quarterly Sheriff's Oversight Report for the fourth quarter of 2025 compares the $29 daily cost of CAF to the $257 cost of detention. As part of its mandated work examining the county detention facilities, the Grand Jury wanted to better understand these costs.

Contra Costa County maintains four adult custody facilities—Martinez Detention Facility (MDF), West County Detention Facility (WCDF), Marsh Creek Detention Facility (MCDF), and CAF—all of which the Grand Jury visited during this investigation. The total average cost of in-custody detention as supplied by the County Administrator's Office (CAO), including additional services not borne by the Sheriff's Department, is $396 per day, $139 more than what is set out in the most recent Quarterly Oversight Report, which is based solely on the Sheriff's Department budget.

An audit of the detention facilities could determine the true costs of detention and where these costs can be reduced. Before that can happen, however, it is necessary to develop an accurate, transparent, and consistent methodology for identifying and reporting the costs.

DISCUSSION

The Grand Jury obtained costs for County adult detention facilities from 2016 to the present (Appendix A). For clarity, the discussion of this information is divided into sections: Adult Detention Facilities (with a separate subsection on MCDF), CAF, and the Sheriff's Office Community Transparency Portal.

Adult Detention Facilities

The three primary detention facilities meet different needs among the adult incarcerated population.

- MDF is located in downtown Martinez, easily accessible to both courthouses. It is a maximum-security facility that provides intake for all individuals arrested in the County. The maximum capacity of MDF is 695; the ADP in 2025 was 430 (62% of capacity).
- WCDF is a medium-security facility located on the Richmond waterfront. It currently has a maximum capacity of 1,096. In 2025, the ADP at WCDF was 490 (45% of capacity).
- MCDF is often referred to as "The Farm." Built on the side of Mt. Diablo, it is a minimum-security jail with dorm-like facilities capable of housing up to 188 people. The 2025 ADP was 37 (20% of capacity). The site also includes a separate law enforcement training facility.

Using the ADP as provided in the final Sheriff's Quarterly Oversight Report of 2025 and the net cost (for Fiscal Year 2024/25) provided by the County Administrator's Office (Appendix B), the Grand Jury calculated the share of the daily cost of incarceration (including $7,168,238 in transit services) paid for by the Sheriff's Office (Table 1). The final column is the annual cost divided by 365 divided by the ADP.

Table 1. Detention Costs Attributed the Sheriff's Office Budget

Facility	ADP	Cost	Daily cost per inmate
Martinez Detention Facility	430	$43,500,010	$277
West County Detention Facility	490	$36,313,095	$203
Marsh Creek Detention Facility	37	$7,460,463	$552

Averaged, these numbers square roughly with the information provided in the Sheriff's Quarterly Oversight Report for the fourth quarter 2025, i.e., $256 per day to house someone in detention.

The costs of detention, however, are not borne by the Sheriff's Office alone. Detention Health provides mental and physical health services to incarcerated individuals. The costs for these services, which are set out in the Detention Health Data (Appendix C), are not divided according to detention facility: MDF uses a single cost center, while WCDF and MCDF share another.

- Detention Health at MDF: $33,534,526
- Detention Health at MCDF and WCDF: $10,352,210

Together, there is an ADP of 527 at WCDF and MCDF (490 +37). In other words, 93% of the $10,352,210 health services cost can be proportionately attributed to WCDF and 7% to MCDF.

- Detention Health at WCDF: $9,627,555
- Detention Health at MCDF: $724,654

The costs of mental health services—$7,255,581—are attributed to a single cost center. Again, using proportionate ADP to determine the percentage to assign to each facility, the Grand Jury

calculates that if the ADP at MDF is 430, and the ADP at WCDF is 490, and the ADP at MCDF is 37, the costs to provide mental health services can be distributed as follows:

- MDF is 45% of $7,255,581or $3,265,011
- WCDF is 51% of $7,255,581or $3,700,346
- MCDF is 4% of $7,255,581or $290,223

Table 2 now reveals a more complete detention cost picture.

Table 2. Sheriff's Office and Detention Health Costs

Facility	ADP	Sheriff's Department	Detention Health Services	Detention Mental Health Services	Total	Average daily cost per person
MDF	430	$43,471,692	$33,534,526	$3,265,011	$80,271,229	$511
WCDF	490	$36,384,777	$9,627,555	$3,700,346	$49,712,618	$278
MCDF	37	$7,460,463	$724,654	$290,223	$8,475,340	$627
Total	**957**				**$138,459,187**	**$396**

In other words, combining the Sheriff's Department costs and Detention Health costs and dividing that total by ADP, the average cost of adult detention is $396 per day.

It is understandable that the Sheriff's Quarterly Oversight Report takes into account only the Sheriff's Office direct expenses. Detention Health, a division of Contra Costa County Health, provides the services for mental and physical health and bears those costs. Excluding health services when publishing the costs to house detainees, however, understates the overall cost to the County, which is 54% higher ($396) than the costs to the Sheriff's Department indicated in the Quarterly Oversight Report ($257).

The medical services provided in detention facilities include a broad range of care for incarcerated individuals. Those services are required. In October 2020, the County settled a class action lawsuit brought on behalf of inmates in County detention facilities regarding alleged inadequate medical and mental health care. The County and the class entered into a Consent Decree that obligated the County to institute remedial plans for improvements in medical and mental health care over a period of five years, including construction of a new facility—West County Re-entry, Treatment, and Housing or WRTH—located on the grounds of WCDF. This 288-bed facility (scheduled to open in May 2026) is designed to improve conditions for incarcerated individuals by offering specialized medical and behavioral healthcare, alongside re-entry and rehabilitation programs.

Additionally, there are other costs that might not be captured in the current reporting on detention facilities, such as costs associated with education and ministry. Accordingly, it is not possible for the Grand Jury to definitively assess the total costs of detention facilities.

Marsh Creek Detention Facility

MCDF deserves special mention. In 2025, the ADP ranged from 32 to 47, with an annual ADP of 37 in a facility that can accommodate 188. Since 2020 the annual ADP at MCDF has not exceeded 41. Even though MCDF is a minimum-security facility, because it has so few detainees it costs twice as much to run per person as WCDF.

MCDF is staffed by four sergeants and nine deputy sheriffs. The facility employs two cooks and one detention service worker (janitorial staff). Additionally, MCDF has two nurses assigned to the facility who are employed by Detention Health and are responsible for providing medical care to inmates. Teaching staff employed by the Contra Costa County Office of Education provide educational instruction to detainees.

Structural reasons exist for MCDF to operate at 20% of capacity. Incarceration there is limited to detainees who meet certain attributes: no significant medical or mental health care needs, low level of crime, minimal time to release, and no history of escape attempts. Also, because MCDF is so far from the county population center, even those who are qualified for transfer often prefer to remain in WCDF where they are closer to friends and family.

These factors—distance from the rest of the County, cost per detainee, and under-utilization—have caused the Board to explore, as recently as 2020, permanent closure of the facility. (MCDF did close in 2020 during the first four months of the Covid pandemic.) The Grand Jury recognizes that that closing MCDF will not result in a full "saving" of the approximately $8 million spent there annually. However, there is potential for savings in the costs of running the facility, and there is a benefit or a possibility of generating revenue if the property is repurposed or sold. Either of these could be accomplished while still maintaining the training facility that shares the property.

Custody Alternative Facility (CAF)

CAF provides three alternatives to in-person custody: the Work Alternative Program (WAP), Secure Continuous Remote Alcohol Monitoring (SCRAM), and Electronic Home Detention (EHD). The Sheriff's Quarterly Oversight Report indicates that the cost for CAF is determined by dividing the facility budget (approximately $5 million) by the total number of people enrolled in the program to get an average daily cost in the last three years ranging from $29 to $36 per day.

Of the 2,272 people enrolled in CAF, 1,471 participated in WAP. Although supervisors monitor WAP clients while they are working, the costs of this program are largely administrative: finding and contracting with appropriate employers, assigning clients to work sites, and ensuring that they complete their time as required.

Thus, WAP is less costly to administer than either SCRAM or EHD, both of which require deputies and/or specialists to track and install ankle monitors, to interface with third-party vendors, and to provide oversight and home inspections. Including the large number of clients on WAP when calculating average CAF costs understates the costs of SCRAM and EHD. Setting

aside the issue of whether CAF is a good use of County resources, the cost data reported by the Sheriff's Office reveals only the aggregate costs of operating CAF.

Sheriff's Office Community Transparency Portal

In April 2026, the Sheriff's Office initiated a community Transparency Portal. The portal sets out online much of the data included in the Sheriff's Quarterly Oversight Report to the Board. As of this writing, the portal is not active; however, when it was, it did not include information regarding the costs of detention.

FINDINGS

F1. The Sheriff's Quarterly Oversight Report to the Board of Supervisors regarding the cost of detention borne by the Sheriff's Department does not include costs borne by other County departments, such as the costs of medical and mental health services.

F2. In 2025, the average daily cost to detain an adult in custody at the County's three detention facilities, including mental and medical services, was $396.

F3. At $627 per day, Marsh Creek Detention Facility (MCDF) costs more to house inmates than Martinez Detention Facility ($511) or West County Detention Facility ($278).

F4. MCDF operates at 20% of its capacity.

F5. The Custody Alternative Facility (CAF) does not separately report the costs of the programs it administers: Sheriff's Work Alternative Program, Secure Continuous Remote Alcohol Monitoring, and Electronic Home Detention.

F6. The most recently available Sheriff's Community Transparency Portal does not report the costs to manage the adult detention facilities.

RECOMMENDATIONS

R1. By January 1, 2027, the Board should consider requiring an audit to determine the full costs of adult detention facilities.

R2. Upon completion of the audit and no later than June 30, 2027, the Board should consider directing the auditor to report on the review of the full costs of operating each of the adult detention facilities.

R3. By October 31, 2026, the Sheriff's Office should consider clarifying in its Quarterly Oversight Report that the detention costs reflect only the Sheriff's Office costs.

R4. By January 1, 2027, the Board should consider directing the Sheriff's Office and the County Administrator's Office to identify a methodology for determining and reporting the full costs of the adult detention facilities operated by Contra Costa County.

R5. By July 1, 2027, the Board should consider directing the Sheriff's Office to close MCDF.

R6. By December 31, 2026, the Board should consider directing the Sheriff's Office to collect and report operating cost data separately for each CAF program.

REQUEST FOR RESPONSES

Pursuant to California Penal Code § 933(b) et seq. and California Penal Code § 933.05, the 2025-2026 Contra Costa County Civil Grand Jury requests responses from the following governing bodies:

Responding Agency	Findings	Recommendations
Sheriff's Office	F1 - F6	R3, R4, R5, R6
Board of Supervisors	F1	R1, R2, R5, R6

These responses must be provided in the format and by the date set forth in the cover letter that accompanies this report. An electronic copy of these responses in the form of a Word document should be sent by e-mail to ctadmin@contracosta.courts.ca.gov and a hard (paper) copy should be sent to:

Civil Grand Jury – Foreperson
725 Court Street
P.O. Box 431
Martinez, CA 94553-0091

Reports issued by the Grand Jury do not identify individuals interviewed. Penal Code section 929 requires that reports of the Grand Jury not contain the name of any person or facts leading to the identity of any person who provides information to the Grand Jury.

APPENDIX A

Detention Facility	Department	2017-18 Adjusted	2017-18 Actuals	2018-19 Adjusted	2018-19 Actuals	2019-20 Adjusted	2019-20 Actuals
Custodial Alternative	Sheriff	$ 3,848,285	$ 3,851,063	$ 3,999,019	$ 4,125,938	$ 4,542,219	$ 4,267,108
Martinez Detention	Sheriff, Health Detention, Health MH	$ 50,561,102	$ 49,597,590	$ 50,422,588	$ 51,358,658	$ 54,886,520	$ 37,106,620
West County	Sheriff, Health Detention, Health MH	$ 30,222,406	$ 32,674,232	$ 31,897,347	$ 32,892,118	$ 26,469,017	$ 25,666,678
Marsh Creek	Sheriff	$ 3,783,984	$ 4,057,204	$ 4,491,873	$ 5,157,143	$ 5,488,110	$ 3,889,667
Other: Detention Transportation	Sheriff	$ 4,825,834	$ 5,223,394	$ 5,541,491	$ 5,520,773	$ 5,903,013	$ 5,718,191

Detention Facility	Department	2020-21 Adjusted	2020-21 Actuals	2021-22 Adjusted	2021-22 Actuals	2022-23 Adjusted	2022-23 Actuals
Custodial Alternative	Sheriff	$ 4,680,363	$ 3,835,139	$ 4,387,281	$ 4,121,521	$ 4,653,692	$ 4,469,538
Martinez Detention	Sheriff, Health Detention, Health MH	$ 52,566,694	$ 23,004,071	$ 61,820,577	$ 59,736,046	$ 70,092,705	$ 70,672,399
West County	Sheriff, Health Detention, Health MH	$ 31,767,747	$ 39,621,962	$ 35,257,254	$ 37,645,160	$ 34,167,155	$ 34,700,831
Marsh Creek	Sheriff	$ 5,748,175	$ 3,413,742	$ 5,801,387	$ 6,313,671	$ 6,099,024	$ 6,002,269
Other: Detention Transportation	Sheriff	$ 6,069,557	$ 1,631,607	$ 6,455,968	$ 6,484,691	$ 6,532,631	$ 5,589,791

Detention Facility	Department	2023-24 Adjusted	2023-24 Actuals	2024-25 Adjusted	2024-25 Actuals	2025-26 Adjusted Total
Custodial Alternative	Sheriff	$ 4,986,884	$ 4,613,286	$ 4,754,854	$ 4,424,914	$ 5,027,981
Martinez Detention	Sheriff, Health Detention, Health MH	$ 72,224,028	$ 74,093,736	$ 83,089,151	$ 82,560,641	$ 84,090,132
West County	Sheriff, Health Detention, Health MH	$ 37,611,158	$ 40,159,531	$ 44,411,344	$ 44,703,374	$ 55,504,624
Marsh Creek	Sheriff	$ 6,898,663	$ 6,588,822	$ 6,278,651	$ 7,174,034	$ 6,605,971
Other: Detention Transportation	Sheriff	$ 6,896,734	$ 6,058,687	$ 7,081,449	$ 7,168,238	$ 7,474,804

APPENDIX B

Detention Facilities Total Operating Expenditures, Fiscal Years 2023-2025

Detention Facility	Department	Cost Centers	2023-24 Actuals	2024-25 Actuals	Check	Check
Custodial Alternative	Sheriff	2571	$ 4,613,286	$ 4,424,914	$ (0)	$ -
Martinez Detention	Sheriff, Health Detention, Health MH	2578 SO Detention 5700 HSD Infirmary 5710 HSD MH	$ 74,093,736	$ 82,560,641	$ (0)	$ (0)
West County	Sheriff, Health Detention, Health MH	2580 SO Detention 5701 HSD Infirmary 5711 HSD MH	$ 40,159,531	$ 44,703,374	$ -	$ -
Marsh Creek	Sheriff	2585	$ 6,588,822	$ 7,174,034	$ (0)	$ -
Other: Detention Transportation	Sheriff	2575	$ 6,058,687	$ 7,168,238	$ -	$ (0)

Account	2023-24 Actuals	2024-25 Actuals
0300 - CUSTODY SERVICES BUREAU		
2570 -MARTINEZ DETENTION FACILITY		
Summary		
Expense		
E1000 - Salaries And Benefits	34,526,095	36,514,146
E2000 - Services And Supplies	4,477,972	4,518,927
E3000 - Other Charges	3,692	693
E4000 - Fixed Assets	7,294	12,245
E5000 - Expenditure Transfers	-113,230	-127,246
Expense Total	**38,901,822**	**40,418,486**
Revenue		
R9800 - Charges For Services	129,761	139,576
R9850 - Miscellaneous Revenue	0	4,587
Revenue Total	**129,761**	**144,163**
Net Cost:	**38,772,061**	**40,274,303**
Account Detail		
Expense		
1011 - Permanent Salaries	16,306,797	17,152,355
1013 - Temporary Salaries	22,467	33,348
1014 - Permanent Overtime	5,292,988	5,296,715
1015 - Deferred Comp	27,628	22,054
1019 - Comp & SDI Recoveries	-272,522	-275,453
1042 - FICA/Medicare	510,718	547,357
1043 - Ret Exp-Pre 97 Retirees	0	42,670
1044 - Retirement Expense	9,077,539	7,909,758
1060 - Employee Group Insurance	2,052,742	2,240,503
1063 - Unemployment Insurance	42,082	46,474
1070 - Workers Comp Insurance	1,375,764	1,898,363
2100 - Office Expense	79,185	99,775
2102 - Books-Periodicals-Subscriptions	384	1,279
2103 - Postage	1,261	1,690
2110 - Communications	23,869	28,084
2111 - Telephone Exchange Service	51,799	31,546
2120 - Utilities	0	0
2130 - Small Tools and Instruments	238	1,489
2131 - Minor Furniture/Equipment	15,613	27,645
2132 - Minor Computer Equipment	11,361	1,200
2141 - Pharmaceutical Supplies	0	7,683
2150 - Food	1,263,938	1,610,686
2160 - Clothing & Personal Supplies	216,849	222,159
2170 - Household Expense	438,055	370,056
2200 - Memberships	130	0
2250 - Rents and Leases-Equipment	101,349	91,139
2262 - Building Occupancy Costs	24,524	24,546
2265 - Bldg Lifecycle Costs	250,483	245,966
2270 - Maintenance - Equipment	77,770	26,447
2276 - Main Radio-Electronic Equipment	7,454	0
2281 - Maintenance of Buildings	0	0
2284 - Requested Maintenance	1,314,690	972,759
2300 - Transportation and Travel	1,847	3,995
2301 - Auto Mileage Employees	73	190
2302 - Use of Co Vehicle/Equipment	0	0
2303 - Other Travel Employees	18,242	22,573
2305 - Freight Drayage Express	0	22,275
2310 - Non Cnty Prof/Spclzd Svcs	311,090	262,643
2315 - Data Processing Services	146,584	368,013
2316 - Data Processing Supplies	18,541	0
2326 - Information Security Charges	37,082	0
2331 - GSD Courier Svc	4,124	4,230
2335 - Other Telecom Charges	17,103	21,108
2467 - Training & Registrations	15,403	17,822
2479 - Other Special Departmental Exp	28,981	31,181
2491 - Cash Shortage Reimbursement	0	450
3560 - Depreciation	0	0
3611 - Interfund Exp - Gov/Gov	1,598	108
3612 - Interfund Exp - Gov/Ent	2,094	585
4948 - Miscellaneous Equipment	0	0
4952 - Institutional Equip & Furniture	7,294	12,245
5011 - Reimbursements-Gov/Gov	23,967	11,445
5022 - Intrafund-Trans-Services	-137,196	-138,691
Expense Total	**38,901,822**	**40,418,486**
Revenue		
9873 - Cafeteria Receipts	129,761	139,576
9975 - Misc Non-Taxable Revenue	0	4,587
Revenue Total	129,761	144,163
0300 Expense	38,901,822	40,418,486
0300 Revenue	129,761	144,163
0300 Net Cost:	38,772,061	40,274,303

Account	2023-24 Actuals	2024-25 Actuals
0301 - HLTH SVCS-DETENTION INMATES		
5700 - MARTINEZ DETENTION INFIRMARY		
Summary		
Expense		
E1000 - Salaries And Benefits	21,311,360	24,442,782
E2000 - Services And Supplies	5,900,166	10,167,972
E3000 - Other Charges	74,946	35,799
E4000 - Fixed Assets	48,899	160,482
E5000 - Expenditure Transfers	59,336	8,844
Expense Total	27,394,507	34,813,839
Revenue		
R9300 - Intergovernmental Revenue	0	0
R9600 - Charges For Services	1,184,263	1,278,105
R9800 - Miscellaneous Revenue	469	1,208
Revenue Total	1,184,732	1,279,313
Net Cost:	26,209,775	33,534,526
Account Detail		
Expense		
1011 - Permanent Salaries	11,452,914	13,239,468
1013 - Temporary Salaries	2,143,986	2,346,014
1014 - Permanent Overtime	352,843	632,492
1015 - Deferred Comp	41,432	52,175
1017 - Perm Physicians Salaries	1,164,698	1,467,808
1018 - Perm Phys Addnl Duty Pay	44,279	57,118
1019 - Comp & SDI Recoveries	-5,701	-24,797
1042 - FICA/Medicare	1,010,236	1,165,782
1043 - Ret Exp-Pre 97 Retirees	0	11,744
1044 - Retirement Expense	2,641,848	2,436,644
1060 - Employee Group Insurance	1,783,708	2,226,536
1061 - Retiree Health Insurance	338,572	285,661
1063 - Unemployment Insurance	30,399	35,577
1070 - Workers Comp Insurance	312,176	430,540
2100 - Office Expense	43,560	57,801
2102 - Books-Periodicals-Subscriptions	113	2,115
2103 - Postage	5,169	569
2110 - Communications	17,286	23,873
2111 - Telephone Exchange Service	17,053	14,085
2130 - Small Tools and Instruments	11,809	21,214
2131 - Minor Furniture/Equipment	19,772	123,104
2132 - Minor Computer Equipment	12,134	36,084
2140 - Medical & Lab Supplies	115,641	156,352
2141 - Pharmaceutical Supplies	2,780,771	3,643,307
2150 - Food	960	0
2160 - Clothing & Personal Supplies	37,614	21,664
2170 - Household Expense	875	3,212
2190 - Publications & Legal Notices	89,505	84,495
2200 - Memberships	906	2,817
2250 - Rents and Leases-Equipment	167,891	227,827
2251 - Computer Software Cost	2,500	25,743
2260 - Rents & Leases - Property	8,770	9,059
2284 - Requested Maintenance	76,378	246,054
2286 - Non-Cap Imps - Misc	15,793	5,312
2300 - Transportation and Travel	470	5,552
2301 - Auto Mileage Employees	14,548	10,727
2302 - Use of Co Vehicle/Equipment	336	0
2303 - Other Travel Employees	101	480
2305 - Freight Drayage Express	7,584	0
2310 - Non Cnty Prof/Spclze Svcs	787,366	1,252,973
2314 - Contracted Temporary Help	473,677	107,838
2315 - Data Processing Services	85,227	230,297
2316 - Data Processing Supplies	18,050	0
2320 - Outside Medical Services	29,045	36,387
2321 - County Hospital Services	1,006,526	3,705,407
2326 - Information Security Charges	32,101	0
2330 - Other Gen Svcs Charges	30,099	67,953
2335 - Other Telecom Charges	4,054	19,439
2340 - Other Interdpmntl Charges	10,301	8,042
2497 - Training & Registrations	1,720	4,890
2473 - Specialized Printing	1,286	0
2477 - Ed Supplies and Courses	261	0
2479 - Other Special Departmental Exp	4,385	17,343
3611 - Interfund Exp - Gov/Gov	74,946	35,799
4159 - 390-Pharmacy-Pill Rm Reno	0	8,020
4951 - Office Equip & Furniture	10,495	0
4954 - Medical & Lab Equipment	38,203	152,442
5011 - Reimbursements-Gov/Gov	7,139	8,844
5021 - Intrafund-Trans-Salaries	0	0
5022 - Intrafund-Trans-Services	52,197	0
Expense Total	27,394,507	34,813,839
Revenue		
8259 - State Aid Realignment-VLF	0	0
8263 - State Aid Realignment-Sales Tax	0	0
8785 - MH Svcs-Medi-Cal	1,184,263	1,278,105
8951 - Reimbursements-Gov/Gov	0	0
9975 - Misc Non-Taxable Revenue	469	1,208
Revenue Total	1,184,732	1,279,313
0301 Expense	27,394,507	34,813,839
0301 Revenue	1,184,732	1,279,313
0301 Net Cost:	26,209,775	33,534,526

Account	2023-24 Actuals	2024-25 Actuals
0301 - HLTH SVCS-DETENTION INMATES		
5710 - DETENTION MNTL-HEALTH MARTINEZ		
Summary		
Expense		
E9000 - Salaries And Benefits	3,352,049	3,469,499
E2000 - Services And Supplies	4,445,358	3,858,838
Expense Total	7,797,407	7,328,337
Revenue		
R9500 - Intergovernmental Revenue	71,365	72,756
Revenue Total	71,365	72,756
Net Cost:	7,726,043	7,255,581
Account Detail		
Expense		
1011 - Permanent Salaries	1,790,975	1,997,548
1013 - Temporary Salaries	0	523
1014 - Permanent Overtime	708,498	674,135
1015 - Deferred Comp	15,501	15,687
1042 - FICA/Medicare	174,783	175,072
1043 - Ret Exp-Pre 97 Retiree	0	1,683
1044 - Retirement Expense	370,798	349,746
1060 - Employee Group Insurance	237,142	277,204
1063 - Unemployment Insurance	5,026	5,201
1070 - Workers Comp Insurance	51,446	82,701
2100 - Office Expense	6,609	9,809
2102 - Books-Periodicals-Subscriptions	0	140
2103 - Postage	1	0
2110 - Communications	6,046	4,909
2111 - Telephone Exchange Service	5,111	5,016
2131 - Minor Furniture/Equipment	658	2,393
2132 - Minor Computer Equipment	2,130	7,361
2146 - Medical & Lab Supplies	880	64
2160 - Clothing & Personal Supplies	97	0
2170 - Household Expense	291	0
2250 - Rents and Leases-Equipment	17,343	20,578
2264 - Requested Maintenance	817	2,004
2301 - Auto Mileage Employee	2,636	935
2305 - Freight Drayage Express	0	240
2310 - Non Cnty Prof/Spcial Svcs	3,902,310	3,586,912
2313 - Outside Attorney Fees	0	113,952
2315 - Data Processing Services	14,180	31,302
2316 - Data Processing Supplies	1,937	0
2320 - Outside Medical Services	450,860	66,417
2326 - Information Security Charges	3,874	0
2335 - Other Telecom Charges	819	0
2340 - Other Intrdptmntl Charges	0	750
2479 - Other Special Departmental Exp	9,499	5,256
Expense Total	7,797,407	7,328,337
Revenue		
9259 - State Aid Realignment-VLF	3,263	3,413
9263 - State Aid Realignment-Sales Tax	68,101	69,343
Revenue Total	71,365	72,756
0301 Expense	7,797,407	7,328,337
0301 Revenue	71,365	72,756
0301 Net Cost:	7,726,043	7,255,581

Account	2023-24 Actuals	2024-25 Actuals
0300 - CUSTODY SERVICES BUREAU		
2580 - WEST COUNTY DETENTION FACILITY		
Summary		
Expense		
E1000 - Salaries And Benefits	26,907,896	27,982,640
E2000 - Services And Supplies	3,790,024	4,448,297
E3000 - Other Charges	7,490	5,735
E4000 - Fixed Assets	9,640	24,452
E5000 - Expenditure Transfers	83,458	59,841
Expense Total	**30,498,908**	**32,426,965**
Revenue		
R9600 - Charges For Services	5,826	6,995
R9800 - Miscellaneous Revenue	30	168
Revenue Total	**5,856**	**7,163**
Net Cost:	**30,249,180**	**32,657,294**
Account Detail		
Expense		
1011 - Permanent Salaries	11,743,015	12,477,724
1013 - Temporary Salaries	186,252	216,107
1014 - Permanent Overtime	4,843,804	5,603,105
1015 - Deferred Comp	19,230	19,248
1019 - Comp & SDI Recoveries	-133,988	-236,341
1042 - FICA/Medicare	404,743	449,267
1043 - Ret Exp-Pre 97 Retirees	0	32,632
1044 - Retirement Expense	6,832,721	6,088,525
1060 - Employee Group Insurance	1,814,712	1,737,598
1063 - Unemployment Insurance	33,159	36,467
1070 - Workers Comp Insurance	1,064,447	1,458,510
2100 - Office Expense	75,104	84,101
2102 - Books-Periodicals-Subscriptions	244	249
2103 - Postage	507	690
2110 - Communications	20,108	24,901
2111 - Telephone Exchange Service	34,266	35,100
2130 - Small Tools and Instruments	197	4,459
2131 - Minor Furniture/Equipment	16,540	15,046
2132 - Minor Computer Equipment	3,043	5,821
2150 - Food	1,338,585	1,817,060
2160 - Clothing & Personal Supplies	259,465	217,269
2170 - Household Expense	478,667	366,092
2180 - Agricultural Expense	0	0
2200 - Memberships	0	0

2250 - Rents and Leases-Equipment	38,008	29,934
2251 - Computer Software Cost	0	0
2260 - Rents & Leases - Property	0	0
2265 - Bldg Lifecycle Costs	373,699	366,956
2270 - Maintenance - Equipment	81,855	31,895
2276 - Mntn Radio-Electronic Equipment	1,395	0
2281 - Maintenance of Buildings	0	0
2282 - Grounds Maintenance	212	548
2284 - Requested Maintenance	715,911	946,038
2300 - Transportation and Travel	1,091	3,309
2301 - Auto Mileage Employees	146	48
2302 - Use of Co Vehicle/Equipment	0	0
2303 - Other Travel Employees	3,984	5,682
2305 - Freight Drayage Express	0	22,425
2310 - Non Cnty Prof/Spclzd Svcs	78,555	55,372
2314 - Contracted Temporary Help	3,306	83,186
2315 - Data Processing Services	123,735	287,353
2316 - Data Processing Supplies	15,635	0
2326 - Information Security Charges	31,271	0
2330 - Other Gen Svcs Charges	0	0
2335 - Other Telecom Charges	10,253	27,958
2467 - Training & Registrations	4,740	3,316
2476 - Recreation	0	6,519
2479 - Other Special Departmental Exp	81,494	6,966
2491 - Cash Shortage Reimbursement	0	0
3611 - Interfund Exp - Gov/Gov	7,141	5,660
3612 - Interfund Exp - Gov/Ent	349	75
3622 - Gen Svc-Other G S Charges	0	0
4952 - Institutional Equip & Furniture	9,640	24,452
4955 - Radio & Communication Equip	0	0
5011 - Reimbursements-Gov/Gov	156,145	161,778
5022 - Intrafund-Trans-Services	-72,687	-102,137
Expense Total	30,498,508	32,420,985

Revenue		
9873 - Cafeteria Receipts	5,826	6,995
9895 - Misc Current Services	0	0
9975 - Misc Non-Taxable Revenue	30	188
Revenue Total	5,856	7,183

0300 Expense	30,498,508	32,420,985
0300 Revenue	249,348	-236,330
0300 Net Cost:	30,249,160	32,657,294

Account	2023-24 Actuals	2024-25 Actuals
0301 - HLTH SVCS-DETENTION INMATES		
5701 - WEST DETENTION INFIRMARY		
Summary		
Expense		
E1000 - Salaries And Benefits	8,889,656	10,529,216
E2000 - Services And Supplies	676,033	983,367
E4000 - Fixed Assets	76,396	179,761
E5000 - Expenditure Transfers	1,116	1,578
Expense Total	9,642,204	11,693,942
Revenue		
R9800 - Miscellaneous Revenue	1,277,840	1,341,732
Revenue Total	1,277,840	1,341,732
Net Cost:	8,364,364	10,352,210
Account Detail		
Expense		
1011 - Permanent Salaries	5,300,429	5,958,856
1013 - Temporary Salaries	783,510	1,469,948
1014 - Permanent Overtime	243,589	319,714
1015 - Deferred Comp	12,734	16,377
1019 - Comp & SDI Recoveries	-1,499	0
1042 - FICA/Medicare	429,935	534,974
1043 - Ret Exp-Pre 97 Retirees	0	5,603
1044 - Retirement Expense	1,154,013	1,042,115
1060 - Employee Group Insurance	844,403	978,263
1063 - Unemployment Insurance	12,627	15,516
1070 - Workers Comp Insurance	129,935	187,960
2100 - Office Expense	35,999	33,541
2110 - Communications	21,140	13,867
2111 - Telephone Exchange Service	2,020	2,698
2130 - Small Tools and Instruments	-2,370	61,333
2131 - Minor Furniture/Equipment	5,844	1,952
2132 - Minor Computer Equipment	8,710	13,713
2140 - Medical & Lab Supplies	120,712	137,020
2141 - Pharmaceutical Supplies	1,885	1,089
2150 - Food	24,247	19,296
2160 - Clothing & Personal Supplies	23,432	16,773
2170 - Household Expense	213	3,276
2190 - Publications & Legal Notices	31,997	29,380
2200 - Memberships	1,323	780
2250 - Rents and Leases-Equipment	11,777	10,711
2251 - Computer Software Cost	5,000	6,240
2284 - Requested Maintenance	68,829	266,762
2286 - Non-Cap Imps - Misc	19,439	27,342
2300 - Transportation and Travel	480	620
2301 - Auto Mileage Employees	7,131	888
2306 - Freight Drayage Express	2,250	0
2310 - Non Cnty Prof/Spclzd Svcs	77,031	30,228
2314 - Contracted Temporary Help	104,033	122,384
2315 - Data Processing Services	68,625	107,323
2316 - Data Processing Supplies	4,013	0
2320 - Outside Medical Services	1,780	1,597
2326 - Information Security Charges	8,025	0
2335 - Other Telecom Charges	16,544	75,212
2340 - Other Intrdptmntl Charges	3,300	4,850
2467 - Training & Registrations	828	1,104
2477 - Ed Supplies and Courses	131	0
2479 - Other Special Departmental Exp	2,067	3,807
2490 - Misc Services & Supplies	600	0
4954 - Medical & Lab Equipment	76,396	179,761
5011 - Reimbursements-Gov/Gov	1,116	1,578
Expense Total	**9,642,204**	**11,693,942**
Revenue		
9951 - Reimbursements-Gov/Gov	1,277,840	1,341,732
Revenue Total	**1,277,840**	**1,341,732**
0301 Expense	9,642,204	11,693,942
0301 Revenue	1,277,840	1,341,732
0301 Net Cost:	8,364,364	10,352,210

Account	2023-24 Actuals	2024-25 Actuals
0300 - CUSTODY SERVICES BUREAU		
2900 - MARSH CREEK DETENTION FACILITY		
Summary		
Expense		
E1000 - Salaries And Benefits	5,842,795	6,410,788
E2000 - Services And Supplies	721,871	718,348
E3000 - Other Charges	413	70
E4000 - Fixed Assets	0	10,241
E5000 - Expenditure Transfers	23,839	34,389
Expense Total	6,588,822	7,174,034
Revenue		
R9800 - Charges For Services	75	300
Revenue Total	75	300
Net Cost:	6,588,747	7,173,734
Account Detail		
Expense		
1011 - Permanent Salaries	3,392,466	3,911,262
1013 - Temporary Salaries	0	16,986
1014 - Permanent Overtime	1,048,381	1,119,874
1015 - Deferred Comp	348	3,205
1019 - Comp & 401 Recoveries	10,586	49,227
1042 - FICA/Medicare	87,638	77,986
1043 - Ret Exp-Pre 97 Retiree	0	8,348
1044 - Retirement Expense	1,126,886	1,534,126
1060 - Employee Group Insurance	391,432	469,676
1063 - Unemployment Insurance	6,904	7,886
1070 - Workers Comp Insurance	221,879	320,146
2100 - Office Expense	1,816	2,290
2102 - Books-Periodicals-Subscriptions	54	54
2103 - Postage	12	0
2110 - Communications	4,239	5,936
2111 - Telephone Exchange Service	11,886	8,553
2120 - Utilities	3	3
2130 - Small Tools and Instruments	324	0
2131 - Minor Furniture/Equipment	1,343	647
2140 - Medical & Lab Supplies	1,759	39
2160 - Food	282,713	300,699
2161 - Clothing & Personal Supplies	11,969	13,711
2170 - Household Expense	38,419	31,839
2180 - Agricultural Expense	3	3
2260 - Rents and Leases Equipment	2,622	2,429
2265 - Bldg Lifecycle Costs	101,174	99,350
2270 - Maintenance - Equipment	525	4,946
2275 - Mntn Radio-Electronic Equipment	0	0
2281 - Maintenance of Buildings	0	0
2282 - Grounds Maintenance	0	0
2284 - Requested Maintenance	139,989	150,457
2285 - Non-Cap Imps - Misc	7,346	3,942
2301 - Auto Mileage Employees	0	0
2302 - Use of Co Vehicle/Equipment	0	0
2303 - Other Travel Employees	0	0
2305 - Freight Drayage Express	0	4,950
2310 - Non Cnty Prof/Spclzd Svcs	42,670	47,881
2315 - Data Processing Services	74,988	42,851
2316 - Data Processing Supplies	2,491	0
2328 - Information Security Charges	4,981	0
2335 - Other Telecom Charges	7,107	1,481
2487 - Training & Registrations	0	0
2474 - Fire Fighting Supplies	0	0
2479 - Other Special Departmental Exp	14,028	1,707
3560 - Depreciation	0	0
3611 - Interfund Exp - Gov/Gov	413	70
4952 - Institutional Equip & Furniture	0	10,241
5011 - Reimbursements-Gov/Gov	23,839	34,389
Expense Total	6,588,822	7,174,034
Revenue		
9873 - Cafeteria Receipts	75	300
Revenue Total	75	300
0300 Expense	6,588,822	7,174,034
0300 Revenue	75	300
0300 Net Cost:	6,588,747	7,173,734

Account	2023-24 Actuals	2024-25 Actuals
0300 - CUSTODY SERVICES BUREAU		
2575 - DETENTION TRANSPORTATION		
Summary		
Expense		
51000 - Salaries And Benefits	5,388,717	5,981,374
52000 - Services And Supplies	82,144	134,999
53000 - Other Charges	135	97
54000 - Fixed Assets	0	460,705
59000 - Expenditure Transfers	576,610	531,703
Expense Total	**6,058,607**	**7,108,238**
Revenue		
59500 - Intergovernmental Revenue	393	0
59600 - Miscellaneous Revenue	442,008	0
Revenue Total	**442,401**	**0**
Net Cost:	**5,616,206**	**7,108,238**
Account Detail		
Expense		
1011 - Permanent Salaries	2,797,677	3,287,980
1014 - Permanent Overtime	547,515	663,069
1015 - Deferred Comp	353	472
1019 - Comp & SDI Recoveries	-38,789	-84,985
1042 - FICA/Medicare	57,937	68,289
1043 - Ret Exp-Pre 97 Retirees	0	8,153
1044 - Retirement Expense	1,480,137	1,379,804
1060 - Employee Group Insurance	389,436	389,887
1063 - Unemployment Insurance	6,844	7,588
1070 - Workers Comp Insurance	323,929	346,580
2130 - Office Expense	940	1,125
2133 - Postage	13	16
2310 - Communications	369	435
2311 - Telephone Exchange Service	2,497	1,301
2130 - Small Tools and Instruments	0	72
2131 - Minor Furniture/Equipment	4,439	160
2160 - Clothing & Personal Supplies	17,864	19,549
2170 - Household Expense	0	771
2330 - Rents and Leases-Equipment	728	1,341
2370 - Mtce-Radio-Electronic Equipment	1,116	0
2384 - Requested Maintenance	360	1,253
2300 - Transportation and Travel	3,419	4,853
2302 - Use of Co Vehicle/Equipment	0	0
2303 - Other Travel Employees	216	551
2310 - Non Cnty Prof/Spclzd Svcs	269	621
2315 - Data Processing Services	25,800	52,933
2316 - Data Processing Supplies	2,906	0
2325 - Information Security Charges	5,811	0
2335 - Other Telecom Charges	0	275
2340 - Other Intrdptmntl Charges	0	0
2467 - Training & Registrations	2,779	790
2479 - Other Special Departmental Exp	13,613	17,772
3580 - Depreciation	0	0
3611 - Interfund Exp - Gov/Gov	198	97
4952 - Institutional Equip & Furniture	0	460,705
5011 - Reimbursements-Gov/Gov	576,610	531,703
Expense Total	**6,058,607**	**7,108,238**
Revenue		
9435 - Miscellaneous State Aid	393	0
9651 - Reimbursements-Gov/Gov	442,008	0
Revenue Total	**442,401**	**0**
0300 Expense	6,058,607	7,108,238
0300 Revenue	442,401	0
0300 Net Cost:	**5,616,206**	**7,108,238**

APPENDIX C

Ledger Account Expenditure Report (0301)
Fiscal Year 2024-2025

5700- MARTINEZ DETENTION FACILITY
Admin & Operating Expenses

Ledger Account	Description	Amount
1011	PERMANENT SALARIES	$13,239,468.34
1013	TEMPORARY SALARIES	$2,346,013.69
1014	PERMANENT OVERTIME	$632,491.63
1015	DEFERRED COMP CTY CONTRB	$52,174.75
1017	PERM PHYSICIANS SALARIES	$1,467,808.48
1018	PERM PHYS ADDNL DUTY PAY	$57,118.30
1019	COMP & S D I RECOVERIES	-$24,796.85
1042	F.I.C.A.	$1,165,782.38
1043	RET EXP-PRE 1997 RETIREES	$11,743.71
1044	RETIREMENT EXPENSE	$2,436,643.99
1060	EMPLOYEE GROUP INSURANCE	$2,226,536.10
1061	RETIREE HEALTH INSURANCE	$365,660.57
1063	UNEMPLOYMENT INSURANCE	$35,577.22
1070	WORKERS COMPENSATION INS	$430,540.03
2100	OFFICE EXPENSE	$57,801.29
2102	BOOKS-PERIODICLS-SUBSCRPT	$2,114.75
2103	POSTAGE	$569.06
2110	COMMUNICATIONS	$23,872.74
2111	TELEPHONE EXCHNGE SERVICE	$14,065.31
2130	SMALL TOOLS & INSTRUMENTS	$21,213.84
2131	MINOR FURNITURE/EQUIPMENT	$123,104.10
2132	MINOR COMPUTER EQUIPMENT	$35,063.91
2140	MEDICAL & LAB SUPPLIES	$156,351.51
2141	PHARMACEUTICAL SUPPLIES	$3,643,306.31
2160	CLOTHING & PERSONAL SUPPL	$21,664.02
2170	HOUSEHOLD EXPENSE	$3,211.53
2190	PUBLICATNS & LEGL NOTICES	$84,495.22
2200	MEMBERSHIPS	$2,817.37
2250	RENTS & LEASES -EQUIPMENT	$227,826.93
2251	COMPUTER SOFTWARE COST	$25,743.00
2260	RENTS & LEASES -PROPERTY	$8,058.61
2284	REQUESTED MAINTENANCE	$246,053.93
2286	NON-CAP IMPS-MTCE	$5,312.00
2300	TRANSPORTATION AND TRAVEL	$5,557.46
2301	AUTO MILEAGE EMPLOYEES	$10,726.63
2303	OTHER TRAVEL EMPLOYEES	$480.12
2310	NON CNTY PROF SPCLZD SVCS	$1,252,972.58
2314	CONTRACTED TEMPORARY HELP	$107,837.50
2315	DATA PROCESSING SERVICE	$230,296.96
2320	OUTSIDE MEDICAL SERVICES	$36,386.50
2321	COUNTY HOSPITAL SERVICES	$3,705,407.00
2330	OTHER GEN SVCS CHARGES	$67,952.91
2335	OTHER TELECOM CHARGES	$19,438.95
2340	OTHER SPECIAL DPMTAL EXP	$6,042.00
2467	TRAINING & REGISTRATIONS	$4,889.61
2479	OTHER SPECIAL DPMTAL EXP	$17,342.93
3611	INTERFUND EXP - GOV/GOV	$35,798.61
4159	PHARMACY-PILL RM RENOVATION	$8,020.21
4954	MEDICAL & LAB EQUIPMENT	$152,442.85
5011	REIMBURSEMENTS-GOV/GOV	$6,844.10
Total		**$34,813,838.89**

5701 - WEST COUNTY AND MARSH CREEK DETENTION FACILITIES
ADMIN AND OPERATING EXPENSES

Ledger Account		Amount
1011	PERMANENT SALARIES	$5,958,886.10
1013	TEMPORARY SALARIES	$1,469,948.38
1014	PERMANENT OVERTIME	$319,713.86
1015	DEFERRED COMP CTY CONTRB	$16,376.92
1042	F.I.C.A.	$534,974.38
1043	RET EXP-PRE 1997 RETIREES	$5,502.54
1044	RETIREMENT EXPENSE	$1,042,114.92
1060	EMPLOYEE GROUP INSURANCE	$978,203.15
1063	RETIREE HEALTH INSURANCE	$15,515.76
1070	UNEMPLOYMENT INSURANCE	$187,979.67
2100	OFFICE EXPENSE	$33,341.35
2110	BOOKS-PERIODICLS-SUBSCRPT	$13,667.13
2111	TELEPHONE EXCHNGE SERVICE	$2,696.47
2130	SMALL TOOLS & INSTRUMENTS	$51,332.95
2131	MINOR FURNITURE/EQUIPMENT	$1,951.78
2132	MINOR COMPUTER EQUIPMENT	$13,714.77
2140	MEDICAL & LAB SUPPLIES	$137,019.99
2141	PHARMACEUTICAL SUPPLIES	$1,089.03
2150	FOOD	$19,295.82
2160	CLOTHING & PERSONAL SUPPL	$16,772.60
2170	HOUSEHOLD EXPENSE	$3,276.17
2190	PUBLICATNS & LEGL NOTICES	$29,380.09
2200	MEMBERSHIPS	$780.07
2250	RENTS & LEASES -EQUIPMENT	$10,711.01
2251	COMPUTER SOFTWARE COST	$6,240.00
2284	REQUESTED MAINTENANCE	$266,762.46
2286	NON-CAP IMPS-MTCE	$27,342.00
2300	TRANSPORTATION AND TRAVEL	$620.00
2301	AUTO MILEAGE EMPLOYEES	$887.84
2310	NON CNTY PROF SPCLZD SVCS	$30,227.96
2314	CONTRACTED TEMPORARY HELP	$122,384.00
2315	DATA PROCESSING SERVICE	$107,322.80
2320	OUTSIDE MEDICAL SERVICES	$1,597.20
2335	OTHER TELECOM CHARGES	$75,211.86
2340	OTHER SPECIAL DPMTAL EXP	$4,850.00
2467	TRAINING & REGISTRATIONS	$1,104.19
2479	OTHER SPECIAL DPMTAL EXP	$3,807.02
4954	MEDICAL & LAB EQUIPMENT	$179,761.24
5011	REIMBURSEMENTS-GOV/GOV	$1,578.12
Total		**$11,693,941.60**

5710 - ADULT MENTAL HEALTH SERVICES
(MARTINEZ, WEST COUNTY AND MARSH CREEK FACILITIES)
ADMIN AND OPERATING EXPENSES

Ledger Account		Amount
1011	PERMANENT SALARIES	$1,907,547.60
1013	TEMPORARY SALARIES	$523.08
1014	PERMANENT OVERTIME	$674,134.72
1015	DEFERRED COMP CTY CONTRB	$15,686.75
1042	COMP & S D I RECOVERIES	$175,071.60
1043	F.I.C.A.	$1,683.19
1044	RET EXP-PRE 1997 RETIREES	$349,746.29
1060	RETIREMENT EXPENSE	$277,204.09
1063	EMPLOYEE GROUP INSURANCE	$5,201.16
1070	RETIREE HEALTH INSURANCE	$62,700.56
2100	OFFICE EXPENSE	$9,808.90
2102	BOOKS-PERIODICLS-SUBSCRPT	$139.89
2110	COMMUNICATIONS	$4,909.43
2111	TELEPHONE EXCHNGE SERVICE	$6,016.24
2131	MINOR FURNITURE/EQUIPMENT	$2,392.69
2132	MINOR COMPUTER EQUIPMENT	$7,360.53
2140	MEDICAL & LAB SUPPLIES	$63.50
2250	FOOD	$20,578.36
2284	REQUESTED MAINTENANCE	$2,004.12
2301	AUTO MILEAGE EMPLOYEES	$835.46
2305	FREIGHT DRAYAGE EXPRESS	$240.00
2310	NON CNTY PROF SPCLZD SVCS	$3,586,911.67
2313	OUTSIDE ATTORNEY FEES	$113,851.90
2315	DATA PROCESSING SERVICE	$31,302.48
2320	OUTSIDE MEDICAL SERVICES	$66,416.85
2340	OTHER SPECIAL DPMTAL EXP	$750.00
2479	OTHER SPECIAL DPMTAL EXP	$5,255.88
Total		**$7,328,336.94**

1025 ESCOBAR STREET
MARTINEZ, CA 94553

CONTRA COSTA COUNTY

Staff Report

File #: 26-2389 **Agenda Date:** 6/9/2026 **Agenda #:** C.52.

To: Board of Supervisors

From: Thomas L. Geiger, County Counsel

Report Title: Conflict of Interest Code of the Mt. View Sanitary District

☒Recommendation of the County Administrator ☐ Recommendation of Board Committee

RECOMMENDATIONS:

APPROVE amendments to the list of designated positions in Appendix A of the Mt. View Sanitary District's Conflict of Interest Code.

FISCAL IMPACT:

None.

BACKGROUND:

The Mt. View Sanitary District has amended Appendix A to its conflict of interest code and submitted the revised Appendix A, attached as Exhibit A, to the Board for approval pursuant to Government Code sections 87306 and 87306.5.

The list of designated positions in Appendix A has been revised to add and delete positions designated to file conflict of interest statements. These changes will ensure that the Conflict of Interest Code for the Mt. View Sanitary District accurately reflects its current positions and organizational structure. The changes are shown on the attached red-line version of Appendix A included as Exhibit B.

CONSEQUENCE OF NEGATIVE ACTION:

None.

cc: Monica Nino, Clerk of the Board of Supervisors; Hannah M. Shafsky, Deputy County Counsel; Stephanie L. Seregin, Board Secretary, Mt. View Sanitary District

RECEIVED
MAY 20 2026
CLERK BOARD OF SUPERVISORS
CONTRA COSTA CO.

APPENDIX "A"
ORDINANCE NO. 2026 -150
MVSD CONFLICT OF INTEREST CODE

	POSITION	DISCLOSURE CATEGORY
(a)	Accounting and Financial Analyst	All categories
(b)	Associate/Senior Engineer	All categories
(c)	Board Secretary / Executive Assistant	All categories
(d)	Collections Maintenance Lead	Categories A, B, C & D
(e)	Consultant*	All categories
(f)	Director (includes President and Vice President)	All categories
(g)	District Assistant Legal Counsel	All categories
(h)	District Engineer	All categories
(i)	District Legal Counsel	All categories
(j)	General Manager	All categories
(k)	Grants and Contracts Administrator	All categories
(l)	Deputy General Manager	All categories
(m)	Laboratory Analyst	Categories A, B, C & D
(n)	Plant Supervisor	Categories A, B, C & D
(o)	Public Outreach and Administrative Supervisor	All categories
(p)	Wastewater Operations Manager / CPO	All categories

*The General Manager may determine in writing that a particular consultant, although a "designated position," is hired to perform a range of duties that are limited in scope and thus is not required to fully comply with the disclosure requirements described in this section. Such written determination shall include a description of the consultant's duties and, based upon that description, a statement of the extent of disclosure requirements. The General Manager's determination is a public record and shall be retained for public inspection in the same manner and location as this Conflict of Interest Code.

APPENDIX "A"
ORDINANCE NO. 20246 -150
MVSD CONFLICT OF INTEREST CODE

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MAY 20 2026
CLERK BOARD OF SUPERVISORS
CONTRA COSTA CO.

	POSITION	DISCLOSURE CATEGORY
(a)	Accounting and Financial Analyst	All categories
(b)	Associate/Senior Engineer	All categories
(c)	Board Secretary / Executive Assistant	All categories
(d)	~~CFO/Administrative Services Manager~~	~~All categories~~
(e)	Collections Maintenance Lead	Categories A, B, C & D
(f)	Consultant*	All categories
(g)	Director (includes President and Vice President)	All categories
(h)	District Assistant Legal Counsel	All categories
(i)	District Engineer	All categories
(j)	District Legal Counsel	All categories
(k)	General Manager	All categories
(l)	Grants and Contracts Administrator	All categories
~~(l)~~(m)	Deputy General Manager	All categories
~~(m)~~(n	Laboratory Analyst	Categories A, B, C & D
~~(n)~~(o)	Plant Supervisor	Categories A, B, C & D
~~(o)~~(p)	Public Outreach and Administrative ~~Services~~ Supervisor~~Coordinator~~	All categories
~~(p)~~(q)	Wastewater Operations Manager / CPO	All categories

*The General Manager may determine in writing that a particular consultant, although a "designated position," is hired to perform a range of duties that is limited in scope and thus is not required to fully comply with the disclosure requirements described in this section. Such written determination shall include a description of the consultant's duties and, based upon that description, a statement of the extent of disclosure requirements. The General Manager's determination is a public record and shall be retained for public inspection in the same manner and location as this Conflict of Interest Code.

1025 ESCOBAR STREET
MARTINEZ, CA 94553

CONTRA COSTA COUNTY

Staff Report

File #: 26-2390 **Agenda Date:** 6/9/2026 **Agenda #:** C.53.

To: Board of Supervisors

From: Diana Becton, District Attorney

Report Title: Contract Amendment with Contra Costa Family Justice Alliance for the Underserved and Unserved Survivors Support Program

☒Recommendation of the County Administrator ☐ Recommendation of Board Committee

RECOMMENDATIONS:
APPROVE and AUTHORIZE the District Attorney, or designee, to execute a contract amendment with Contra Costa Family Justice Alliance to extend the term through June 30, 2027, with no change to the payment limit of $275,000, to gather input from gun violence survivors to improve victim services and raise awareness for underserved gun violence victims and affected communities as funded by the Office of Justice Programs (OJP), Byrne Discretionary Community Project Grants Program.

FISCAL IMPACT:
No fiscal impact with the extension of the contract term. The original contract is funded 100% by the OPJ, Byrne Discretionary Community Project Grants Program from the U.S. Department of Justice. The contract amendment will extend the term with no change in payment limit.

BACKGROUND:
Contra Costa District Attorney's Office has received funds from the U.S. Department of Justice, Office of Justice Programs to provide an Underserved and Unserved Survivors Support Program (UUSSP). Under the UUSSP program, the District Attorney's Office needed to execute a contract with a Community Based Organization (CBO) to assist the District Attorney's Office in establishing a Gun Violence Victims Advisory Council, engaging in strategic collaboration with victim service providers, conducting targeted outreach and listening sessions within impacted communities, administering and analyzing survey data, and formally presenting findings to inform and enhance services for underserved victims of gun violence.

In March 2025, a Request for Proposals (RFP) #F-Contr-0000000011 was issued to identify a qualified CBO to provide the services described above. Following the procurement process, the Contra Costa Family Justice Alliance was selected for an initial contract period of August 1, 2025, through June 30, 2026. Due to previous delays in the initial procurement and contract development phase, the vendor was unable to complete all intended provisioned services within the original contract timeframe. The U.S. Department of Justice recently approved a one-year no-cost extension for the District Attorney's Office to continue the UUSSP through June 30, 2027. Accordingly, the District Attorney's Office will amend the contract with Contra Costa Family Justice Alliance to extend the performance period through June 30, 2027, with no change in the total contract amount.

CONSEQUENCE OF NEGATIVE ACTION:

If unapproved, the District Attorney's Office will be unable to continue to utilize the professional services provided by the Contra Costa Family Justice Alliance to fulfil the obligation under the Federal grant by gathering input from gun violence survivors to improve victim services and raising awareness for underserved gun violence victims and communities through the end of the revised grant performance period.

1025 ESCOBAR STREET
MARTINEZ, CA 94553

CONTRA COSTA COUNTY

Staff Report

File #: 26-2391 **Agenda Date:** 6/9/2026 **Agenda #:** C.54.

To: Board of Supervisors

From: Marla Stuart, Employment and Human Services Director

Report Title: TrackIT PO Renewal with BMC Helix, Inc.

☒Recommendation of the County Administrator ☐ Recommendation of Board Committee

RECOMMENDATIONS:

APPROVE and AUTHORIZE the Purchasing Agent, or designee, to execute on behalf of the Employment and Human Services Department, a purchase order and related agreement with BMC Helix, Inc., subject to BMC's terms and conditions, in an amount not to exceed $13,355 for the purchase of TrackIT, a management software system, for the period March 1, 2026, through February 28, 2029.

FISCAL IMPACT:

54% Federal, 38% State, 8% County General Fund; all of which is budgeted in FY25/26.

BACKGROUND:

On June 25, 2024, the Board approved Item C.57 authorizing the execution of a Purchase Order with BMC Helix, Inc. This action seeks to renew a Purchase Order with BMC Helix, Inc. for the purchase of TrackIT, a management software system.

The Employment and Human Services Department (EHSD), Personnel Unit Staff seeks to renew BMC TrackIT, which enables accessibility to a centralized platform for managing staff personnel requests. Its intuitive interface and automation capabilities enable Personnel to respond to requests promptly, reducing resolution times and improving overall service delivery. BMC's End User License Agreement includes a Limitation of Liability provision that limits its liability to the amount paid for the license. This vendor was selected per procurement requirements as outlined in Administrative Bulletin 600.3.

CHILDREN'S IMPACT STATEMENT:

This agreement/contract supports all five of the community outcomes established in the Children's Report Card: (1) "Children Ready for and Succeeding in School"; (2) "Children and Youth Healthy and Preparing for Productive Adulthood"; (3) "Families that are Economically Self-Sufficient"; (4) "Families that are Safe, Stable and Nurturing"; and (5) "Communities that are Safe and Provide a High Quality of Life for Children and Families," by supporting staff working directly with families and children.

CONSEQUENCE OF NEGATIVE ACTION:

The County will be restricted in the ability to track and provide prompt personnel services.

1025 ESCOBAR STREET
MARTINEZ, CA 94553

CONTRA COSTA COUNTY

Staff Report

File #: 26-2392 **Agenda Date:** 6/9/2026 **Agenda #:** C.55.

To: Board of Supervisors

From: Marla Stuart, Employment and Human Services Director

Report Title: Orantes, LLC dba Tiny Toes Preschool and Childcare Center

☒Recommendation of the County Administrator ☐ Recommendation of Board Committee

RECOMMENDATIONS:

APPROVE and AUTHORIZE the Employment and Human Services Director, or designee, to execute a contract renewal with Orantes, LLC, dba Tiny Toes Preschool and Childcare Center to provide Head Start, Early Head Start, State General Childcare, and State Preschool Program services in an amount not to exceed $1,360,002 for the period July 1, 2026, through June 30, 2028.

FISCAL IMPACT:

68% State, 32% Federal, of which $680,000.63 will be budgeted in FY 26-27, and $680,000.63 will be budgeted in FY 27-28.

BACKGROUND:

The Employment and Human Services Department (EHSD) is seeking to renew a contract with Orantes, LLC, dba Tiny Toes Preschool and Childcare Center (Tiny Toes) to provide early childhood education services for children aged zero to five.

On December 28, 2023, EHSD issued Request for Proposal (RFP) 1202 to identify Head Start Program Childcare Partners. Tiny Toes was selected through the bidder's process. On December 17, 2024, the Board approved item C.89, authorizing a contract with Tiny Toes for the period from September 1, 2024, to June 30, 2026, with a total payment limit of $1,038,468.

This contract provides a minimum of 8 to a maximum of 10 childcare program slots for children in the Early Head Start Program, and a minimum of 24 to a maximum of 29 childcare program slots for children in the Head Start Program. This contract also provides 1 childcare program slot for State General Childcare and Development Program and 13 childcare program slots for State Preschool Program.

On December 9, 2025, the Board of Supervisors approved consent item C.44, authorizing an amendment to this agreement in the amount of $1,077,108 for Fiscal Years 2024 to 2026.

This action seeks approval to renew the contract for the continued provision of Federal childcare and State

preschool program services.

CHILDREN'S IMPACT STATEMENT:

This contract supports three (3) of Contra Costa County's community outcomes of the Children's Report Card: (1) "Children Ready for and Succeeding in School"; (3) "Families that are Economically Self-Sufficient"; and (4) "Families that are Safe, Stable and Nurturing".

CONSEQUENCE OF NEGATIVE ACTION:

Should the proposed action not be approved by the Board of Supervisors, Contra Costa County will not be able to fund childcare slots for its community-based agency partner, Orantes, LLC, dba Tiny Toes Preschool and Childcare Center.

1025 ESCOBAR STREET
MARTINEZ, CA 94553

CONTRA COSTA COUNTY

Staff Report

File #: 26-2393 **Agenda Date:** 6/9/2026 **Agenda #:** C.56.

To: Board of Supervisors

From: Marla Stuart, Employment and Human Services Director

Report Title: Brain Learning Psychological Corporation - Renewal

☒Recommendation of the County Administrator ☐ Recommendation of Board Committee

RECOMMENDATIONS:

APPROVE and AUTHORIZE the Employment and Human Services Director, or designee, to execute a contract with Brain Learning Psychological Corporation in an amount not to exceed $585,000 to provide Learning Disability Evaluations for California Work Opportunity and Responsibility to Kids/Welfare-to-Work participants for the period July 1, 2026, through June 30, 2029.

FISCAL IMPACT:

100% Federal (CalWORKs Mental Health and Substance Abuse Program), of which $195,000 will be budgeted in FY 26-27, $195,000 to be budgeted in FY 27-28, and $195,000 to be budgeted in FY 28-29.

BACKGROUND:

The Employment and Human Services Department engaged in solicitation and processed Request for Interest 771, Learning Disability Evaluations for California Work Opportunity and Responsibility to Kids (CalWORKs)/Welfare-to-Work (WTW) Participants. Brain Learning Psychological Corporation was the sole respondent and was awarded the Contract. On June 4, 2024, the Board approved Item C.41 to execute a Contract with Brain Learning Psychological Corporation for the term April 1, 2024, through June 30, 2026. This action seeks a contract renewal for the term July 1, 2026, through June 30. 2029.

The purpose of the learning disability evaluation in the CalWORKs program is to determine whether an individual has the ability to participate in WTW activities and provide options/referrals to social services that will improve the participants' chances of becoming financially self-sufficient.

CONSEQUENCE OF NEGATIVE ACTION:

The County will not be able to comply with the CalWORKs program learning disabilities regulations and with Americans with Disabilities Act (ADA) protections for individuals with disabilities similar to protections provided on the basis of race, color, sex, national origin, age, and religion.

CHILDREN'S IMPACT STATEMENT:

This contract supports the fourth of the Contra Costa County's community outcomes of the Children's Report Card: (4) "Families that are Safe, Stable and Nurturing".

1025 ESCOBAR STREET
MARTINEZ, CA 94553

CONTRA COSTA COUNTY

Staff Report

File #: 26-2394 **Agenda Date:** 6/9/2026 **Agenda #:** C.57.

To: Board of Supervisors

From: Marla Stuart, Employment and Human Services Director

Report Title: Interagency Agreement with Contra Costa County Office of Education for Workforce Development Youth Services

☒Recommendation of the County Administrator ☐ Recommendation of Board Committee

RECOMMENDATIONS:

APPROVE and AUTHORIZE the Employment and Human Services Director, or designee, to execute an interagency agreement with Contra Costa County Office of Education in an amount not to exceed $960,336 to provide Workforce Innovation and Opportunity Act year-round youth workforce development services in East and West Contra Costa County for the period July 1, 2026, through June 30, 2027.

FISCAL IMPACT:

100% Federally funded by Workforce Innovation and Opportunity Act Youth, of which 100% will be budgeted in FY 2026-27.

BACKGROUND:

This interagency agreement was awarded through a Request for Proposal for the provision of comprehensive Workforce Innovation and Opportunity Act (WIOA) youth development services to eligible youth ages 16-24 in Contra Costa County. This is the first renewal.

WIOA defines the nation's job training systems and provides guidance for local workforce development systems designed to increase employment, retention and earnings of participants, and to increase occupational skill attainment by participants. The goals of these efforts are to improve the quality of the workforce, reduce welfare dependency, and enhance productivity and competitiveness of the nation's workforce.

Contractor will provide eligible in-school and out-of-school youth a broad range of coordinated services. This includes assistance in academic and occupational learning; development of leadership skills; preparation for further education, additional training and eventual employment.

CHILDREN'S IMPACT STATEMENT:

The services provided under this agreement support all five of Contra Costa County's community outcomes of the "Children's Report Card": (1) "Children Ready for and Succeeding in School"; (2) "Children Youth Healthy

and Preparing for Productive Adulthood"; (3) "Families that are Economically Self-Sufficient"; (4) "Families that are Safe, Stable, and Nurturing"; and (5) "Communities that are Safe and Provide a High Quality of Life for Children and Families."

CONSEQUENCE OF NEGATIVE ACTION:

Without this agreement, in-school and out-of-school youth in East and West Contra Costa County will not receive assistance in overcoming barriers to employment, job readiness, educational programs and career building.

1025 ESCOBAR STREET
MARTINEZ, CA 94553

CONTRA COSTA COUNTY

Staff Report

File #: 26-2395 **Agenda Date:** 6/9/2026 **Agenda #:** C.58.

To: Board of Supervisors

From: Marla Stuart, Employment and Human Services Director

Report Title: Mt. Diablo Adult Education Agreement for Employability Skills Training and Individual Education Planning

☒Recommendation of the County Administrator ☐ Recommendation of Board Committee

RECOMMENDATIONS:

APPROVE and AUTHORIZE the Employment and Human Services Director, or designee, to execute an interagency agreement with Mt. Diablo Adult Education in an amount not to exceed $360,000 to provide employability skills training and individual education plan for California Work Opportunity and Responsibility to Kids Welfare-to-Work participants for the period July 1, 2026, through June 30, 2029.

FISCAL IMPACT:

100% Federal (California Work Opportunity and Responsibility to Kids) Funds; $120,000 of which will be budgeted for FY 26-27; $120,000 will be budgeted in FY 27-28; and $120,000 will be budgeted in FY 28-29.

BACKGROUND:

On April 9, 2024, the Board approved Item C.44 authorizing the execution of Interagency Agreement with Mount Diablo Unified School District (MDUSD). Previous Interagency Agreements with MDUSD did not require Board Approval. This action seeks to renew Interagency Agreement with MDUSD.

Employment and Human Services Department provides countywide employment skills training and individual education planning for Welfare-to-Work (WTW) participants through the Finding Opportunities Careers for Ultimate Self-Sufficiency and Career Connections Programs. These services are currently administered by Mt. Diablo Adult Education as an integral part of the California Work Opportunity and Responsibility to Kids (CalWORKs) WTW Program. These courses are designed to provide assistance to families with the final goal of obtaining employment and becoming self-sufficient.

This Agency was selected per procurement requirements outlined in Administrative Bulletin 600.3.

CHILDREN'S IMPACT STATEMENT:

This contract supports three community outcomes established in the Children's Report Card: "Families that are

Economically Self Sufficient", "Families that are Safe, Stable and Nurturing" and "Communities that are Safe and Provide a High Quality of Life for Children and Families."

CONSEQUENCE OF NEGATIVE ACTION:

Contra Costa County will not be able to continue to provide these services to CalWORKs Welfare-to-Work participants thereby adversely impacting our Welfare-to-Work population.

1025 ESCOBAR STREET
MARTINEZ, CA 94553

CONTRA COSTA COUNTY

Staff Report

File #: 26-2396 **Agenda Date:** 6/9/2026 **Agenda #:** C.59.

To: Board of Supervisors

From: Marla Stuart, Employment and Human Services Director

Report Title: San Francisco State University Social Work Internship Renewal

☒Recommendation of the County Administrator ☐ Recommendation of Board Committee

RECOMMENDATIONS:

APPROVE and AUTHORIZE the Employment and Human Services Director, or designee, to execute a non-financial Memorandum of Affiliation with the Trustees of the California State University on behalf of San Francisco State University for student internship placement(s) for social work field experience for the period August 1, 2026, through July 31, 2029.

FISCAL IMPACT:

This is a non-financial agreement.

BACKGROUND:

San Francisco State University (SFSU) provides nursing, health services, paraprofessional training, and degree programs in the field of Social Work and desires its students to obtain practical experience at agency facilities to acquire professional field experience. Employment and Human Services (EHSD) would like to continue to participate in SFSU's student internship placement program in the field of Social Work. With Board of Supervisor's approval of this renewal, EHSD can continue to provide students with practical experience in their chosen field of Social Work and contribute to the learning experience.

This Memorandum of Affiliation (MOA) contains mutual indemnification and insurance language which requires SFSU to carry commercial and professional liability insurance.

This is a renewal agreement; the previous MOA with SFSU for these services were approved by the Board of Supervisors on May 23, 2023 (C.38), for the period August 1, 2023, through July 31, 2026, and on September 17, 2019 (C.27), for the period August 1, 2019, through July 31, 2023.

CONSEQUENCE OF NEGATIVE ACTION:

Should the proposed action not be approved by the Board of Supervisors, EHSD will not be able to help develop, provide field experience, and promote County employment to future County Social Workers.

CHILDREN'S IMPACT STATEMENT:

This agreement supports one of the five of Contra Costa County's community outcomes of the Children's Report Card: (5) "Communities that are Safe and Provide a High Quality of Life for Children and Families" by supporting the higher education of prospective Social Workers that can contribute social work in the community.

1025 ESCOBAR STREET
MARTINEZ, CA 94553

CONTRA COSTA COUNTY

Staff Report

File #: 26-2397 **Agenda Date:** 6/9/2026 **Agenda #:** C.60.

To: Board of Supervisors

From: Marla Stuart, Employment and Human Services Director

Report Title: Lutheran Social Services of Northern California Amendment

☒Recommendation of the County Administrator ☐ Recommendation of Board Committee

RECOMMENDATIONS:

APPROVE and AUTHORIZE the Employment and Human Services Director, or designee, to execute a contract amendment with Lutheran Social Services of Northern California, to increase the payment limit by $336,000 to a new payment limit not to exceed $516,000 and extend the term through June 30, 2027, to provide additional transitional housing capacity and corresponding supportive services to eligible emancipated transitional aged former foster youth.

FISCAL IMPACT:

100% State; of which 51% is budgeted in FY 25-26, and 49% will be budgeted in FY 26-27.

BACKGROUND:

Contra Costa County (CCC) Employment and Human Services (EHSD), Children and Family Services (CFS) is facing a housing shortage for transitional aged former foster youth. This contract amendment with Lutheran Social Services of Northern California supports increased housing capacity and corresponding supportive services for former foster youth that have exited the foster care system ages 18 to 24 inclusive Transitional Age Youth (TAY) in alignment with Transitional Housing Program-Plus (THP+) requirements as defined by the California Department of Social Services.

The approval of this amendment with Lutheran Social Services of Northern California will increase THP+ housing capacity within Contractor's THP+ program from an average of five (5) TAY to seven (7) TAY.

The Board of Supervisors previously approved a contract for these services on April 24, 2023 (C.48), for FY 2023/2025. The current contract with Lutheran Social Services of Northern California was secured as a Single Source vendor in alignment with County procurement requirements outlined in Administrative Bulletin 600.3.

CONSEQUENCE OF NEGATIVE ACTION:

Should the proposed action not be approved by the Board of Supervisors, the County will not be able to meet the housing and supportive service needs for youth transitioning from foster care to independent living, thereby

creating housing insecurities.

CHILDREN'S IMPACT STATEMENT:

The services provided under this contract support all five of Contra Costa County's community outcomes: (1) "Children Ready for and Succeeding in School"; (2) "Children and Youth Healthy and Preparing for Productive Adulthood"; (3) "Families that are Economically Self-Sufficient"; (4) "Families that are Safe, Stable and Nurturing"; and (5)"Communities that are Safe and Provide a High Quality of Life for Children and Families" by providing safe housing and supportive services to assist youth while transitioning from foster care to independent living.

File #: 26-2398 **Agenda Date:** 6/9/2026 **Agenda #:** C.61.

To: Board of Supervisors

From: Marla Stuart, Employment and Human Services Director

Report Title: Interagency Agreement for Contra Costa County's Comprehensive Prevention Plan: Basic Needs and Concrete Supports and Fatherhood Engagement at East County First 5 Centers

☒Recommendation of the County Administrator ☐ Recommendation of Board Committee

RECOMMENDATIONS:

APPROVE and AUTHORIZE the Employment and Human Services Director, or designee, to execute an agreement with First 5 Contra Costa, in an amount not to exceed $599,955, to administer Basic Needs and Concrete Supports and Fatherhood Engagement services at First 5 Family Resource Centers located in East Contra Costa County for the period July 1, 2026, through June 30, 2028.

FISCAL IMPACT:

100% State; 50% of which will be budgeted in FY 26-27 and 50% of which will be budgeted in FY 27-28.

BACKGROUND:

In February 2018, the Bipartisan Budget Act which included the Family First Prevention Services Act (FFPSA) was signed into law. An objective of FFPSA is to amend the Title IV-E foster care program to enhance support services to families to prevent entry to foster care. In July 2021, California's Family First Prevention Services (FFPS) program was established to support the development and implementation of Title IV-E prevention services, and to address rates of recidivism and disproportionality in child welfare and juvenile probation. Contra Costa County Children and Family Services (CFS) and Probation opted into the FFPS program as co-leads and partnered with community representatives to develop a Comprehensive Prevention Plan (CPP). The vision of the CPP is that all children and families in Contra Costa County are supported by services and systems that are accessible, have an equitable approach, include culturally and linguistically responsive services, and celebrate all aspects of diversity. Contra Costa County's CPP was approved by the California Department of Social Services in July 2023, and on August 8, 2023, the Employment and Human Services CFS Bureau presented the plan to the Board of Supervisors. The CFS Bureau is piloting the CPP program in East County.

A primary strategy of the Contra Costa CPP is to expand services and increase access to basic needs in East Contra Costa County. Three of the five First 5 Centers are located in East County and provide fatherhood

engagement/outreach services and concrete supports that can be expanded through this contract. Through this contract, First 5 Family Resource Centers in the East Contra Costa region will increase the accessibility and availability of basic needs and concrete supports and fatherhood engagement programming, furthering the county's prevention efforts. This vendor was selected per procurement requirements outlined in Administrative Bulletin 600.3.

CONSEQUENCE OF NEGATIVE ACTION:

Should the proposed action not be approved by the Board of Supervisors, the County will not be able to continue to implement and provide services in accordance with Contra Costa County's Comprehensive Prevention Plan which will strengthen the community and decrease the risk of children and their families entering the child welfare and juvenile justice systems.

CHILDREN'S IMPACT STATEMENT:

This contract supports all five of Contra Costa County's community outcomes of the Children's Report Card: (1) "Children Ready for and Succeeding in School"; (2) "Children and Youth Healthy and Preparing for Productive Adulthood"; (3) "Families that are Economically Self-Sufficient"; (4) "Families that are Safe, Stable and Nurturing"; and (5) "Communities that are Safe and Provide a High Quality of Life for Children and Families."

1025 ESCOBAR STREET
MARTINEZ, CA 94553

CONTRA COSTA COUNTY

Staff Report

File #: 26-2399 **Agenda Date:** 6/9/2026 **Agenda #:** C.62.

To: Board of Supervisors

From: Marla Stuart, Employment and Human Services Director

Report Title: Community Violence Solutions Amendment

☒Recommendation of the County Administrator ☐ Recommendation of Board Committee

RECOMMENDATIONS:

APPROVE and AUTHORIZE the Employment and Human Services Director, or designee, to execute a contract amendment with Community Violence Solutions with no change to the payment limit of $560,130 to provide prevention and intervention services for survivors of interpersonal violence in Contra Costa County, with no change to the term July 15, 2025 through June 30, 2027.

FISCAL IMPACT:

100% County; of which 50% is budgeted in FY 25-26 and 50% will be budgeted in FY 26-27.

BACKGROUND:

The Employment and Human Services Department engaged in an RFP solicitation for FY 24-25 and selected Community Violence Solutions (CVS) to provide comprehensive interpersonal violence prevention and intervention services for survivors of sexual assault and human trafficking in Contra Costa County. CVS provides 24/7 crisis support as well as advocacy services for such survivors. CVS also provides healthy relationship workshops to students/adults in Contra Costa County to prevent and interrupt the cycle of dating violence and interpersonal violence.

On July 8, 2025, the Board of Supervisors approved Consent Item C.36. authorizing executing a contract with CVS for the term July 1, 2025, through June 30, 2027, for an amount not to exceed $560,130. This amendment seeks to adjust the amount of student and parent/guardian violence prevention workshops to meet the increased demand. There is no change to the payment limit or contract term.

CONSEQUENCE OF NEGATIVE ACTION:

Should the proposed action not be approved by the Board of Supervisors, the County will not be able to provide continued crisis support or advocacy services to survivors of interpersonal violence.

CHILDREN'S IMPACT STATEMENT:

This contract supports all five of the community outcomes established in the Children's Report Card: (1) "Children Ready for and Succeeding in School"; (2) "Children and Youth Healthy and Preparing for Productive Adulthood"; (3)"Families that are Economically Self-Sufficient"; (4) "Families that are Safe, Stable and Nurturing"; and (5) "Communities that are Safe and Provide a High Quality of Life for Children and Families," by supporting staff working directly with families and children.

1025 ESCOBAR STREET
MARTINEZ, CA 94553

CONTRA COSTA COUNTY

Staff Report

File #: 26-2400 **Agenda Date:** 6/9/2026 **Agenda #:** C.63.

To: Board of Supervisors

From: Marla Stuart, Employment and Human Services Director

Report Title: Approve Interagency Agreement Renewal with Mount Diablo Unified School District for Workforce Development Youth Services

☒Recommendation of the County Administrator ☐ Recommendation of Board Committee

RECOMMENDATIONS:

APPROVE and AUTHORIZE the Employment and Human Services Director, or designee, to execute an interagency agreement renewal with Mount Diablo Unified School District in an amount not to exceed $565,858 to provide Workforce Innovation and Opportunity Act year-round youth workforce development services in Central Contra Costa County for the period July 1, 2026, through June 30, 2027.

FISCAL IMPACT:

100% Federally funded by Workforce Innovation and Opportunity Act Youth, all of which is budgeted in FY 2026-27.

BACKGROUND:

This interagency agreement was awarded through Request for Proposal #1218 for the provision of comprehensive Workforce Innovation and Opportunity Act (WIOA) youth development services to eligible youth ages 16-24 in Contra Costa County. This is the first renewal.

WIOA defines the nation's job training systems and provides guidance for local workforce development systems designed to increase employment, retention and earnings of participants, and to increase occupational skill attainment by participants. The goals of these efforts are to improve the quality of the workforce, reduce welfare dependency, and enhance productivity and competitiveness of the nation's workforce.

Contractor will provide eligible in-school and out-of-school youth a broad range of coordinated services. This includes assistance in academic and occupational learning; development of leadership skills; preparation for further education, additional training and eventual employment.

CONSEQUENCE OF NEGATIVE ACTION:

Without this agreement, in-school and out-of-school youth in Central Contra Costa County will not receive assistance in overcoming barriers to employment, job readiness, educational programs and career building.

CHILDREN'S IMPACT STATEMENT:

The services provided under this agreement support all five of Contra Costa County's community outcomes of the Children's Report Card: (1) Children Ready for and Succeeding in School; (2) Children Youth Healthy and Preparing for Productive Adulthood; (3) Families that are Economically Self-Sufficient; (4) Families that are Safe, Stable, and Nurturing; and (5) Communities that are Safe and Provide a High Quality of Life for Children and Families.

1025 ESCOBAR STREET
MARTINEZ, CA 94553

CONTRA COSTA COUNTY

Staff Report

File #: 26-2401 **Agenda Date:** 6/9/2026 **Agenda #:** C.64.

To: Board of Supervisors

From: Marla Stuart, Employment and Human Services Director

Report Title: Acceptance of 2026-2027 Area Agency on Aging Area Plan Update

☒Recommendation of the County Administrator ☐ Recommendation of Board Committee

RECOMMENDATIONS:

APPROVE and AUTHORIZE the submission of the Contra Costa County Area Agency on Aging 2026-2027 Area Plan Update on Aging for services under the Older Americans Act and other State funded programs to the California Department of Aging and AUTHORIZE Diane Burgis, Board of Supervisors Chair, to sign the Letter of Transmittal.

FISCAL IMPACT:

There is no fiscal impact.

BACKGROUND:

The Area Agency on Aging (AAA), a division of the Employment and Human Services Department of the Aging & Adult Services Bureau, is responsible for providing services to older adults, persons with disabilities, and family caregivers through the Older Americans Act (OAA) and other funding sources administered by the California Department of Aging (CDA). As mandated by the OAA, every four years, the AAA is required to conduct an assessment of needs of its client population and submit a four-year plan outlining its strategies to address these needs. The AAA's 2024-2028 Area Plan was approved by the Board on June 25, 2024, item C.95. Per CDA, AAA's must submit annual updates to the plan in the subsequent three years.

The 2026-2027 plan was presented to the public via a Public Hearing and approved by the Advisory Council on Aging March 18, 2026. The Letter of Transmittal was signed by the Chair of the Advisory Council on Aging. Signature by the Chair of the Board is now requested.

CHILDREN'S IMPACT STATEMENT:

This action supports the fourth of Contra Costa County's community outcomes of the Children's Report Card, "Families that are Safe, Stable and Nurturing."

CONSEQUENCE OF NEGATIVE ACTION:

Should the proposed action not be approved by the Board of Supervisors, the AAA will not be in compliance with CDA requirements.

1025 ESCOBAR STREET
MARTINEZ, CA 94553

CONTRA COSTA COUNTY

Staff Report

File #: 26-2402 **Agenda Date:** 6/23/2026 **Agenda #:** C.65.

To: Board of Supervisors

From: Marla Stuart, Employment and Human Services Director

Report Title: Remarkable Marriage and Family Institute Amendment

☒Recommendation of the County Administrator ☐ Recommendation of Board Committee

RECOMMENDATIONS:

APPROVE and AUTHORIZE the Employment and Human Services Director, or designee, to execute a contract amendment with Remarkable Marriage and Family Institute, to increase the payment limit by $120,000 to a new payment limit not to exceed $296,995 for additional capacity to support court mandated mental health services for Children and Family Services clients, with no change to the term October 1, 2023, through September 30, 2026.

FISCAL IMPACT:

70% State (2011 State Realignment), 30% County General Fund, all of which is budgeted in FY 25-26.

BACKGROUND:

Remarkable Marriage and Family Institute (Remarkable) provides court-mandated mental health services to child welfare involved families referred by the Employment and Human Services Department (EHSD), Children and Family Services (CFS) Bureau. EHSD CFS leverages the Contra Costa Health (CCH) Mental Health Provider List to identify vendors to provide mental health services to CFS dependent youth and families. Remarkable is a contractor with CCH and provides services consistent with the County's Mental Health Plan requirements.

The approval of this amendment will increase capacity for mental health services due to increased service utilization.

The current contract was secured as a Sole Source vendor in alignment with County procurement requirements outlined in Administrative Bulletin 600.3.

CONSEQUENCE OF NEGATIVE ACTION:

The County will not be able to meet mental health services for CFS referred Clients and will be out of compliance with court mandates.

CHILDREN'S IMPACT STATEMENT:

This Contract supports four of Contra Costa County's community outcomes of the Children's Report Card: (1) "Children Ready for and Succeeding in School"; (2) "Children and Youth Healthy and Preparing for Productive Adulthood"; (4) "Families that are Safe, Stable and Nurturing"; and (5) "Communities that are Safe and Provide a High Quality of Life for Children and Families".

1025 ESCOBAR STREET
MARTINEZ, CA 94553

CONTRA COSTA COUNTY

Staff Report

File #: 26-2403 **Agenda Date:** 6/23/2026 **Agenda #:** C.66.

To: Board of Supervisors

From: Marla Stuart, Employment and Human Services Director

Report Title: KinderCare Learning Centers LLC

☒Recommendation of the County Administrator ☐ Recommendation of Board Committee

RECOMMENDATIONS:

APPROVE and AUTHORIZE the Employment and Human Services Director, or designee, to execute a contract renewal with KinderCare Learning Centers LLC to provide Head Start, Early Head Start, State General Childcare, and State preschool program services in an amount not to exceed $5,354,605, for the period July 1, 2026, through June 30, 2028.

FISCAL IMPACT:

$5,354,604.26: 58% State, 42% Federal, of which $2,677,302.13 is budgeted in FY 26-27, and $2,677,302.13 is budgeted in FY 27-28.

BACKGROUND:

On December 28, 2023, the Employment and Human Services Department issued Request for Proposal 1202 to identify Head Start Program Childcare Partners. KinderCare Learning Centers LLC was selected through the bidder's process. On December 17, 2024, the Board approved item C.85, authorizing a contract with KinderCare Learning Centers, LLC for the period from September 1, 2024, to June 30, 2026, with a total payment limit of $4,795,571.

This Contract provides a minimum of 74 to a maximum of 89 childcare program slots for children in the Early Head Start Program, and a minimum of 68 to a maximum of 82 childcare program slots for children in the Head Start Program. Additionally, the Contractor also provides 24 childcare program slots for State General Childcare and Development Program, and 16 childcare program slots for State Preschool Program. This vendor was selected per procurement requirements outlined in Administrative Bulletin 600.3.

On November 18, 2025, the Board of Supervisors approved consent item C.34, authorizing an amendment to this agreement in the amount of $4,905,971 for Fiscal Years 2024 to 2026.

This action seeks approval to renew the contract for the continued provision of Federal childcare and State preschool program services.

CONSEQUENCE OF NEGATIVE ACTION:

Should the proposed action not be approved by the Board of Supervisors, County's ability to fund childcare slots for its community-based agency partner, KinderCare Learning Centers LLC, will be significantly limited.

CHILDREN'S IMPACT STATEMENT:

This Contract supports three of Contra Costa County's community outcomes of the Children's Report Card: (1) "Children Ready for and Succeeding in School"; (3) "Families that are Economically Self-Sufficient"; and (4) "Families that are Safe, Stable and Nurturing".

1025 ESCOBAR STREET
MARTINEZ, CA 94553

CONTRA COSTA COUNTY

Staff Report

File #: 26-2404 **Agenda Date:** 6/9/2026 **Agenda #:** C.67.

To: Board of Supervisors

From: Marla Stuart, Employment and Human Services Director

Report Title: Aspiranet

☒Recommendation of the County Administrator ☐ Recommendation of Board Committee

RECOMMENDATIONS:

APPROVE and AUTHORIZE the Employment and Human Services Director, or designee, to execute a contract with Aspiranet, a non-profit corporation, in an amount not to exceed $3,189,517, to provide emergency shelter receiving center services for children taken into protective custody or transitioning through foster placements for the period July 1, 2026, through June 30, 2027.

FISCAL IMPACT:

70% 2011 State Realignment, 30% County General Funds, all of which will be budgeted in FY 26-27.

BACKGROUND:

Recent contracts and amendments for these services with Aspiranet were previously approved by the Board of Supervisors on July 8, 2025 (C.37, 25-2662), for FY 25/26; June 25, 2024 (C.75, 24-1861), for FY 23/25 (amendment); May 16, 2023 (C.40), for FY 23/24; June 21, 2022 (C.89), for FY 22/23; and on June 22, 2021 (C.96), for FY 21/22. This action is to execute a contract renewal with Aspiranet. This is a sole sourced contract.

The Receiving Centers serve as the hub of the Employment and Human Services Department (EHSD), Children and Family Services emergency shelter system. Aspiranet provides temporary care at the Receiving Centers to children who have been taken into protective custody and children and youth who are transitioning into resource family (foster) placements. The Receiving Centers offer a homelike setting and are designed to promote stability in placement, focus on the needs of the individual child, minimize move, and support permanence at the early stages of EHSD intervention.

CONSEQUENCE OF NEGATIVE ACTION:

County will not have emergency temporary shelter locations with sufficient, qualified staffing nor availability to temporarily care for children taken into protective custody.

CHILDREN'S IMPACT STATEMENT:

This contract supports all five community outcomes established in the Children's Report Card: 1) "Children Ready for and Succeeding in School"; 2) "Children and Youth Healthy and Preparing for Productive Adulthood"; 3) "Families that are Economically Self Sufficient"; 4) Families that are Safe, Stable and Nurturing"; and 5) "Communities that are Safe and Provide a High Quality of Life for Children and Families," by providing a temporary homelike environment for children entering and within the child welfare system.

1025 ESCOBAR STREET
MARTINEZ, CA 94553

CONTRA COSTA COUNTY

Staff Report

File #: 26-2405 **Agenda Date:** 6/23/2026 **Agenda #:** C.68.

To: Board of Supervisors

From: Marla Stuart, Employment and Human Services Director

Report Title: CocoKids, Inc.

☒Recommendation of the County Administrator ☐ Recommendation of Board Committee

RECOMMENDATIONS:

APPROVE and AUTHORIZE the Employment and Human Services Director, or designee, to execute a contract with CocoKids, Inc., in an amount not to exceed $1,471,943 to provide the Emergency Child Care Bridge Program Services for Foster Children for the period July 1, 2026, through June 30, 2027.

FISCAL IMPACT:

85% State capped Allocation, 15% Federal Title IV-E, which is budgeted in FY 26-27.

BACKGROUND:

The Board of Supervisors approved recent prior contracts and amendments for Bridge Program services with CocoKids, Inc. On November 18, 2025 (25-4829), for FY 25/26 (amendment); June 24, 2025 (25-2537), for FY 25/26; May 14, 2024 (24-1340), for FY 24/25; June 27, 2023 (C.73), for FY 22/24 (amendment); January 10, 2023 (C.50), for FY 22/24 (amendment); and May 24, 2022 (C.41), for FY 22/24. This action seeks a Contract renewal for the term July 1, 2026, to June 30, 2027, to provide Bridge Program services.

On July 23, 2025, in alignment with County policy outlined in Administrative Bulletin 104.1, Contra Costa County Employment and Human Services Children and Family Services opted once again into the California Department of Social Services Emergency Child Care Bridge (Bridge) Program for an indefinite period of time until such time the County chooses to opt out. The Bridge Program provides subsidized childcare and associated services for Contra Costa County resource families, caregivers and the dependent foster youth in their care.

The Contractor is the designated Child Care Resource and Referral Agency that provides Bridge Program services in Contra Costa County which includes a 12-month payment (or voucher) for childcare, childcare navigator assistance, as well as trauma-informed care training and coaching to childcare providers who care for children in foster care.

CONSEQUENCE OF NEGATIVE ACTION:

The County may face an increased number of foster youth unable to be placed with eligible families due to lack of access to subsidized childcare and corresponding State/Federal funding will be lost.

CHILDREN'S IMPACT STATEMENT:

This Contract supports all five of the community outcomes established in the Children's Report Card: 1) "Children Ready for and Succeeding in School"; 2) "Children and Youth Healthy and Preparing for Productive Adulthood"; 3) "Families that are Economically Self Sufficient"; 4) "Families that are Safe, Stable and Nurturing"; and 5) "Communities that are Safe and Provide a High Quality of Life for Children and Families" by supporting families that provide safe housing and supports for youth in foster care.

1025 ESCOBAR STREET
MARTINEZ, CA 94553

CONTRA COSTA COUNTY

Staff Report

File #: 26-2451 **Agenda Date:** 6/9/2026 **Agenda #:** C.69.

To: Board of Supervisors

From: Dr. Grant Colfax, Health Services Director

Report Title: Grant Agreement #29-549-10 from John Muir Health

☒Recommendation of the County Administrator ☐ Recommendation of Board Committee

RECOMMENDATIONS:
APPROVE and AUTHORIZE the Health Services Director, or designee, to execute on behalf of the County Grant Agreement #29-549-10 with John Muir Health, a California non-profit corporation, to pay the County an amount not to exceed $150,000 to provide respite care services for homeless adults at the Philip Dorn Respite Center for the period from January 1, 2026 through December 31, 2028.

FISCAL IMPACT:
Approval of this Agreement will allow the County to receive an amount not to exceed $150,000 over a 3-year period from John Muir Health to support the Philip Dorn Respite Center through December 31, 2028. No County match required.

BACKGROUND:
The Philip Dorn Respite Center, as a Community Benefit Program, located in Concord, is a respite care program for homeless adults who are discharging from local hospitals and require medical stabilization services. Respite care refers to recuperative services for those homeless persons who may not meet medical criteria for hospitalization, but who are too sick or medically vulnerable to reside in an emergency shelter and cannot be returned to the streets. The goal of the program is to get all homeless persons off the street and help them to achieve their highest level of self-sufficiency. County has been receiving funds from John Muir Health for this program since June 2016.

On January 10, 2023, the Board of Supervisors approved Grant Agreement #29-549-9 with John Muir Health to receive funds in an amount not to exceed $150,000 for the Philip Dorn Respite Center to provide respite care services for homeless adults for the period January 1, 2023 through December 31, 2025.

Approval of Grant Agreement #29-549-10 will allow the County to continue to receive funds to support the Philip Dorn Respite Center through December 31, 2028. This Agreement includes a provision requiring County to indemnify, defend and hold harmless John Muir Health for any claims arising out of the County's performance under the Agreement. This Agreement is late due to County receiving the agreement from John Muir Health on January 5, 2026 and the division reorganizing staff responsibilities causing a delay in processing the agreement.

CONSEQUENCE OF NEGATIVE ACTION:

If this agreement is not approved the County will not receive funding to provide respite care services at the Philip Dorn Respite Center.

1025 ESCOBAR STREET
MARTINEZ, CA 94553

CONTRA COSTA COUNTY

Staff Report

File #: 26-2452 **Agenda Date:** 6/9/2026 **Agenda #:** C.70.

To: Board of Supervisors

From: Dr. Grant Colfax, Health Services Director

Report Title: Contract Amendment #23-796-1 with The College of American Pathologists

☒Recommendation of the County Administrator ☐ Recommendation of Board Committee

RECOMMENDATIONS:
APPROVE and AUTHORIZE the Health Services Director, or designee, to execute on behalf of the County Contract Amendment #23-796-1 with The College of American Pathologists, a corporation, effective June 9, 2026, to amend Contract #23-796, to increase the payment limit by $520, from $6,480, to a new payment limit of $7,000, with no change in the original term ending May 31, 2028, and extend the contract term for successive (1) year periods until terminated, for additional access to its cancer treatment protocol database for the Clinical Laboratory at the Contra Costa Regional Medical Center (CCRMC).

FISCAL IMPACT:
Approval of this Contract Amendment will result in additional expenditures of up to $520 over a two-year period and will be funded 100% by Hospital Enterprise Fund I revenues. (Rate increase).

BACKGROUND:
This Contract Amendment meets the needs of the County by providing a cancer checklist for patient reporting. CCRMC's Clinical Laboratory will utilize The College of American Pathologists' electronic Cancer Checklists (CAP eCC) for electronic copyrighted work within the Epic Beaker Anatomic Pathology System to provide vital information to the treating oncologist/surgeon and allow the Pathologists to use structured reports in a standardized XML format that enables the collection of cancer data elements essential for patient care including tumor staging data used with permission of the American Joint Committee on Cancer (AJCC) and selection of treatment protocols. The CAP Cancer Protocols provide guidelines for collecting the essential data elements for complete reporting of malignant tumors and optimal patient care. These protocols incorporate the latest standards to help pathologists and laboratories keep abreast of the advances and updates in cancer reporting, including The World Health Organization Classification of Tumors (Blue Books) and The American Joint Committee on Cancer Staging Manual. The importance is that some content contained within the CAP eCC is assigned an appropriate systematically organized computer-processable collection of medical terms (SNOMED CT) concept ID that provides definitions used in reporting and used to describe specific procedures, specimens, and morphologic abnormalities, while other content is still in the process of being assigned; not all concepts are eligible for encoding.

A summary of service contract deliverables, including measurable outcomes required of the Contractor to be monitored by the department in compliance with Section III (B)(7) of the Purchasing Policy include CCRMC's access to CAP eCC within the Epic Beaker Anatomic Pathology System. This Contract Amendment was

approved by Health Services Personnel to ensure there is no conflict with labor relations.

On April 24, 2023, the Board of Supervisors approved End User Integrated Product License Agreement (County Contract #23-796) with The College of American Pathologists in an amount not to exceed $6,480, for a cancer treatment protocol database for the period from June 1, 2023, through May 31, 2028. This was the initial contract with the contractor and includes a provision for exclusive jurisdiction with resolution only in the US Federal Courts in the Southern District of New York, or New York State Courts located in New York, New York. The contract obligates the County to indemnify the vendor for any claims arising out of County's use of the product in a manner inconsistent with the agreement. The contract limits the vendor's liability to the amount paid by County in the twelve months preceding any claim.

Approval of this Contract Amendment will increase the Contract payment limit and clarify that the term of the agreement shall automatically renew for successive one-year renewal term(s) until terminated by the terms of the Contract, approving funding for Contractor to continue to provide its cancer treatment protocol database to CCRMC through May 1, 2028.

CONSEQUENCE OF NEGATIVE ACTION:
If this Contract Amendment is not approved, the payment limit will not be increased, and the Contractor may suspend services; per Section 11.2 (Termination of Cause) of the agreement, thus resulting in a negative effect on patient care and outcomes.

1025 ESCOBAR STREET
MARTINEZ, CA 94553

CONTRA COSTA COUNTY

Staff Report

File #: 26-2453 **Agenda Date:** 6/9/2026 **Agenda #:** C.71.

To: Board of Supervisors

From: Dr. Grant Colfax, Health Services Director

Report Title: Contract Amendment #27-950-9 with Brighter Beginnings

☒Recommendation of the County Administrator ☐ Recommendation of Board Committee

RECOMMENDATIONS:
APPROVE and AUTHORIZE the Health Services Director, or designee, to execute on behalf of the County Contract Amendment #27-950-9 with Brighter Beginnings, a non-profit corporation, effective July 1, 2026, to amend Contract #27-950-5 (as amended by #27-950-6 through #27-950-8), to include behavioral health services for CCHP members and County recipients with no change in the payment limit of $1,300,000 or term ending September 30, 2026.

FISCAL IMPACT:
Approval of this Contract Amendment will not impact the payment limit of $1,300,000 and is funded 100% by Contra Costa Health Plan (CCHP) Enterprise Fund II revenues. (Additional rates)

BACKGROUND:
CCHP has an obligation to provide certain Primary Care Physician (PCP) services including, but not limited to, family medicine for its members under the terms of their Individual and Group Health Plan membership Contracts with the County. This Contract is entered into under and subject to the following legal authorities: California Government Code §§ 26227 and 31000; Health and Safety Code § 1451. Health Services Personnel approved this Contract to ensure no conflicts with labor relations. Contractor currently cooperates and participates in CCHP's Quality Management Program which consists of quality improvement activities to improve the quality of care, services and member experience. Cooperation includes collection and evaluation of performance measurement data and participation in the organization's clinical and service measure Quality Improvement Programs. This Contractor has been a part of the CCHP Provider Network providing PCP services and fostering a deep understanding of the CCHP organizations mission, values, and long-term objectives since October 1, 2014. Per administrative Bulletin 600.3, CCHP Physician services are exempt from solicitation requirements.

On September 19, 2023, the Board of Supervisors approved Contract #27-950-5 with Brighter Beginnings, in an amount not to exceed $1,200,000, for the provision of PCP services for CCHP members and County recipients, for the period October 1, 2023 through September 30, 2026.

On December 5, 2023, the Board of Supervisors approved Contract Amendment #27-950-6 with Brighter Beginnings, effective December 1, 2023, to increase the payment limit by $100,000 to a new total payment limit of $1,300,000, to include California Advancing and Innovating Medi-Cal (CalAIM) outreach services

with no change in the term.

On January 21, 2025, the Board of Supervisors approved Contract Amendment #27-950-7 with Brighter Beginnings, effective January 1, 2025, to provide additional PCP services with no change in the payment limit of $1,300,000 or term.

On October 7, 2025, the Board of Supervisors approved Contract Amendment #27-950-8 with Brighter Beginnings, effective January 1, 2026, to include Dual Eligible Special Needs Plan (D-SNP) requirements and obligations, to allow Contractor to provide specialized care to beneficiaries who are dually eligible for Medicare and Medi-Cal and offer care coordination and wrap-around services with no change in the payment limit of $1,300,000 or term.

Approval of Contract Amendment #27-950-9 will allow the Contractor to provide behavioral health services in addition to the existing PCP services for CCHP members and County recipients through September 30, 2026.

CONSEQUENCE OF NEGATIVE ACTION:
If this Contract Amendment is not approved, CCHP members will not have access to Contractor's behavioral health services under the terms of their Individual and Group Health Plan memberships.

1025 ESCOBAR STREET
MARTINEZ, CA 94553

CONTRA COSTA COUNTY

Staff Report

File #: 26-2454 **Agenda Date:** 6/9/2026 **Agenda #:** C.72.

To: Board of Supervisors

From: Dr. Grant Colfax, Health Services Director

Report Title: Contract Amendment/Extension #74-676-3 with Seneca Family of Agencies

☒Recommendation of the County Administrator ☐ Recommendation of Board Committee

RECOMMENDATIONS:
APPROVE and AUTHORIZE the Health Services Director, or designee, to execute on behalf of the County Contract Amendment/Extension #74-676-3 with Seneca Family of Agencies, a non-profit corporation, effective June 30, 2026, to amend Contract #74-676-2, to increase the payment limit by $394,722, from $773,964 to an amount not to exceed $1,168,686, and to extend the termination date from June 30, 2026 to December 31, 2026, to provide additional Behavioral Health Services Act (BHSA) Full Service Partnership (FSP) program services for non-Medi-Cal children and their families with Serious Emotional Disturbance (SED) and/or Serious Mental Illness (SMI).

FISCAL IMPACT:
Approval of this Contract Amendment/Extension will result in additional expenditures of up to $394,722 and will be funded 100% by BHSA revenues. Beginning July 1, 2026, the Mental Health Services Act (MHSA) funding fully transitions to the BHSA to reflect full implementation and oversight required under California Proposition 1, approved by voters in March 2024, which modernizes MHSA by renaming it the BHSA and redirecting funding to support building a comprehensive, integrated, and unified behavioral health system statewide. (No rate increase)

BACKGROUND:
This Contract meets the social needs of County's population by providing BHSA-FSP services to underserved populations in West, Central and East Contra Costa County. Services include a comprehensive range of mental health services and supports to non-Medi-Cal youth and their families with SED, SMI, and who are likely to exhibit co-occurring disorders with severe life stressors. This Contractor has been providing BHSA-FSP services to the County since July 2023.

This Contract is entered into under and subject to the following legal authorities: California Government Code §§ 26227 and 31000. The Behavioral Health's Quality Management, Utilization Management and Contract Monitor Staff meet on a regular basis to ensure monitoring and performance measures in the contract are upheld. This contract was approved by Health Services Personnel to ensure there is no conflict with labor relations.

This provider was selected in collaboration with community stakeholder advisory bodies and was approved as part of the comprehensive BHSA Three-Year Plan as required by State regulation. Providers interested in

providing specialized services were invited proactively to participate in program development and offered the opportunity to submit interest at dozens of publicly noticed meetings. The services and vendors were identified in the formal Three-Year plan was approved on the following schedule that was noticed to the public and approved by the Board on August 1, 2023. The Three-Year Plan was posted for public comment from June 5, 2023 through July 5, 2023, there was a Public Hearing at the Mental Health Commission meeting on July 5, 2023, and it was approved by the Board of Supervisors on August 1, 2023. This Contractor was selected under the MHSA 2025/2026 update to the MHSA three-year plan, approved by the Board of Supervisors on June 24, 2025

On July 8, 2025, the Board of Supervisors approved Contract #74-676-2 with Seneca Family of Agencies, in an amount not to exceed $773,964, for the provision of BHSA-FSP services for non-Medi-Cal children and their families with SED and or SMI for the period July 1, 2025 through June 30, 2026.

Approval of Contract Amendment/Extension #74-676-3 will allow the Contractor to provide additional BHSA-FSP services for non-Medi-Cal children and their families with SED and or SMI through December 31, 2026.

CONSEQUENCE OF NEGATIVE ACTION:
If this Contract Amendment/Extension is not approved, SED and SMI youth requiring BHSA-FSP program services will not have access to Contractor's mental health services, leading to reduced levels of service to the community and potential placement in higher levels of care.

CHILDREN'S IMPACT STATEMENT:
This Contract supports the following Board of Supervisors' community outcomes: "Families that are Safe, Stable, and Nurturing" and "Communities that are Safe and Provide a High Quality of Life for Children and Families". Expected program outcomes include increases in social connectedness, communication skills, parenting skills, and knowledge of the human service system in Contra Costa County.

1025 ESCOBAR STREET
MARTINEZ, CA 94553

CONTRA COSTA COUNTY

Staff Report

File #: 26-2455 **Agenda Date:** 6/9/2026 **Agenda #:** C.73.

To: Board of Supervisors

From: Dr. Grant Colfax, Health Services Director

Report Title: Contract Amendment/Extension #74-543-15 with YWCA of Contra Costa/Sacramento

☒Recommendation of the County Administrator ☐ Recommendation of Board Committee

RECOMMENDATIONS:
APPROVE and AUTHORIZE the Health Services Director, or designee, to execute on behalf of the County Contract Amendment/Extension #74-543-15 with YWCA of Contra Costa/Sacramento, a non-profit corporation, effective June 30, 2026, to amend Contract #74-543-14, to increase the payment limit by $456,622, from $869,260 to an amount not to exceed $1,325,883, and to extend the termination date from June 30, 2026 to December 31, 2026, to provide additional Medi-Cal specialty mental health services for Seriously Emotionally Disturbed (SED) children, young adults up to twenty-one (21) years of age and their families who have been adopted, are currently being adopted or are in the foster care system in Contra Costa County.

FISCAL IMPACT:
Approval of this Contract Amendment/Extension will result in additional expenditures of up to $456,622 and will be funded by 50% Federal Medi-Cal and 50% Mental Health Realignment. (Rate increase)

BACKGROUND:
Behavioral Health Services Division (BHSD)/Mental Health has an obligation to provide certain Medi-Cal specialty mental health services, for its members under the terms of their Individual and Group Health Plan membership Contracts with the County. This Contract meets the social needs of County's population by providing community-based mental health services focusing on SED children, adolescents and their families which will result in positive social and emotional development at home, in the community and greater school success. This Contractor has been providing these mental health services while fostering a deep understanding of the BHSD organizations mission, values, and long-term objectives since April 2017.

This Contract is entered into under and subject to the following legal authorities: Welfare and Institution Code, §5600 et seq. (The Bronzan McCorquodale Act); California Code of Regulations ("CCR"), Title 9, § 523 et seq. (Community Mental Health Services) and California Government Code §§ 26227 and 31000. Health Services Personnel approved this Contract to ensure no conflicts with labor relations. Contractor currently cooperates and participates in BHSD's Quality Management Program which consists of quality improvement activities to improve the quality of care, services and member experience. Cooperation includes collection and evaluation of performance measurement data and participation in the organization's clinical and service measure Quality Improvement Programs. Per Administrative Bulletin 600.3 the Department has posted a continuous Request for Qualifications and maintains a current qualified list of vendors at all times.

On July 22, 2025, the Board of Supervisors approved Contract #74-543-14 with YWCA of Contra Costa/Sacramento, in an amount not to exceed $869,260, for the provision of Medi-Cal specialty mental health services for services for SED children, young adults up to twenty-one (21) years of age and their families who have been adopted, are currently being adopted or are in the foster care system in Contra Costa County, for the period July 1, 2025 through June 30, 2026.

Approval of Contract Amendment/Extension #74-543-15 will allow the Contractor to provide additional Medi-Cal specialty mental health services through December 31, 2026.

CONSEQUENCE OF NEGATIVE ACTION:
If this Contract Amendment/Extension is not approved, there will be fewer Medi-Cal specialty mental health services available for SED children in Contra Costa County as the County solicits and engages an alternative Contractor.

CHILDREN'S IMPACT STATEMENT:
This program supports the following Board of Supervisors' community outcomes: "Children Ready For and Succeeding in School"; "Families that are Safe, Stable, and Nurturing"; and "Communities that are Safe and Provide a High Quality of Life for Children and Families". Expected program outcomes include an increase in positive social and emotional development as measured by the Child and Adolescent Functional Assessment Scale (CAFAS).

1025 ESCOBAR STREET
MARTINEZ, CA 94553

CONTRA COSTA COUNTY

Staff Report

File #: 26-2456 **Agenda Date:** 6/9/2026 **Agenda #:** C.74.

To: Board of Supervisors

From: Dr. Grant Colfax, Health Services Director

Report Title: Contract #74-711-3 with Lighthouse Mentoring Center

☒Recommendation of the County Administrator ☐ Recommendation of Board Committee

RECOMMENDATIONS:
APPROVE and AUTHORIZE the Health Services Director, or designee, to execute on behalf of the County Contract #74-711-3 with Lighthouse Mentoring Center, a non-profit corporation, in an amount not to exceed $2,185,126, to provide Medi-Cal specialty mental health services including Short-Term Residential Therapeutic Program (STRTP) services for youth and non-minor dependents (NMDS) ages 6 to 19 for the period July 1, 2026 through June 30, 2029.

FISCAL IMPACT:
This Contract will result in contractual service expenditures of up to $2,185,126 over a 3-year period and will be funded 50% by Federal Medi-Cal revenues and 50% by Mental Health Realignment funds.

BACKGROUND:
This Contract meets the social needs of County's population by providing Medi-Cal specialty mental health services for youth and NMDS ages 6 to 19, including specialized underserved populations such as LGBTQ+ Youth, survivors of commercial sexual exploitation and Native American Youth. Contractor's STRTP services include, but are not limited to, therapy, case management and crisis intervention. Services are provided on-site at four Lighthouse Mentoring Center facilities, with capacity to serve a total of 26 youth and NMDS. This Contractor has been providing these mental health services since July 2024.

This Contract is entered into under and subject to the following legal authorities: Welfare and Institution Code, §5600 et seq. (The Bronzan McCorquodale Act); California Code of Regulations ("CCR"), Title 9, § 523 et seq. (Community Mental Health Services) and California Government Code §§ 26227 and 31000. Health Services Personnel approved this Contract to ensure no conflicts with labor relations. Contractor currently cooperates and participates in the Behavioral Health Services Department's Quality Management Program which consists of quality improvement activities to improve the quality of care, services and member experience. Cooperation includes collection and evaluation of performance measurement data and participation in the organization's clinical and service measure Quality Improvement Programs. These services were determined to be exempt from Administrative Bulletin 600.3 solicitation requirements by the Public Works Department's Purchasing Division.

On July 22, 2025, the Board of Supervisors approved Contract #74-711-2 with Lighthouse Mentoring Center, in an amount not to exceed $700,000, for the provision Medi-Cal specialty mental health services including

STRTP services for youth and NMDS ages 6 to 19, for the period from July 1, 2025 through June 30, 2026.

Approval of Contract #74-711-3 will allow the Contractor to continue to provide services through June 30, 2029.

CONSEQUENCE OF NEGATIVE ACTION:
If this Contract is not approved, youth and NMDS requiring STRTP services will not have access to Contractor's services, potentially resulting in placement in higher levels of care as County solicits and engages an alternative Contractor.

CHILDREN'S IMPACT STATEMENT:
The recommendation supports the following children's outcome(s): Children Ready for and Succeeding in School; Children and Youth Healthy and Preparing for Productive Adulthood; and Families that are Safe, Stable and Nurturing.

1025 ESCOBAR STREET
MARTINEZ, CA 94553

CONTRA COSTA COUNTY

Staff Report

File #: 26-2457 **Agenda Date:** 6/9/2026 **Agenda #:** C.75.

To: Board of Supervisors

From: Dr. Grant Colfax, Health Services Director

Report Title: Contract #74-475-181(3) with Center for Positive Changes

☒Recommendation of the County Administrator ☐ Recommendation of Board Committee

RECOMMENDATIONS:
APPROVE and AUTHORIZE the Health Services Director, or designee, to execute on behalf of the County Contract #74-475-181(3) with Center for Positive Changes (CFPC), a non-profit corporation, in an amount not to exceed $734,496, to provide Medi-Cal specialty mental health services including Short-Term Residential Therapeutic Program (STRTP) services for youth, non-minor dependents (NMDS) and their families for the period July 1, 2026 through June 30, 2029.

FISCAL IMPACT:
This contract will result in contractual service expenditures of up to $734,496 over a 3-year period and will be funded 50% Federal Medi-Cal revenues and 50% by Mental Health Realignment funds.

BACKGROUND:
This Contract mees the social needs of County's population by providing Medi-Cal Specialty mental health services to youth ages 6 to 17 and, NMDS ages 18 to 21 and their families as they transition out of foster care. CFPC's STRTP services provide 24-hour care in their six-bed home residential facilities, with capacity to serve 36 total youths and NMDS. STRTP services also include, but are not limited to, therapy, case management and crisis intervention. STRTP programming provides trauma informed care reducing risk or traumatization and re-traumatization and promoting physical and psychological safety for youth, NMDS and their families. CFPC has been providing these Medi-Cal specialty mental health services to County since June 2024.

This Contract is entered into under and subject to the following legal authorities: Welfare and Institution Code, §5600 et seq. (The Bronzan McCorquodale Act); California Code of Regulations ("CCR"), Title 9, § 523 et seq. (Community Mental Health Services) and California Government Code §§ 26227 and 31000. Health Services Personnel approved this Contract to ensure no conflicts with labor relations. Contractor currently cooperates and participates in the Behavioral Health Services Department's Quality Management Program which consists of quality improvement activities to improve the quality of care, services and member experience. Cooperation includes collection and evaluation of performance measurement data and participation in the organization's clinical and service measure Quality Improvement Programs. These contracted services were determined to be exempt from Administrative Bulletin 600.3 solicitation requirements by the Public Works Department's Purchasing Division.

In September 2025, the Purchasing Services Manager approved and executed Contract #74-475-181(2) with

CFPC, in an amount not to exceed $190,000, for the provision of Medi-Cal specialty mental health services including STRTP services for youth, NMDS and their families, for the period July 1, 2025 through June 30, 2026.

Approval of Contract #74-475-181(3) will allow the Contractor to continue to provide services through June 30, 2029.

CONSEQUENCE OF NEGATIVE ACTION:
If this Contract is not approved, youth and NMDS requiring STRTP services will not have access to Contractor's services, potentially resulting in placement in higher levels of care as County solicits and engages an alternative Contractor.

CHILDREN'S IMPACT STATEMENT:
The recommendation supports the following children's outcome(s): Children Ready for and Succeeding in School; Children and Youth Healthy and Preparing for Productive Adulthood; and Families that are Safe, Stable and Nurturing.

Staff Report

File #: 26-2458 **Agenda Date:** 6/9/2026 **Agenda #:** C.76.

To: Board of Supervisors

From: Dr. Grant Colfax, Health Services Director

Report Title: Contract #74-641-6 with A&A Health Services LLC

☒Recommendation of the County Administrator ☐ Recommendation of Board Committee

RECOMMENDATIONS:
APPROVE and AUTHORIZE the Health Services Director, or designee, to execute on behalf of the County Contract #74-641-6 with A&A Health Services LLC, a limited liability company, in an amount not to exceed $2,157,150 to provide residential and mental health treatment services for adults diagnosed with Serious Mental Illness (SMI) and Severe and Persistent Mental Illness (SPMI), for the period July 1, 2026 through June 30, 2027.

FISCAL IMPACT:
Approval of this Contract will result in budgeted expenditures of up to $2,157,150 and will be funded by 49% Behavioral Health Services Act (BHSA) funds and 51% State Behavioral Health Bridge Housing Grant funds. Beginning July 1, 2026, the Mental Health Services Act (MHSA) funding fully transitions to the BHSA to reflect full implementation and oversight required under California Proposition 1, approved by voters in March 2024, which modernizes MHSA by renaming it the BHSA and redirecting funding to support building a comprehensive, integrated, and unified behavioral health system statewide.

BACKGROUND:
This Contract meets the social needs of County's population by providing residential facilities for adults diagnosed with SMI and SPMI who require support and are being discharged from state hospitals or psychiatric health facilities and require step-down care to transition to community living. Contractor has been providing residential and mental health services to County since January 2022.

This Contract is entered into under and subject to the following legal authorities: Welfare and Institutions Code §§ 5600, et seq. (The Bronzan McCorquodale Act); California Code of Regulations ("CCR"), Title 9, §§ 523, et seq. (Community Mental Health Services); California Government Code §§ 26227 and 31000. This Contract was approved by Health Services Personnel to ensure there is no conflict with labor relations. The Behavioral Health's Quality Management, Utilization Management and Contract Monitor Staff meet on a regular basis to ensure monitoring and performance measures in the Contract are upheld. These contracted services were determined to be exempt from Administrative Bulletin 600.3 solicitation requirements by the Public Works Department's Purchasing Division.

On July 8, 2025, the Board of Supervisors approved Contract #74-641-5 with A&A Health Services LLC, in an amount not to exceed $1,909,002, for the provision of residential and mental health treatment services for

adults diagnosed with SMI and SPMI for the period July 1, 2025 through June 30, 2026.

Approval of Contract #74-641-6 will allow the Contractor to continue to provide services through June 30, 2027.

CONSEQUENCE OF NEGATIVE ACTION:
If this Contract is not approved, County clients in need of crisis residential or step-down care will not have access to Contractor's services possibly resulting in higher levels of placement, including hospitalization.

1025 ESCOBAR STREET
MARTINEZ, CA 94553

CONTRA COSTA COUNTY

Staff Report

File #: 26-2459 **Agenda Date:** 6/9/2026 **Agenda #:** C.77.

To: Board of Supervisors

From: Dr. Grant Colfax, Health Services Director

Report Title: Contract Amendment/Extension #24-308-61 with Early Childhood Mental Health Program

☒Recommendation of the County Administrator ☐ Recommendation of Board Committee

RECOMMENDATIONS:
APPROVE and AUTHORIZE the Health Services Director, or designee, to execute on behalf of the County Contract Amendment/Extension #24-308-61 with Early Childhood Mental Health Program, a non-profit corporation, effective June 30, 2026, to amend Contract #24-308-60, to increase the payment limit by $2,107,082, from $4,011,197 to an amount not to exceed $6,118,279, and to extend the termination date from June 30, 2026 to December 31, 2026, to provide additional Medi-Cal specialty mental health services for children in West Contra Costa County.

FISCAL IMPACT:
Approval of this Contract Amendment/Extension will result in additional expenditures of up to $2,107,082 and will be funded 100% by Federal Medi-Cal. (Rate increase)

BACKGROUND:
This Contract meets the social needs of the County's population by providing Medi-Cal specialty mental health services including assessments, individual, group and family therapy; medication support, case management, outreach, and crisis intervention services, to an underserved population and will result in greater home, community, and school success. Early Childhood Mental Health Program has been providing mental health services to the County since July 1, 1983.

This Contract is entered into under and subject to the following legal authorities: Welfare and Institution Code, §5600 et seq. (The Bronzan McCorquodale Act); California Code of Regulations ("CCR"), Title 9, § 523 et seq. (Community Mental Health Services) and California Government Code §§ 26227 and 31000. Health Services Personnel approved this Contract to ensure no conflicts with labor relations. Contractor currently cooperates and participates in BHSD's Quality Management Program which consists of quality improvement activities to improve the quality of care, services and member experience. Cooperation includes collection and evaluation of performance measurement data and participation in the organization's clinical and service measure Quality Improvement Programs. Per Administrative Bulletin 600.3 the Department has posted a continuous Request for Qualifications and maintains a current qualified list of vendors at all times.

On July 22, 2025, the Board of Supervisors approved Contract #24-308-60 with Early Childhood Mental Health Program in the amount of $4,011,197 for the provision of specialized mental health services including in -home behavioral health services to children in West Contra Costa County for the period from July 1, 2025

through June 30, 2026.

Approval of Contract Amendment/Extension #24-308-61 will allow the Contractor to continue to provide Medi -Cal specialty mental health services through December 31, 2026.

CONSEQUENCE OF NEGATIVE ACTION:
If this Contract Amendment/Extension is not approved, there will be fewer Medi-Cal specialty mental health services available for children in West Contra Costa County as the County solicits and engages an alternative contractor.

CHILDREN'S IMPACT STATEMENT:
This Early and Periodic Screening Diagnostic and Treatment Program supports the following Board of Supervisors' community outcomes: "Children Ready for and Succeeding in School"; "Families that are Safe, Stable, and Nurturing"; and "Communities that are Safe and Provide a High Quality of Life for Children and Families". Expected program outcomes include an increase in positive social and emotional development as measured by the Child and Adolescent Functional Assessment Scale (CAFAS) and a decrease in juvenile offender recidivism as measured by probation database information.

1025 ESCOBAR STREET
MARTINEZ, CA 94553

CONTRA COSTA COUNTY

Staff Report

File #: 26-2460 **Agenda Date:** 6/9/2026 **Agenda #:** C.78.

To: Board of Supervisors

From: Dr. Grant Colfax, Health Services Director

Report Title: Contract #74-475-194(2) with Casa De Amparo

☒Recommendation of the County Administrator ☐ Recommendation of Board Committee

RECOMMENDATIONS:
APPROVE and AUTHORIZE the Health Services Director, or designee, to execute on behalf of the County Contract #74-475-194(2) with Casa De Amparo, a non-profit corporation, in an amount not to exceed $734,496, to provide Medi-Cal specialty mental health services including Short-Term Residential Therapeutic Program (STRTP) services for female adolescents and non-minor dependents (NMDS) ages 12 to 18 for the period July 1, 2026 through June 30, 2029.

FISCAL IMPACT:
This Contract will result in contractual service expenditures of up to $734,469 over a 3-year period and will be funded 50% by Federal Medi-Cal revenues and 50% by Mental Health Realignment funds.

BACKGROUND:
This Contract meets the social needs of County's population by providing Medi-Cal specialty mental health services for female adolescents and NMDS ages 12 to 18 who have been removed from their homes due to child abuse and or neglect and are experiencing significant mental health symptoms. Contractor's STRTP services include, but are not limited to, therapy, targeted case management, medication support and crisis intervention. Services are provided on-site at four Casa De Amparo facilities, with capacity to serve a total of 32 youth and NMDS. This Contractor has been providing these mental health services since December 2024.

This Contract is entered into under and subject to the following legal authorities: Welfare and Institution Code, §5600 et seq. (The Bronzan McCorquodale Act); California Code of Regulations ("CCR"), Title 9, § 523 et seq. (Community Mental Health Services) and California Government Code §§ 26227 and 31000. Health Services Personnel approved this Contract to ensure no conflicts with labor relations. Contractor currently cooperates and participates in the Behavioral Health Services Department's Quality Management Program which consists of quality improvement activities to improve the quality of care, services and member experience. Cooperation includes collection and evaluation of performance measurement data and participation in the organization's clinical and service measure Quality Improvement Programs. These contracted services were determined to be exempt from Administrative Bulletin 600.3 solicitation requirements by the Public Works Department's Purchasing Division.

In July, 2025, the Purchasing Services Manager approved and executed Contract #74-475-194(1) with Casa De Amparo, in an amount not to exceed $190,000, for the provision of Medi-Cal specialty mental health services

including STRTP services for female adolescents and NMDS ages 12 to 18, for the period from July 1, 2025 through June 30, 2026.

Approval of Contract #74-475-194(2) will allow the Contractor to continue to provide services through June 30, 2029.

CONSEQUENCE OF NEGATIVE ACTION:
If this Contract is not approved, youth and NMDS requiring STRTP services will not have access to Contractor's services, potentially resulting in placement in higher levels of care as County solicits and engages an alternative Contractor.

CHILDREN'S IMPACT STATEMENT:
The recommendation supports the following children's outcome(s): Children Ready for and Succeeding in School; Children and Youth Healthy and Preparing for Productive Adulthood; and Families that are Safe, Stable and Nurturing.

1025 ESCOBAR STREET
MARTINEZ, CA 94553

CONTRA COSTA COUNTY

Staff Report

File #: 26-2461 **Agenda Date:** 6/9/2026 **Agenda #:** C.79.

To: Board of Supervisors

From: Dr. Grant Colfax, Health Services Director

Report Title: Contract #74-702-3 with GHC of Contra Costa, LLC (dba Bayberry Skilled Nursing and Healthcare Center)

☒Recommendation of the County Administrator ☐ Recommendation of Board Committee

RECOMMENDATIONS:
APPROVE and AUTHORIZE the Health Services Director, or designee, to execute on behalf of the County Contract #74-702-3 with GHC of Contra Costa, LLC (dba Bayberry Skilled Nursing and Healthcare Center), a limited liability company, in an amount not to exceed $1,937,055, to provide skilled nursing care services with special treatment programs (SNF/STP) for adults with Serious and Persistent Mental Illness (SPMI) for the period July 1, 2026 through June 30, 2027.

FISCAL IMPACT:
Approval of this Contract will result in annual expenditures of up to $1,937,055 and will be funded 100% by Mental Health Realignment.

BACKGROUND:
There are thirty (30) SNF's in Contra Costa County, however GHC of Contra Costa, LLC is the only facility that also offers STP. Contractor provides SNF/STP services in locked treatment facilities for clients discharging from acute care settings with co-occurring mental health and physical health needs. Additionally, Contractor provides placement options for clients who are involved in the justice system who have been placed on a Murphy conservatorship. This Contractor has been providing SNF services since July of 2024. This Contract is entered into under and subject to the following legal authorities: Welfare and Institutions Code §§ 5600, et seq. (The Bronzan McCorquodale Act); California Code of Regulations ("CCR"), Title 9, §§ 523, et seq. (Community Mental Health Services); California Government Code §§ 26227 and 31000.

The Behavioral Health's Quality Management, Utilization Management and Contract Monitor Staff meet on a regular basis to ensure monitoring and performance measures in the Contract are upheld. This Contract was approved by Health Services Personnel to ensure there is no conflict with labor relations. These contracted services were determined to be exempt from Administrative Bulletin 600.3 solicitation requirements by the Public Works Department's Purchasing Division.

On June 24, 2025, the Board of Supervisors approved Contract #74-702-1 with GHC of Contra Costa, LLC (dba Bayberry Skilled Nursing and Healthcare Center), in an amount not to exceed $702,980, for the provision of SNF/STP for adults with SPMI for the period July 1, 2025 through June 30, 2026.

On April 28, 2026, the Board of Supervisors approved Contract Amendment #74-702-2 with GHC of Contra Costa, LLC (dba Bayberry Skilled Nursing and Healthcare Center), effective April 1, 2026, to increase the payment limit by $50,000 to a new payment limit not to exceed $752,980 and include Long Term Care Patch services in addition to SNF/STP for adults with SPMI with no change in the term.

Approval of Contract #74-702-3 will allow Contractor to continue providing SNF/STP services for adults with SPMI through June 30, 2027.

CONSEQUENCE OF NEGATIVE ACTION:
If this Contract is not approved, a significant number of adults with SPMI may be displaced to the community without the mental health services they require.

1025 ESCOBAR STREET
MARTINEZ, CA 94553

CONTRA COSTA COUNTY

Staff Report

File #: 26-2462 **Agenda Date:** 6/9/2026 **Agenda #:** C.80.

To: Board of Supervisors

From: Dr. Grant Colfax, Health Services Director

Report Title: Contract #74-709-3 with Elite Family Systems

☒Recommendation of the County Administrator ☐ Recommendation of Board Committee

RECOMMENDATIONS:
APPROVE and AUTHORIZE the Health Services Director, or designee, to execute on behalf of the County Contract #74-709-3 with Elite Family Systems, a non-profit corporation, in an amount not to exceed $796,010, to provide Medi-Cal specialty mental health services including Short Term Residential Therapeutic Program (STRTP) services for adolescent youth for the period July 1, 2026 through June 30, 2029.

FISCAL IMPACT:
This contract will result in contractual service expenditures of up to $796,010 over a 3-year period and will be funded 50% by Federal Medi-Cal revenues and 50% Mental Health Realignment funds.

BACKGROUND:
This Contract meets the social needs of County's population by providing Medi-Cal specialty mental health services for adolescent youth removed from their homes due to abuse and or neglect. Contractor's STRTP services include, but are not limited to, therapy, case management and crisis intervention. Services are provided on-site with capacity to serve a total of 24 youth. This Contractor has been providing these mental health services since July 2024.

This Contract is entered into under and subject to the following legal authorities: Welfare and Institution Code, §5600 et seq. (The Bronzan McCorquodale Act); California Code of Regulations ("CCR"), Title 9, § 523 et seq. (Community Mental Health Services) and California Government Code §§ 26227 and 31000. Health Services Personnel approved this Contract to ensure no conflicts with labor relations. Contractor currently cooperates and participates in the Behavioral Health Services Department's Quality Management Program which consists of quality improvement activities to improve the quality of care, services and member experience. Cooperation includes collection and evaluation of performance measurement data and participation in the organization's clinical and service measure Quality Improvement Programs. These services were determined to be exempt from Administrative Bulletin 600.3 solicitation requirements by the Public Works Department's Purchasing Division.

On July 22, 2025, the Board of Supervisors approved Contract #74-709-2 with Elite Family Systems, in an amount not to exceed $255,000, for the provision Medi-Cal specialty mental health services including STRTP services for adolescent youth, for the period from July 1, 2025 through June 30, 2026.

Approval of Contract # 74-709-3 will allow the Contractor to continue to provide services through June 30, 2029.

CONSEQUENCE OF NEGATIVE ACTION:
If this Contract is not approved, adolescent youth STRTP services will not have access to Contractor's services, potentially resulting in placement in higher levels of care as County solicits and engages an alternative Contractor.

CHILDREN'S IMPACT STATEMENT:
The recommendation supports the following children's outcome(s): Children Ready for and Succeeding in School; Children and Youth Healthy and Preparing for Productive Adulthood; and Families that are Safe, Stable and Nurturing.

1025 ESCOBAR STREET
MARTINEZ, CA 94553

CONTRA COSTA COUNTY

Staff Report

File #: 26-2463 **Agenda Date:** 6/9/2026 **Agenda #:** C.81.

To: Board of Supervisors

From: Dr. Grant Colfax, Health Services Director

Report Title: Contract Amendment/Extension #24-409-52 with Contra Costa Youth Service Bureau

☒Recommendation of the County Administrator ☐ Recommendation of Board Committee

RECOMMENDATIONS:
APPROVE and AUTHORIZE the Health Services Director, or designee, to execute on behalf of the County Contract Amendment/Extension #24-409-52 with Contra Costa Youth Service Bureau, a non-profit corporation, effective June 30, 2026, to amend Contract #24-406-51, to increase the payment limit by $2,386,920, from $4,543,917 to an amount not to exceed $6,930,837, and to extend the termination date from June 30, 2026 to December 31, 2026, to provide additional Medi-Cal specialty mental health services for Seriously Emotionally Disturbed (SED) children and their families in Contra Costa County.

FISCAL IMPACT:
Approval of this Contract Amendment/Extension will result in additional expenditures of up to $2,386,920 and will be funded by 100% Federal Medi-Cal. (Rate increase)

BACKGROUND:
Behavioral Health Services Division (BHSD)/Mental Health has an obligation to provide certain Medi-Cal specialty mental health services including but not limited to: wraparound and outpatient treatment, individual, group, and family evaluations, plan development, rehabilitation support services, crisis intervention services and linkage/advocacy services for its members under the terms of their Individual and Group Health Plan membership Contracts with the County. This Contract meets the social needs of County's population by providing community-based mental health services focusing on SED children, adolescents and their families which will result in positive social and emotional development at home, in the community and greater school success. This Contractor has been providing these mental health services while fostering a deep understanding of the BHSD organizations mission, values, and long-term objectives since July 1996.

This Contract is entered into under and subject to the following legal authorities: Welfare and Institution Code, §5600 et seq. (The Bronzan McCorquodale Act); California Code of Regulations ("CCR"), Title 9, § 523 et seq. (Community Mental Health Services) and California Government Code §§ 26227 and 31000. Health Services Personnel approved this Contract to ensure no conflicts with labor relations. Contractor currently cooperates and participates in BHSD's Quality Management Program which consists of quality improvement activities to improve the quality of care, services and member experience. Cooperation includes collection and evaluation of performance measurement data and participation in the organization's clinical and service measure Quality Improvement Programs. Per Administrative Bulletin 600.3 the Department has posted a continuous Request for Qualifications and maintains a current qualified list of vendors at all times.

On July 22, 2025, the Board of Supervisors approved Contract #24-409-51 with Contra Costa Youth Service Bureau, in an amount not to exceed $4,543,917, for the provision of Medi-Cal specialty mental health services for SED children and their families in Contra Costa County, for the period July 1, 2025 through June 30, 2026.

Approval of Contract Amendment/Extension #24-409-52 will allow the Contractor to provide additional Medi-Cal specialty mental health services through December 31, 2026.

CONSEQUENCE OF NEGATIVE ACTION:
If this Contract Amendment/Extension is not approved, there will be fewer Medi-Cal specialty mental health services available for SED children in Contra Costa County as the County solicits and engages an alternative Contractor.

CHILDREN'S IMPACT STATEMENT:
This Early and Periodic Screening, Diagnostic, and Treatment (EPSDT) program supports the following Board of Supervisors' community outcomes: "Children Ready For and Succeeding in School"; "Families that are Safe, Stable, and Nurturing"; and "Communities that are Safe and Provide a High Quality of Life for Children and Families". Expected program outcomes include an increase in positive social and emotional development as measured by the Child and Adolescent Functional Assessment Scale (CAFAS).

Staff Report

File #: 26-2464 **Agenda Date:** 6/9/2026 **Agenda #:** C.82.

To: Board of Supervisors

From: Dr. Grant Colfax, Health Services Director

Report Title: Contract Amendment #24-681-94(12) with PH Senior Care, LLC (dba Pleasant Hill Oasis)

☒Recommendation of the County Administrator ☐ Recommendation of Board Committee

RECOMMENDATIONS:
APPROVE and AUTHORIZE the Health Services Director, or designee, to execute on behalf of the County Contract Amendment #24-681-94(12) with PH Senior Care, LLC (dba Pleasant Hill Oasis), a limited liability company, effective April 1, 2026, to amend Contract #24-681-44(11), to increase the payment limit by $404,786, from $1,390,822 to an amount not to exceed $1,795,608, to provide additional augmented board and care services for adults with mental illness in Contra Costa County, with no change in the term ending November 30, 2026.

FISCAL IMPACT:
Approval of this Contract Amendment will result in additional expenditures of up to $404,786 and will be funded by 100% Behavioral Health Services Act funds. (No rate increase)

BACKGROUND:
Due to the limited number of specialty providers available within the community, the Behavioral Health Services Division relies on contractors to provide necessary specialty health services to its clients. The Behavioral Health Services Division has contracted with PH Senior Care, LLC (dba Pleasant Hill Oasis) for augmented board and care services since November 2017. This Contract meets the social needs of the County's population by augmenting room and board and providing twenty-four-hour emergency residential care and supervision to eligible adults with mental illness, who are specifically referred by the County's Behavioral Health Program Staff. Adult residential services for psychiatric clients requires stringent accreditation and compliance standards, as well as licenses and regulatory approvals that a limited number of providers possess.

The Behavioral Health's Quality Management, Utilization Management and Contract Monitor staff meet on a regular basis to ensure monitoring and performance measures in the Contract are upheld. This Contract was approved by Health Services Personnel to ensure there is no conflict with labor relations. This Contract is entered into under and subject to the following legal authorities: California Government Code §§ 26227; California Code of Regulations, Title 9, Section 523 et seq.; California Welfare and Institutions Code Section 5600 et. Seq (known as The Bronzan-McCorquodale Act). These contracted services were determined to be exempt from Administrative Bulletin 600.3 solicitation requirements by the Public Works Department's Purchasing Division.

On December 4, 2025, the Board of Supervisors approved Contract #24-681-94(11) with PH Senior Care, LLC

(dba Pleasant Hill Oasis), in an amount not to exceed $1,390,822, for the provision of augmented board and care services for adults with mental illness in Contra Costa County for the period December 1, 2025 through November 30, 2026.

Approval of Contract Amendment #24-681-94(12) will allow the Contractor to provide additional augmented board and care services through November 30, 2026. This Contract is delayed due to extended negotiations between Division and Contractor.

CONSEQUENCE OF NEGATIVE ACTION:
If this Contract Amendment is not approved, adults with mental illness in Contra Costa County needing augmented board and care will not have access to contractor's services which could result in increased wait times for services.

1025 ESCOBAR STREET
MARTINEZ, CA 94553

CONTRA COSTA COUNTY

Staff Report

File #: 26-2465 **Agenda Date:** 6/9/2026 **Agenda #:** C.83.

To: Board of Supervisors

From: Dr. Grant Colfax, Health Services Director

Report Title: Amendment to Purchase Order with Hologic Sales and Service, LLC

☒Recommendation of the County Administrator ☐ Recommendation of Board Committee

RECOMMENDATIONS:
APPROVE and AUTHORIZE the Purchasing Agent, or designee, to execute on behalf of the Health Services Director, an amendment to purchase order #29236 with Hologic Sales and Service, LLC, to increase the payment limit by $1,000,000 to an amount not to exceed $2,000,000 to provide additional laboratory testing reagents, kits, and supplies for influenza, Candida auris screening, Human Immunodeficiency Virus (HIV), Hepatitis B (HBV), and Hepatitis C (HCV) viral loads at the Contra Costa Public Health Laboratory with no change to the term ending January 16, 2027.

FISCAL IMPACT:
Approval of this action will result in additional expenditures of up to $1,000,000 and will be funded by Hospital Enterprise Fund I revenues.

BACKGROUND:
The Contra Costa Public Health Laboratory has used equipment and reagents from Hologic Sales and Service, LLC formerly known as Hologic, Inc. since 2015. Routine diagnostic testing is performed on Hologic instrumentation daily and allows for high-volume screening. The prior blanket purchase order (PO) approved for period extension requires additional funds to continue diagnostic testing through January 2027. Additionally, the laboratory strives to ensure funds are available on POs for unexpected public health emergencies. Hologic Panther is one of the instrument platforms that the Centers for Disease Control and Prevention (CDC) has considered as appropriate, in their *Nucleic Acid Amplification Platform Investigative Summary Report*, for future public health testing responses, including surveillance and diagnostic needs using CDC-designed tests.

On October 24, 2023, the Board of Supervisors approved agenda item C.29 to execute purchase order #29236 with Hologic Sales and Service, LLC and related agreement amendment for the purchase of testing reagents, kits and related laboratory testing supplies for the period from October 1, 2023 through September 30, 2024. The agreement amendment effective September 5, 2023 automatically renews on an annual basis unless either party provides written notice of its intent not to renew.

On September 24, 2024, the Board of Supervisors approved agenda item C.67 to execute an amendment to purchase order #29236 with Hologic Sales and Service, LLC to extend the term through September 30, 2025 with no change to the original payment limit of $1,000,000 for the purchase of laboratory testing supplies,

reagents and kits.

On April 15, 2025, the Board of Supervisors approved agenda item C.54 to execute an amendment to purchase order #29236 to extend the term through January 16, 2026, with no change to the payment limit of $1,000,000, and execute Amendment No. 5 to the Master Terms and Conditions Agreement to reduce the unit price of the HBV quantitative detection assay.

On April 27, 2026, the Board of Supervisors approved agenda item C.60 to execute an amendment to purchase order #29236 to extend the term through January 16, 2027, with no change to the payment limit of $1,000,000.

Due to an increase in the variety and amount of testing performed on the Hologic instruments, the laboratory team has determined that an expanded purchase order is necessary. This adjustment in purchasing has resulted in a delay in processing the extension request. On March 23, 2026 the Purchasing Agent approved the continued use of Hologic Sales and Service, LLC.

Approval of this action will allow for the continued purchase of test menu reagents and kits for the detection of Candida auris, Herpes Simplex Virus (HSV) 1 & 2, HIV viral load, HCV viral load, HBV viral load testing, and Severe Acute Respiratory Syndrome-Coronavirus (SARS-CoV-2)/Influenza/Respiratory Syncytial Virus (RSV) screening at the Contra Costa County Public Health Laboratory through January 16, 2027

CONSEQUENCE OF NEGATIVE ACTION:
If this action is not approved, the Contra Costa Public Health Laboratory will not be able to purchase the test reagents needed to perform regular screening and viral load testing. This would have a significant impact on the laboratory's operations.

1025 ESCOBAR STREET
MARTINEZ, CA 94553

CONTRA COSTA COUNTY

Staff Report

File #: 26-2466 **Agenda Date:** 6/9/2026 **Agenda #:** C.84.

To: Board of Supervisors

From: Dr. Grant Colfax, Health Services Director

Report Title: Contract #76-956 with Hedayat Neurology Consulting Inc.

☒Recommendation of the County Administrator ☐ Recommendation of Board Committee

RECOMMENDATIONS:
APPROVE and AUTHORIZE the Health Services Director, or designee, to execute on behalf of the County Contract #76-956 with Hedayat Neurology Consulting Inc., a professional corporation, in an amount not to exceed $410,000, to provide neurology services at Contra Costa Regional Medical Center (CCRMC) and Contra Costa Health Centers, for the period June 1, 2026 through May 31, 2027.

FISCAL IMPACT:
Approval of this Contract will result in annual expenditures of up to $410,000 and will be funded 100% by Hospital Enterprise Fund I revenues.

BACKGROUND:
Due to the limited number of specialty providers available within the community, CCRMC and Contra Costa Health Centers rely on contractors to provide necessary neurology specialty health services to its patients. This is a new Contractor who will provide neurology services including, but not limited to: neurology clinic services, inpatient consultation, training, medical/surgical procedures and on-call services for CCRMC and Contra Costa Health Center patients starting June 1, 2026.

This Contract is entered into under and subject to the following legal authorities: California Government Code §§ 26227 and 31000; Health and Safety Code § 1451. Health Services Personnel approved this contract to ensure no conflicts with labor relations. CCRMC's Quality Management, Utilization Management and Contract Monitor Staff meet on a regular basis to ensure monitoring and performance measures in the contract are upheld. Per Administrative Bulletin 600.3, CCRMC Physician services are exempt from Solicitation requirements.

Approval of new Contract #76-956 will allow the Contractor to provide neurology services at CCRMC and Contra Costa Health Centers through May 31, 2027.

CONSEQUENCE OF NEGATIVE ACTION:
If this Contract is not approved, the necessary specialty neurology services needed for patient care will not be available or will create increased wait times due to the limited number of specialty providers available within the community.

1025 ESCOBAR STREET
MARTINEZ, CA 94553

CONTRA COSTA COUNTY

Staff Report

File #: 26-2467 **Agenda Date:** 6/9/2026 **Agenda #:** C.85.

To: Board of Supervisors

From: Dr. Grant Colfax, Health Services Director

Report Title: Contract #76-959 with Bay Area Neurointensivists, Inc.

☒Recommendation of the County Administrator ☐ Recommendation of Board Committee

RECOMMENDATIONS:
APPROVE and AUTHORIZE the Health Services Director, or designee, to execute on behalf of the County Contract #76-959 with Bay Area Neurointensivists, Inc., a corporation, in an amount not to exceed $250,000, to provide neurology services at Contra Costa Regional Medical Center (CCRMC) and Contra Costa Health Centers, for the period June 1, 2026 through May 31, 2027.

FISCAL IMPACT:
Approval of this Contract will result in annual expenditures of up to $250,000 and will be funded as budgeted by the department 100% by Hospital Enterprise Fund I revenues.

BACKGROUND:
Due to the limited number of specialty providers available within the community, CCRMC relies on contractors to provide necessary neurology specialty health services to its patients. This is a new Contractor who will provide neurology services including, but not limited to: consultation, training, medical and/or surgical procedures, on-call coverage, telehealth, on-site and virtual services for CCRMC patients starting June 1, 2026.

This Contract is entered into under and subject to the following legal authorities: California Government Code §§ 26227 and 31000; Health and Safety Code § 1451. Health Services Personnel approved this contract to ensure no conflicts with labor relations. CCRMC's Quality Management, Utilization Management and Contract Monitor Staff meet on a regular basis to ensure monitoring and performance measures in the contract are upheld. Per Administrative Bulletin 600.3, CCRMC Physician services are exempt from Solicitation requirements.

Approval of new Contract #76-959 will allow the Contractor to provide neurology services at Contra Costa Regional Medical Center through May 31, 2027.

CONSEQUENCE OF NEGATIVE ACTION:
If this Contract is not approved, the necessary specialty neurology services needed for patient care will not be available or will create increased wait times due to the limited number of specialty providers available within the community.

1025 ESCOBAR STREET
MARTINEZ, CA 94553

CONTRA COSTA COUNTY

Staff Report

File #: 26-2468 **Agenda Date:** 6/9/2026 **Agenda #:** C.86.

To: Board of Supervisors

From: Dr. Grant Colfax, Health Services Director

Report Title: Contract #26-642-19 with Chiu-Hung Tung M.D., Inc.

☒Recommendation of the County Administrator ☐ Recommendation of Board Committee

RECOMMENDATIONS:
APPROVE and AUTHORIZE the Health Services Director, or designee, to execute on behalf of the County Contract #26-642-19 with Chiu-Hung Tung M.D., Inc., a corporation, in an amount not to exceed $705,000 to provide anesthesiology services at Contra Costa Regional Medical Center (CCRMC) and Contra Costa Health Centers, for the period June 1, 2026 through May 31, 2029.

FISCAL IMPACT:
Approval of this Contract will result in contractual service expenditures of up to $705,000 over a 3-year period and will be funded 100% by Hospital Enterprise Fund I revenues.

BACKGROUND:
Due to the limited number of specialty providers available within the community, CCRMC and Contra Costa Health Centers rely on contractors to provide necessary specialty health services to its patients. Contractor's anesthesiology services will include clinic coverage, consultation, training, medical procedures, and on-call coverage. This Contractor has been providing anesthesiology services at CCRMC and Contra Costa Health Centers since January 2009.

This Contract is entered into under and subject to the following legal authorities: California Government Code §§ 26227 and 31000; and Health and Safety Code § 1451. Health Services Personnel approved this Contract to ensure no conflicts with labor relations. CCRMC's Quality Management, Utilization Management and Contract Monitor staff meet on a regular basis to ensure monitoring and performance measures in the contract are upheld. Per Administrative Bulletin 600.3, CCRMC Physician services are exempt from Solicitation requirements.

On June 24, 2025, the Board of Supervisors approved Contract #26-642-18 with Chiu-Hung Tung, M.D. Inc., in an amount not to exceed $250,000 for the provision of anesthesiology services at CCRMC and Contra Costa Health Centers, for the period June 1, 2025 through May 31, 2026.

Approval of Contract #26-642-19 will allow the Contractor to continue providing anesthesiology services at CCRMC and Contra Costa Health Centers through May 31, 2029.

CONSEQUENCE OF NEGATIVE ACTION:

If this Contract is not approved, the necessary specialty anesthesiology services needed for patient care will not be available or will create increased wait times due to the limited number of specialty providers available within the community.

1025 ESCOBAR STREET
MARTINEZ, CA 94553

CONTRA COSTA COUNTY

Staff Report

File #: 26-2469 **Agenda Date:** 6/9/2026 **Agenda #:** C.87.

To: Board of Supervisors

From: Dr. Grant Colfax, Health Services Director

Report Title: Contract #26-875-35 with Paul H. Kwok, D.O.

☒Recommendation of the County Administrator ☐ Recommendation of Board Committee

RECOMMENDATIONS:
APPROVE and AUTHORIZE the Health Services Director, or designee, to execute on behalf of the County Contract #26-875-35 with Paul H. Kwok, D.O., an individual, in an amount not to exceed $2,400,000 to provide anesthesiology services at Contra Costa Regional Medical Center (CCRMC) and Contra Costa Health Centers, for the period June 1, 2026 through May 31, 2029.

FISCAL IMPACT:
Approval of this Contract will result in contractual service expenditures of up to $2,400,000 over a 3-year period and will be funded 100% by Hospital Enterprise Fund I revenues.

BACKGROUND:
Due to the limited number of specialty providers available within the community, CCRMC and Contra Costa Health Centers rely on contractors to provide necessary specialty health services to its patients. Contractor's anesthesiology services will include clinic coverage, consultation, training, medical procedures, and on-call coverage. This Contractor has been providing anesthesiology services at CCRMC and Contra Costa Health Centers since August 1986.

This Contract is entered into under and subject to the following legal authorities: California Government Code §§ 26227 and 31000; and Health and Safety Code § 1451. Health Services Personnel approved this Contract to ensure no conflicts with labor relations. CCRMC's Quality Management, Utilization Management and Contract Monitor staff meet on a regular basis to ensure monitoring and performance measures in the contract are upheld. Per Administrative Bulletin 600.3, CCRMC Physician services are exempt from Solicitation requirements.

On June 10, 2025, the Board of Supervisors approved Contract #26-875-34 with Paul H. Kwok, D.O., in an amount not to exceed $830,000 for the provision of anesthesiology services at CCRMC and Contra Costa Health Centers, for the period June 1, 2025 through May 31, 2026.

Approval of Contract #26-875-35 will allow the Contractor to continue providing anesthesiology services at CCRMC and Contra Costa Health Centers through May 31, 2029.

CONSEQUENCE OF NEGATIVE ACTION:

If this Contract is not approved, the necessary specialty anesthesiology services needed for patient care will not be available or will create increased wait times due to the limited number of specialty providers available within the community.

1025 ESCOBAR STREET
MARTINEZ, CA 94553

CONTRA COSTA COUNTY

Staff Report

File #: 26-2470 **Agenda Date:** 6/9/2026 **Agenda #:** C.88.

To: Board of Supervisors

From: Dr. Grant Colfax, Health Services Director

Report Title: Contract #24-680-46 with Telecare Corporation

☒Recommendation of the County Administrator ☐ Recommendation of Board Committee

RECOMMENDATIONS:
APPROVE and AUTHORIZE the Health Services Director, or designee, to execute on behalf of the County Contract #24-680-46 with Telecare Corporation, a corporation, in an amount not to exceed $1,088,770, to provide gero-psychiatric and subacute mental health care services for County residents with Severe and Persistent Mental Illness (SPMI), for the period July 1, 2026 through June 30, 2027.

FISCAL IMPACT:
Approval of this Contract will result in annual expenditures of up to $1,088,770 and will be funded by 66% Mental Health Realignment Funds, 22% Hospital Enterprise Fund I, and 12% County General Fund revenues.

BACKGROUND:
The County has been contracting with Telecare Corporation since July 1997 to provide gero-psychiatric services and subacute care for SPMI County residents at Contractor's Garfield Neuro-Behavioral Center, and Morton Bakar Center. This Contract is part of the Department's cost saving plan to reduce the number of high-cost State Hospital beds by developing alternative placements.

This Contract is entered into under and subject to the following legal authorities: California Government Code §§ 26227 and 31000. Health Services Personnel approved this Contract to ensure no conflicts with labor relations. Contractor currently cooperates and participates in BHSD's Quality Management Program which consists of quality improvement activities to improve the quality of care, services and member experience. These contracted services were determined to be exempt from Administrative Bulletin 600.3 solicitation requirements by the Public Works Department's Purchasing Division.

On July 8, 2025, the Board of Supervisors approved Contract #24-680-45 with Telecare Corporation, in an amount not to exceed $1,492,648, for the provision of gero-psychiatric and subacute mental health care services for SPMI County residents, for the period July 1, 2025 through June 30, 2026.

Approval of Contract #24-680-46 will allow the Contractor to continue providing gero-psychiatric and subacute mental health care services through June 30, 2027.

CONSEQUENCE OF NEGATIVE ACTION:
If this Contract is not approved, County's SPMI adults will not have access to Contractor's gero-psychiatric and

subacute care services which may result in a reduction of services and placement in higher levels of care.

1025 ESCOBAR STREET
MARTINEZ, CA 94553

CONTRA COSTA COUNTY

Staff Report

File #: 26-2471 **Agenda Date:** 6/9/2026 **Agenda #:** C.89.

To: Board of Supervisors

From: Dr. Grant Colfax, Health Services Director

Report Title: Contract Amendment #27-939-9 with Axis Community Health, Inc.

☒Recommendation of the County Administrator ☐ Recommendation of Board Committee

RECOMMENDATIONS:
APPROVE and AUTHORIZE the Health Services Director, or designee, to execute on behalf of the County Contract Amendment #27-939-9 with Axis Community Health, Inc., a non-profit corporation, effective July 1, 2026, to amend Contract #27-939-8, to include a pay for performance (P4P) incentive to continue providing Primary Care Physician (PCP) and other specialty medical services for Contra Costa Health Plan (CCHP) members and County recipients with no change in the payment limit of $3,000,000 and no change in the term ending June 30, 2028.

FISCAL IMPACT:
Approval of this Contract Amendment will not impact the payment limit of $3,000,000 and will remain budgeted by the department and funded 100% by CCHP Enterprise Fund II revenues. (Additional rate)

BACKGROUND:
CCHP has an obligation to provide certain PCP and other specialty medical services for its members under the terms of their Individual and Group Health Plan membership Contracts with the County. This Contract is entered into under and subject to the following legal authorities: California Government Code §§ 26227 and 31000; Health and Safety Code § 1451. Health Services Personnel approved this Contract to ensure no conflicts with labor relations. This Contractor has been a part of the CCHP Provider Network providing PCP services as a Federally Qualified Health Center (FQHC) facility and fostering a deep understanding of the CCHP organization's mission, values, and long-term objectives since July, 2014.

Contractor currently cooperates and participates in CCHP's Quality Management Program which consists of quality improvement activities to improve the quality of care, services and member experience. Cooperation includes collection and evaluation of performance measurement data and participation in the organization's clinical and service measure Quality Improvement Programs. Per Administrative Bulletin 600.3 CCHP Physician services are exempt from solicitation requirements

On July 22, 2025, the Board of Supervisors approved Contract #27-939-8 with Axis Community Health, Inc., in an amount not to exceed $3,000,000, for the provision of PCP and other specialty medical services for CCHP members and County recipients for the period July 1, 2025 through June 30, 2028.

Approval of Contract Amendment #27-939-9 will allow the Contractor to include the PCP incentive to continue

to provide services for CCHP members and County recipients through June 30, 2028.

CONSEQUENCE OF NEGATIVE ACTION:
If this Contract Amendment is not approved, certain specialized PCP and other specialty medical services for CCHP members under the terms of their Individual and Group Health Plan membership Contract with the County will not be provided and services may be delayed.

1025 ESCOBAR STREET
MARTINEZ, CA 94553

CONTRA COSTA COUNTY

Staff Report

File #: 26-2472 **Agenda Date:** 6/9/2026 **Agenda #:** C.90.

To: Board of Supervisors

From: Dr. Grant Colfax, Health Services Director

Report Title: Agreement #23-651-3 with Health Career Connection, Inc.

☒Recommendation of the County Administrator ☐ Recommendation of Board Committee

RECOMMENDATIONS:
APPROVE and AUTHORIZE the Health Services Director, or designee, to execute on behalf of the County Agreement #23-651-3 with Health Career Connection, Inc., a non-profit corporation, in an amount not to exceed $90,000 annually, to provide Contractor's public health and healthcare interns with professional educational experience in health care management practices at Contra Costa Regional Medical Center (CCRMC), Contra Costa Health Centers, and Health Services Administration to benefit County patients, effective upon execution of the Contract and for successive one year terms thereafter until terminated by either party.

FISCAL IMPACT:
Approval of this Agreement will result in expenditures of up to $90,000 annually and is funded 100% by County General Fund.

BACKGROUND:
This internship program between Health Career Connection, Inc. and the County is intended as a professional educational experience for Contractor's public health and healthcare interns. It is anticipated and expected that Contractor's interns will be assigned projects and assignments that are vocational in nature and that Contractor's interns will perform assignments that are beneficial and necessary to the mission of helping patients. Contractor has recruited a number of students to participate in the internship program at county facilities, including CCRMC, Contra Costa Health Centers, and Health Services Administrative offices. Interns shall be placed with County for ten (10) weeks, during which time they shall participate in health care management and other intern activities under the training and supervision of County. This Contractor has been providing these services and fostering a deep understanding of the County's mission, values, and long-term objectives since May 2019.

Health Services Personnel approved this Contract to ensure no conflicts with labor relations. The Public Health Division and Contract Monitor Staff meet to ensure monitoring and performance measures in the contract are upheld. Per Administrative Bulletin 600.3, educational services are exempt from solicitation requirements.

On April 12, 2022, the Board of Supervisors approved Contract Agreement #23-651-2 with Health Career Connection, Inc., for the provision of public health and healthcare interns, in an amount not to exceed $7,500 per intern, for professional educational experience in health care management practices at CCRMC, Contra

Costa Health Centers, and Health Services Administration to benefit County patients for the period from April 1, 2022 until terminated by either party.

Approval of Agreement #23-651-3 will supersede and replace the prior Agreement and allow the Contractor to continue to provide public health and healthcare interns to County, commencing on the date this Agreement is executed by both parties until terminated by either party. This Agreement includes a mutual indemnification provision requiring both parties to indemnify, defend, and hold harmless each other for any claims arising out of the performance of the Agreement.

CONSEQUENCE OF NEGATIVE ACTION:
If this Agreement is not approved, County will not be able to utilize Contractor's public health and healthcare interns to gain professional educational experience and help County patients.

1025 ESCOBAR STREET
MARTINEZ, CA 94553

CONTRA COSTA COUNTY

Staff Report

File #: 26-2473 **Agenda Date:** 6/9/2026 **Agenda #:** C.91.

To: Board of Supervisors

From: Dr. Grant Colfax, Health Services Director

Report Title: Payment for Services Provided by Locumtenens.com, LLC

☒Recommendation of the County Administrator ☐ Recommendation of Board Committee

RECOMMENDATIONS:
APPROVE and AUTHORIZE the Auditor-Controller, or designee, to pay $291,454 to Locumtenens.com, LLC, for temporary physician services during peak loads, temporary absences, vacations and emergency situations where additional physician staffing is required at Contra Costa Regional Medical Center (CCRMC), Contra Costa Health Centers, and Detention Centers, for the months of October 2025 through December 2025, as recommended by the Health Services Director.

FISCAL IMPACT:
Approval of this payment will result in a one-time expenditure of up to $291,454 and will be funded 100% by Hospital Enterprise Fund I revenues.

BACKGROUND:
CCRMC has an obligation to provide medical staffing services to patients at CCRMC, Contra Costa Health Centers, and Detention Centers. Therefore, the County contracts with temporary help firms to ensure patient care is provided during peak loads, temporary absences, vacations and emergency situations where additional staffing is required. The County has been using this Contractor's temporary staffing services while fostering a deep understanding of the CCHP organization's mission, values, and long-term objectives since January 1, 2001.

This Contract is entered into under and subject to the following legal authorities: California Government Code §§ 26227 and 31000. This Contract was approved by Health Services Personnel to ensure there is no conflict with labor relations. CCRMC's Quality Management, Utilization Management and Contract Monitor Staff meet on a regular basis to ensure monitoring and performance measures in the Contract are upheld. Per Administrative Bulletin 600.3, CCRMC Physician services are exempt from Solicitation requirements.

On January 21, 2025, the Board of Supervisors approved Contract #26-395-35 with Locumtenens.com LLC, in an amount not to exceed $3,250,000, for the provision of temporary physician staffing services during peak loads, temporary absences, vacations and emergency situations where additional physician staffing is required at CCRMC, Contra Costa Health Centers, and Detention Centers, for the period January 1, 2025 through December 31, 2025. This Contract included services provided by represented classifications and the County has met its obligations with the respective labor partner(s).

On September 9, 2025, the Board of Supervisors approved Contract Amendment #26-395-36 with Locumtenens.com LLC., effective September 1, 2025, to include additional temporary physician services during peak loads, temporary absences, vacations and emergency situations where additional physician staffing is required at CCRMC, Contra Costa Health Centers, and Detention Centers with no change in the payment limit or term.

Due to an increase in temporary physician staffing services needed by Contra Costa Health, additional services were requested by the County without sufficient time to amend the Contract. Contractor provided these services in good faith, which exceeded the payment limit by $291,454.

Therefore, the County has determined that Locumtenens.com, LLC, is entitled to payment for the reasonable value of their services under the equitable relief theory of quantum meruit. That theory provides that where a person has been asked to provide services without a valid contract, and the provider does so to the benefit of the recipient, the provider is entitled to recover the reasonable value of those services. As such, the Department recommends that the Board authorize the Auditor-Controller to issue a one-time payment not to exceed $291,454 to Locumtenens.com, LLC.

CONSEQUENCE OF NEGATIVE ACTION:
If this payment is not approved, the Contractor will not be paid for services requested by HSD and provided by Contractor provided in good faith.

1025 ESCOBAR STREET
MARTINEZ, CA 94553

CONTRA COSTA COUNTY

Staff Report

File #: 26-2474 **Agenda Date:** 6/9/2026 **Agenda #:** C.92.

To: Board of Supervisors

From: Dr. Grant Colfax, Health Services Director

Report Title: Contract #76-951 with United Site Services of California, Inc.

☒Recommendation of the County Administrator ☐ Recommendation of Board Committee

RECOMMENDATIONS:
APPROVE and AUTHORIZE the Health Services Director, or designee, to execute on behalf of the County Contract #76-951 with United Site Services of California, Inc., a corporation, in an amount not to exceed $300,000, to provide portable restroom rentals, related sanitation products, and portable fencing services at Contra Costa Regional Medical Center (CCRMC) and Contra Costa Health Centers, for the period from April 1, 2026 through March 31, 2029.

FISCAL IMPACT:
Approval of this contract will result in contractual service expenditures of up to $300,000 over a three-year period and will be funded 100% by Hospital Enterprise Fund I revenues.

BACKGROUND:
The services provided by the Contractor include the provision of portable restroom units, including ADA-compliant units, handwashing and sanitation stations, related supplies, servicing and waste removal, and temporary portable fencing on an as-needed basis for CCRMC and Contra Costa Health Centers. Establishing a Contract in advance ensures timely deployment of services, maintains sanitation and site security standards, and provides a compliant, cost-controlled procurement mechanism rather than relying on emergency or ad hoc purchasing during construction projects, facility maintenance, special events, emergency response, or unexpected service disruptions.

This Contract is entered into under and subject to the following legal authorities: California Government Code §§ 26227 and 31000. This Contractor was approved by the Public Works Department's Purchasing Division through a Request for Proposal on February 12, 2026. The Contractor's service contract deliverables with regard to the portable restrooms shall include delivery, setup, regular cleaning and sanitizing, waste disposal, restocking of supplies, maintenance, emergency response, removal of units and fencing, and compliance with applicable health, safety, and environmental regulations. This Contract was approved by Contra Costa Health Personnel to ensure there is no conflict with labor relations.

Approval of this new Contract #76-951 will allow the Contractor to provide portable restroom rentals, related sanitation products, and portable fencing services through March 31, 2029.

CONSEQUENCE OF NEGATIVE ACTION:

If this contract is not approved, operations at CCRMC and Contra Costa Health Centers could be disrupted due to inadequate facilities and risk noncompliance with health and safety requirements.

1025 ESCOBAR STREET
MARTINEZ, CA 94553

CONTRA COSTA COUNTY

Staff Report

File #: 26-2475 **Agenda Date:** 6/9/2026 **Agenda #:** C.93.

To: Board of Supervisors

From: Dr. Grant Colfax, Health Services Director

Report Title: Contract Amendment #77-050-5 with San Ramon Urgent Care & Clinic

☒Recommendation of the County Administrator ☐ Recommendation of Board Committee

RECOMMENDATIONS:
APPROVE and AUTHORIZE the Health Services Director, or designee, to execute on behalf of the County Contract Amendment #77-050-5 with San Ramon Urgent Care & Clinic, effective July 1, 2026, to amend Contract #77-050-3 (as amended by Contract Amendment #77-050-4), to include a pay for performance (P4P) incentive to continue providing Primary Care Physician (PCP) services for Contra Costa Health Plan (CCHP) members and County recipients with no change in the payment limit of $1,500,000 and no change in the term ending December 31, 2027.

FISCAL IMPACT:
Approval of this Contract Amendment will not impact the payment limit of $1,500,000 funded 100% by CCHP Enterprise Fund II revenues. (Additional rates)

BACKGROUND:
CCHP has an obligation to provide certain PCP services for its members under the terms of their Individual and Group Health Plan membership Contracts with the County. This Contractor has been a part of the CCHP Provider Network providing these services and fostering a deep understanding of the CCHP organizations mission, values, and long-term objectives since January 1, 2017. This Contract is entered into under and subject to the following legal authorities: California Government Code §§ 26227 and 31000; Health and Safety Code § 1451. Health Services Personnel approved this contract to ensure no conflicts with labor relations. Contractor currently cooperates with and participates in CCHP's Quality Management Program which consists of quality improvement activities to improve the quality of care and services and member experience. Cooperation includes collection and evaluation of performance measurement data and participation in the organization's clinical and service measure Quality Improvement Programs. Per Administrative Bulletin 600.3 CCHP physician services are exempt from solicitation requirements.

On December 3, 2024, the Board of Supervisors approved Contract #77-050-3 with San Ramon Urgent Care & Clinic, in an amount not to exceed $1,500,000, for the provision of PCP services for CCHP members and County recipients, for the period January 1, 2025 through December 31, 2027.

On October 7, 2025 the Board of Supervisors approved Contract Amendment #77-050-4 with San Ramon Urgent Care & Clinic, effective January 1, 2026, to meet the regulatory mandate of Department of Health Care Services (DHCS) and Center for Medicare and Medicaid Services (CMS), to implement a Dual Eligible Special

Needs Plan (D-SNP) with no change in payment limit of $1,500,000 or term.

Approval of Contract Amendment #77-050-5 will allow the Contractor to include the P4P incentive to continue to provide PCP services for CCHP members and County recipients through December 31, 2027.

CONSEQUENCE OF NEGATIVE ACTION:
If this Contract Amendment is not approved, certain PCP services for CCHP will not be provided and may cause a delay in services to CCHP members.

1025 ESCOBAR STREET
MARTINEZ, CA 94553

CONTRA COSTA COUNTY

Staff Report

File #: 26-2476 **Agenda Date:** 6/9/2026 **Agenda #:** C.94.

To: Board of Supervisors

From: Dr. Grant Colfax, Health Services Director

Report Title: Contract Amendment #27-743-9 with Herculean Babies Pediatrics

☒Recommendation of the County Administrator ☐ Recommendation of Board Committee

RECOMMENDATIONS:
APPROVE and AUTHORIZE the Health Services Director, or designee, to execute on behalf of the County Contract Amendment #27-743-9 with Herculean Babies Pediatrics, a corporation, effective July 1, 2026, to amend Contract #27-743-8 to include a pay for performance (P4P) incentive to continue providing pediatric primary care physician (PCP) services for Contra Costa Health Plan (CCHP) members and County recipients with no change in the payment limit of $750,000 and no change in the term ending February 28, 2027.

FISCAL IMPACT:
Approval of this Contract Amendment will not impact the payment limit of $750,000 and will remain budgeted by the department and funded 100% by CCHP Enterprise Fund II revenues. (Additional rates)

BACKGROUND:
CCHP has an obligation to provide certain pediatric PCP services for its members under the terms of their Individual and Group Health Plan membership Contracts with the County. This Contractor has been a part of the CCHP Provider Network providing these services and fostering a deep understanding of the CCHP organizations mission, values, and long-term objectives since March 1, 2008. This Contract is entered into under and subject to the following legal authorities: California Government Code §§ 26227 and 31000; Health and Safety Code § 1451. Health Services Personnel approved this Contract to ensure no conflicts with labor relations. Contractor currently cooperates with and participates in CCHP's Quality Management Program which consists of quality improvement activities to improve the quality of care and services and member experience. Cooperation includes collection and evaluation of performance measurement data and participation in the organization's clinical and service measure Quality Improvement Programs. Per Administrative Bulletin 600.3, CCHP Physician Services are exempt from solicitation requirements.

On February 27, 2024, the Board of Supervisors approved Contract #27-743-8 with Herculean Babies Pediatrics, in an amount not to exceed $750,000, for the provision of pediatric PCP services for CCHP members and County recipients, for the period January 1, 2024 through December 31, 2027.

Approval of Contract Amendment #27-743-9 will allow the Contractor to include the P4P incentive to continue to provide pediatric PCP services for CCHP members and County recipients through February 28, 2027.

CONSEQUENCE OF NEGATIVE ACTION:

If this Contract Amendment is not approved, certain pediatric PCP services for CCHP members under the terms of their Individual and Group Health Plan membership Contracts with the County will not be provided and may cause a delay in services to CCHP members.

1025 ESCOBAR STREET
MARTINEZ, CA 94553

CONTRA COSTA COUNTY

Staff Report

File #: 26-2477 **Agenda Date:** 6/9/2026 **Agenda #:** C.95.

To: Board of Supervisors

From: Dr. Grant Colfax, Health Services Director

Report Title: Contract Amendment #27-351-10 with Pittsburg-Antioch Medical Group, A Professional Corporation

☒Recommendation of the County Administrator ☐ Recommendation of Board Committee

RECOMMENDATIONS:
APPROVE and AUTHORIZE the Health Services Director, or designee, to execute on behalf of the County Contract Amendment #27-351-10 with Pittsburg-Antioch Medical Group, A Professional Corporation, (dba Springhill Medical Group), effective July 1, 2026, to amend Contract #27-351-8 (as amended by Contract Amendment #27-351-9), to include a pay for performance (P4P) incentive to continue providing Primary Care Physician (PCP) and other medical specialty services including cardiology, neurology, pulmonary and endocrinology services for Contra costa Health Plan (CCHP) members and County recipients with no change in the payment limit of $9,000,000 and no change in the term ending June 30, 2027.

FISCAL IMPACT:
Approval of this Contract Amendment will not impact the payment limit of $9,000,000 and will remain budgeted by the department and funded 100% by CCHP Enterprise Fund II revenues. (Additional rates)

BACKGROUND:
CCHP has an obligation to provide certain specialized health care services for its members under the terms of their Individual and Group Health Plan membership Contracts with the County. This Contractor has been a part of the CCHP Provider Network providing PCP and other medical specialty services while fostering a deep understanding of the CCHP organizations mission, values, and long-term objectives since July 1, 2013. This Contract is entered into under and subject to the following legal authorities: California Government Code §§ 26227 and 31000; Health and Safety Code § 1451. Health Services Personnel approved this Contract to ensure no conflicts with labor relations. Contractor currently cooperates and participates in CCHP's Quality Management Program which consists of quality improvement activities to improve the quality of care, services and member experience. Cooperation includes collection and evaluation of performance measurement data and participation in the organization's clinical and service measure Quality Improvement Programs. Per Administrative Bulletin 600.3, CCHP Physician services are exempt from solicitation requirements.

On July 9, 2024, the Board of Supervisors approved Contract #27-351-8 with Pittsburg-Antioch Medical Group, A Professional Corporation, (dba Springhill Medical Group), in an amount not to exceed $9,000,000, for the provision of PCP, and other medical specialty services for CCHP members and County recipients, for the period July 1, 2024 through June 30, 2027.

On October 7, 2025 the Board of Supervisors approved Contract Amendment #27-351-9 with Pittsburg-Antioch Medical Group, A Professional Corporation, (dba Springhill Medical Group), effective January 1, 2026 to meet the regulatory mandate of Department of Health Care Services (DHCS) and Center for Medicare and Medicaid Services (CMS), to implement a Dual Eligible Special Needs Plan (D-SNP) with no change in payment limit of $9,000,000 or term.

Approval of Contract Amendment #27-351-10 will allow the Contractor to include the P4P incentive to continue to provide PCP, and other medical specialty services for CCHP members and County recipients through June 30, 2027.

CONSEQUENCE OF NEGATIVE ACTION:
If this Contract Amendment is not approved, certain PCP and other medical specialty services for CCHP will not be provided and may cause a delay in services to CCHP members.

1025 ESCOBAR STREET
MARTINEZ, CA 94553

CONTRA COSTA COUNTY

Staff Report

File #: 26-2478 **Agenda Date:** 6/9/2026 **Agenda #:** C.96.

To: Board of Supervisors

From: Dr. Grant Colfax, Health Services Director

Report Title: Agreement Modification #78-047-1 with Advocates for Human Potential, Inc.

☒Recommendation of the County Administrator ☐ Recommendation of Board Committee

RECOMMENDATIONS:
APPROVE and AUTHORIZE the Health Services Director, or designee, to execute on behalf of the County Agreement Modification #78-047-1 with Advocates for Human Potential, Inc., to amend Agreement #78-047, to modify the statement of work to decrease budgeted infrastructure spending and increase the amount applied directly to program operations for the Behavioral Health Bridge Housing (BHBH) Program, with no change in the amount payable to the County of $20,488,722 or term ending June 30, 2027.

FISCAL IMPACT:
Approval of this Agreement Modification has no fiscal impact.

BACKGROUND:
In September 2022, the BHBH Program was signed into law under Assembly Bill (AB) 179 (Ting, Chapter 249, Statues of 2022) to provide immediate housing and treatment needs for people experiencing homelessness who have serious behavioral health conditions.

The BHBH Program compliments significant capital funding from the State intended to create housing and treatment settings such as Homekey, Community Care Expansion, the Behavioral Health Continuum Infrastructure Project and the Care Act by providing funding for operational costs and services. The Health Services Department's Behavioral Health Division will coordinate efforts with the Health Housing and Homeless Division and other interested County Departments. This Agreement allows for additional staff including a project coordinator, housing navigation specialists, and subcontracts for board and care services and sober living environment providers.

On November 7, 2023, the Board of Supervisors approved Agreement #78-047 with Advocates for Human Potential, Inc., in an amount payable to the County not to exceed $20,488,722 for the County to provide housing and treatment for homeless individuals who have serious behavioral health conditions for the period June 23, 2023 through June 30, 2027. The Agreement includes a provision requiring County to indemnify and hold harmless Advocates for Human Potential, Inc. and the Department of Health Care Services for any claims arising out of the performance of the Agreement.

Approval of Agreement Modification #78-047-1 will allow County and Advocates for Human Potential, Inc. to modify the statement of work to decrease the budgeted infrastructure spending and increase the amount applied

directly to program operations through June 30, 2027.

CONSEQUENCE OF NEGATIVE ACTION:
If this Agreement Modification is not approved, the Agreement will not reflect the needed budget reallocations.

1025 ESCOBAR STREET
MARTINEZ, CA 94553

CONTRA COSTA COUNTY

Staff Report

File #: 26-2479 **Agenda Date:** 6/9/2026 **Agenda #:** C.97.

To: Board of Supervisors

From: Dr. Grant Colfax, Health Services Director

Report Title: Contract Amendment/Extension #74-304-18 with Fred Finch Youth Center

☒Recommendation of the County Administrator ☐ Recommendation of Board Committee

RECOMMENDATIONS:
APPROVE and AUTHORIZE the Health Services Director, or designee, to execute on behalf of the County Contract Amendment/Extension #74-304-18 with Fred Finch Youth Center, a non-profit corporation, effective June 30, 2026, to amend Contract #74-304-17, to increase the payment limit by $243,709, from $477,861 to an amount not to exceed $721,570, and to extend the termination date from June 30, 2026 to December 31, 2026, to provide additional Behavioral Health Services Act (BHSA) Full Service Partnership (FSP) program services for Transitional Age Youth (TAY) with Serious Mental Illness (SMI).

FISCAL IMPACT:
Approval of this Contract Amendment/Extension will result in additional expenditures of up to $243,709 and will be funded 100% by BHSA revenues. Beginning July 1, 2026, the Mental Health Services Act (MHSA) funding fully transitions to the BHSA to reflect full implementation and oversight required under California Proposition 1, approved by voters in March 2024, which modernizes MHSA by renaming it the BHSA and redirecting funding to support building a comprehensive, integrated, and unified behavioral health system statewide. (No rate increase)

BACKGROUND:
This Contract meets the social needs of County's population by providing BHSA-FSP services, including providing community-based services, personal services coordination, medication support, crisis intervention, and other mental health services to eligible youth and young adults ages 16 to 25 with SMI in Contra Costa County. The Contractor has been providing these services and fostering a deep understanding of our organization's mission, value, and long-term objectives since March 2007.

This Contract is entered into under and subject to the following legal authorities: California Government Code §§ 26227 and 31000. The Behavioral Health's Quality Management, Utilization Management and Contract Monitor Staff meet on a regular basis to ensure monitoring and performance measures in the contract are upheld. This Contract was approved by Health Services Personnel to ensure there is no conflict with labor relations. This Contractor was selected under the MHSA 2025/2026 update to the MHSA three-year plan, approved by the Board of Supervisors on June 24, 2025

On October 21, 2025, the Board of Supervisors approved Contract #74-304-17 with Fred Finch Youth Center, in an amount not to exceed $477,861, for the provision of BHSA-FSP services for TAY with SMI for the period

July 1, 2025 through June 30, 2026.

Approval of Contract Amendment/Extension #74-304-18 will allow the Contractor to provide additional BHSA -FSP services to TAY with SMI through December 31, 2026.

CONSEQUENCE OF NEGATIVE ACTION:
If this Contract Amendment/Extension is not approved, TAY with SMI requiring BHSA-FSP program services will have reduced access to Contractor's mental health services.

CHILDREN'S IMPACT STATEMENT:
This program supports the following Board of Supervisors' community outcomes: "Families that are Safe, Stable, and Nurturing"; and "Communities that are Safe and Provide a High Quality of Life for Children and Families". Expected program outcomes include an increase in positive social and emotional development as measured by the Child and Adolescent Functional Assessment Scale (CAFAS).

1025 ESCOBAR STREET
MARTINEZ, CA 94553

CONTRA COSTA COUNTY

Staff Report

File #: 26-2480 **Agenda Date:** 6/9/2026 **Agenda #:** C.98.

To: Board of Supervisors

From: Dr. Grant Colfax, Health Services Director

Report Title: Grant Award #29-393-42 from the California Department of Public Health, Tuberculosis Control Branch

☒Recommendation of the County Administrator ☐ Recommendation of Board Committee

RECOMMENDATIONS:
APPROVE and AUTHORIZE the Health Services Director, or designee, to accept grant funding and execute on behalf of the County Grant Award #29-393-42 from the California Department of Public Health, Tuberculosis Control Branch, to pay the County an amount not to exceed $323,428 to support the County's Tuberculosis (TB) Control Program and provide TB control and prevention services, for the period from July 1, 2026 through June 30, 2027.

FISCAL IMPACT:
This Grant Award will result in up to $323,428 in funding from the California Department of Public Health, Tuberculosis Control Branch, for fiscal year 2026-2027. No County match required.

BACKGROUND:
The Health Services Department's Public Health Division maintains a TB Control Program, which serves all reported TB patients and their contacts in Contra Costa County. Outreach services are provided to reach the "Hard-to Reach" people with TB and those at high risk. The TB control staff work within the Communicable Disease Section in collaboration with the HIV/AIDS Program, Substance Abuse Programs, Contra Costa Regional Medical Center and Contra Costa Health Centers, and providers throughout the County. This grant has been awarded to Contra Costa County since 1990.

On June 10, 2025, the Board of Supervisors approved Grant Award #29-393-41 with the California Department of Public Health, TB Control Branch, to pay the County an amount not to exceed $324,647 for prevention and tuberculosis control services for the period July 1, 2025 through June 30, 2026.

Acceptance of this Grant Award #29-393-42 will allow the Department to continue to expand its TB prevention and control activities which are essential to decreasing TB transmission, prevent the development of drug resistant TB, and cure TB patients through June 30, 2027. This grant funding is subject to the California Department of Public Health, Tuberculosis Control Branch's FY 2026-2027 Tuberculosis Control Local Assistance Funds Standards and Procedures Manual, which sets forth the standards, procedures, and conditions for receipt of TB local assistance funds and requires the County to indemnify, defend, and save harmless the State from any and all claims arising from the County's performance of any activities related to the Award.

CONSEQUENCE OF NEGATIVE ACTION:
If this Grant Award is not approved, the County will not receive funds to continue identifying and treating Contra Costa County residents who have active TB and ensure that they complete appropriate therapy.

1025 ESCOBAR STREET
MARTINEZ, CA 94553

CONTRA COSTA COUNTY

Staff Report

File #: 26-2481 **Agenda Date:** 6/9/2026 **Agenda #:** C.99.

To: Board of Supervisors

From: Dr. Grant Colfax, Health Services Director

Report Title: Contract #74-571-12 with Psynergy Programs, Inc.

☒Recommendation of the County Administrator ☐ Recommendation of Board Committee

RECOMMENDATIONS:
APPROVE and AUTHORIZE the Health Services Director, or designee, to execute on behalf of the County Contract #74-571-12 with Psynergy Programs, Inc., a corporation, in an amount not to exceed $862,860, to provide residential care services to adults diagnosed with Serious Mental Illness (SMI) and Serious and Persistent Mental Illness (SPMI), for the period July 1, 2026 through June 30, 2027.

FISCAL IMPACT:
Approval of this Contract will result in annual budgeted expenditures of up to $862,860 and will be funded 100% by Behavioral Health Services Act (BHSA) revenues. Beginning July 1, 2026, the Mental Health Services Act (MHSA) funding fully transitions to the BHSA to reflect full implementation and oversight required under California Proposition 1, approved by voters in March 2024, which modernizes MHSA by renaming it the BHSA and redirecting funding to support building a comprehensive, integrated, and unified behavioral health system statewide.

BACKGROUND:
This Contract meets the social needs of County's population by providing community-based residential care services focusing on adults diagnosed with SMI and SPMI who are stepping down from the Institutes for Mental Diseases (IMD) levels of care and transitioning back into the community. This Contractor has been providing these services since September 2018.

This Contract is entered into under and subject to the following legal authorities: California Government Code §§ 26227; California Code of Regulations, Title 9, Section 523 et seq.; California Welfare and Institutions Code Section (5600 et. seq., known as The Bronzan-McCorquodale Act). The Behavioral Health's Quality Management, Utilization Management and Contract Monitor staff meet on a regular basis to ensure monitoring and performance measures in the Contract are upheld. This Contract was approved by Health Services Personnel to ensure there is no conflict with labor relations. This Contractor was selected under the BHSA 2025/2026 update to the BHSA three-year plan, approved by the Board of Supervisors on June 24, 2025.

On June 24, 2025, the Board of Supervisors approved Contract #74-571-11 with Psynergy Programs, Inc., in an amount not to exceed $917,500, for the provision of residential care services to adults diagnosed with SMI and SPMI, for the period July 1, 2025 through June 30, 2026.

Approval of Contract #74-571-12 will allow the Contractor to continue providing residential care services through June 30, 2027.

CONSEQUENCE OF NEGATIVE ACTION:
If this Contract is not approved, there will be fewer residential care services available for adults diagnosed with SMI or SPMI as the County solicits and engages an alternative Contractor.

1025 ESCOBAR STREET
MARTINEZ, CA 94553

CONTRA COSTA COUNTY

Staff Report

File #: 26-2482 **Agenda Date:** 6/9/2026 **Agenda #:** C.100.

To: Board of Supervisors

From: Dr. Grant Colfax, Health Services Director

Report Title: Contract #24-681-53(8) with Crestwood Behavioral Health, Inc.

☒Recommendation of the County Administrator ☐ Recommendation of Board Committee

RECOMMENDATIONS:
APPROVE and AUTHORIZE the Health Services Director, or designee, to execute on behalf of the County Contract #24-681-53(8) with Crestwood Behavioral Health, Inc., a corporation, in an amount not to exceed $6,194,415, to provide augmented board and care services for adults with mental illness in Contra Costa County for the period July 1, 2026 through June 30, 2027.

FISCAL IMPACT:
Approval of this Contract will result in annual contractual service expenditures of up to $6,194,415 and will be funded 100% by Behavioral Health Services Act (BHSA) revenues. Beginning July 1, 2026, the Mental Health Services Act (MHSA) funding fully transitions to the BHSA to reflect full implementation and oversight required under California Proposition 1, approved by voters in March 2024, which modernizes MHSA by renaming it the BHSA and redirecting funding to support building a comprehensive, integrated, and unified behavioral health system statewide.

BACKGROUND:
This Contract meets the social needs of the County's population by augmenting room and board and providing twenty-four-hour emergency residential care and supervision to eligible adults with mental illness, who are specifically referred by the County's Behavioral Health Program Staff. Adult residential services for psychiatric clients require stringent accreditation and compliance standards, as well as licenses and regulatory approvals that a limited number of providers possess. This Contractor has been a part of the County's Provider Network providing these services and fostering a deep understanding of the CCHP's organization, mission, values, and long-term objectives since December 2000.

This Contract is entered into under and subject to the following legal authorities: California Government Code §§ 26227; California Code of Regulations, Title 9, Section 523 et seq.; California Welfare and Institutions Code Section 5600 et. seq (known as The Bronzan-McCorquodale Act). This Contract was approved by Health Services Personnel to ensure there is no conflict with labor relations. The Behavioral Health's Quality Management, Utilization Management and Contract Monitor staff meet on regular basis to ensure monitoring and performance measures in the contract are upheld. These contracted services were determined to be exempt from Administrative Bulletin 600.3 solicitation requirements by the Public Works Department's Purchasing Division.

On July 22, 2025, the Board of Supervisors approved Contract #24-681-53(7) with Crestwood Behavioral Health, Inc., in an amount not to exceed $6,440,060 to provide augmented board and care services for the period July 1, 2025 through June 30, 2026.

Approval of Contract #24-681-53(8) will allow the Contractor to continue providing augmented board and care services through June 30, 2027.

CONSEQUENCE OF NEGATIVE ACTION:
If this Contract is not approved, the Contractor will not be able to provide augmented board and care services to adults with mental illness in Contra Costa County which could result in increased wait times for services.

1025 ESCOBAR STREET
MARTINEZ, CA 94553

CONTRA COSTA COUNTY

Staff Report

File #: 26-2483 **Agenda Date:** 6/9/2026 **Agenda #:** C.101.

To: Board of Supervisors

From: Dr. Grant Colfax, Health Services Director

Report Title: Grant Award #29-265-40 with the California Department of Public Health

☒Recommendation of the County Administrator ☐ Recommendation of Board Committee

RECOMMENDATIONS:
APPROVE and AUTHORIZE the Interim Health Services Director, or designee, to accept Grant Award #29-265-40 from the California Department of Public Health (CDPH), to pay the County an amount not to exceed $14,930,834 for County's Public Health Maternal and Child Health (FMCH) program to support improving the health and well-being of vulnerable women, infants, children, and families in Contra Costa County for the period from July 1, 2026 through June 30, 2029.

FISCAL IMPACT:
Approval of this Grant Award will result in an amount not to exceed $14,930,834 for Fiscal Years 2026-2029 from CDPH. No County match is required.

BACKGROUND:
The FMCH program within the Public Health Division is dedicated to improving the health and well-being of vulnerable women, infants, children, and families in Contra Costa County. FMCH administers evidence-based programs that provide education, resources, and supportive services during pregnancy and throughout the early years of a child's life. Collectively, these programs aim to strengthen maternal health, promote healthy birth outcomes, and reduce health inequities across communities.

FMCH oversees several core programs, including Maternal, Child and Adolescent Health (MCAH), Black Infant Health (BIH), the Perinatal Equity Initiative (PEI), the Adolescent Family Life Program (AFLP), and the Maternal, Infant, and Early Childhood Home Visiting Program (MIECHV). These programs support pregnant women, new and young mothers, and families with young children, with particular emphasis on improving birth outcomes in African American communities and other populations disproportionately impacted by adverse maternal and child health indicators.

Families participating in these programs may receive targeted assistance such as health education, parenting support, nutritional resources, transportation, emergency aid, and essential items needed to care for themselves and their children. FMCH's work also encompasses several sub-programs and specialized initiatives, including Prenatal Care Guidance, Sudden Infant Death Syndrome (SIDS) prevention and support, infant mortality monitoring, the Community Oral Health Program, the Nurse Family Partnership (NFP), and the Comprehensive Perinatal Services Program (CPSP).

Contra Costa County has received funding from CDPH to support these public health programs since 1985. Continued funding enables the County to sustain and enhance services that protect maternal and child health, address persistent inequities, and strengthen the overall health of families throughout the region.

Approval of Grant Award #29-265-40 will allow County to continue to receive funds for County's public health programs through June 30, 2029.

CONSEQUENCE OF NEGATIVE ACTION:
If this Grant Award is not approved, County will experience a loss or interruption of critical funding that supports the County's FMCH programs. Without this funding, Contra Costa Health would be unable to sustain several essential evidence-based services that provide education, resources, and support to vulnerable pregnant women, infants, young children, and families.

1025 ESCOBAR STREET
MARTINEZ, CA 94553

CONTRA COSTA COUNTY

Staff Report

File #: 26-2484 **Agenda Date:** 6/9/2026 **Agenda #:** C.102.

To: Board of Supervisors

From: Dr. Grant Colfax, Health Services Director

Report Title: Contract Amendment/Extension #25-098-4 Contra Costa Interfaith Transitional Housing, Inc. (dba Hope Solutions)

☒Recommendation of the County Administrator ☐ Recommendation of Board Committee

RECOMMENDATIONS:
APPROVE and AUTHORIZE the Health Services Director, or designee, to execute on behalf of the County Contract Amendment/Extension #25-098-4 with Contra Costa Interfaith Transitional Housing, Inc. (dba Hope Solutions), a non-profit corporation, effective February 1, 2026, to amend Contract #25-098-3, to increase the payment limit by $439,624, from $145,000, to an amount not to exceed $584,624, and to extend the termination date from June 30, 2026 to June 30, 2027, to add rapid rehousing services in addition to homelessness prevention services for individuals who are at risk of or currently experiencing homelessness and referred by the Employment and Human Services Department‘s (EHSD) Housing Disability Advocacy Program (HDAP).

FISCAL IMPACT:
Approval of this Contract Amendment/Extension will result in additional expenditures of up to $439,624 and will be funded 100% by EHSD Housing Disability Advocacy Program grant funds. (No rate increase)

BACKGROUND:
This Contract meets the social needs of County’s population by providing rapid rehousing and homeless prevention services to Contra Costa County individuals experiencing homelessness or at risk of homelessness. Contractor will provide these services to individuals approved by EHSD’s HDAP program. EHSD will approve individuals who meet HDAP criteria and appear eligible to receive Social Security Income (SSI), Social Security Disability Income (SSDI), Veterans benefits, or Cash Assistance Program for Immigrants (CAPI). Contractor will house up to seventy-nine (79) homeless individuals referred by EHSD and assessed as having potential eligibility to any of the SSI/SSDI, veterans, or CAPI benefits.

This Contract is entered into under and subject to the following legal authorities: California Government Code § 26227 and 31000. This Contract was approved by Health Services Personnel to ensure there is no conflict with labor relations. The Health, Housing and Homeless Services Division (H3) Contract Monitoring staff meet on a regular basis to ensure monitoring of performance measures set forth in the contract are upheld. The request for proposal (RFP) was posted on December 15, 2023 and closed on January 31, 2024. This Contractor was selected through the RFP process on May 15, 2024.

In May 2022, the Purchasing Services Manager approved and executed Contract #25-098-3 with Contra Costa Interfaith Transitional Housing, Inc. (dba Hope Solutions), in an amount not to exceed $145,000, to provide

rapid re-housing and homelessness prevention services to individuals who are experiencing homelessness or are at risk for homelessness and referred by EHSD's HDAP, for the period from October 1, 2025 through June 30, 2026.

Approval of Contract Amendment/Extension #25-098-4 will allow the Contractor to add rapid rehousing services in addition to homelessness prevention services for individuals who are at risk of or currently experiencing homelessness and referred by EHSD through June 30, 2027. This Contract delay is due to the Division not receiving the Interagency Agreement for the HDAP grant allocation until April 6, 2026.

CONSEQUENCE OF NEGATIVE ACTION:
If this Contract Amendment/Extension is not approved, homeless individuals will not have access to Contractor's rapid rehousing and homelessness prevention services.

1025 ESCOBAR STREET
MARTINEZ, CA 94553

CONTRA COSTA COUNTY

Staff Report

File #: 26-2485 **Agenda Date:** 6/9/2026 **Agenda #:** C.103.

To: Board of Supervisors

From: Dr. Grant Colfax, Health Services Director

Report Title: Contract #23-836-1 with Virtusa Corporation

☒Recommendation of the County Administrator ☐ Recommendation of Board Committee

RECOMMENDATIONS:
APPROVE and AUTHORIZE the Health Services Director, or designee, to execute on behalf of the County Contract #23-836-1 with Virtusa Corporation, a corporation, in an amount not to exceed $91,234, to provide core healthcare metric data collection and reporting software for regulatory compliance at Contra Costa Regional Medical Center (CCRMC) for the period from January 1, 2026, through December 31, 2027.

FISCAL IMPACT:
This Contract will result in contractual service expenditures of up to $91,234 over a 2-year period and will be funded 100% by Hospital Enterprise Fund I revenues.

BACKGROUND:
This Contract meets the needs of the County by providing a data collection and reporting Software as a Service (SaaS) that will be utilized by CCRMC in submitting data to the Centers for Medicare & Medicaid Services (CMS) and the Joint Commission (TJC). The SaaS will assist CCRMC in meeting CMS Hospital Inpatient and Outpatient Quality Reporting Programs, Inpatient Psychiatric Facility Quality Reporting Program, as well as TJC ORYX reporting requirements.

This Contractor was approved by the Public Works Department's Purchasing Division on February 10, 2026, as a sole source. CCRMC's Quality Management, Utilization Management and Contract Monitor Staff meet on a regular basis to ensure monitoring and performance measures in the Contract are upheld. This Contract was approved by Health Services Personnel to ensure there is no conflict with labor relations.

Under this new County Contract #23-836-1, the Parties will execute Software as a Service (SaaS) Agreement, for the implementation of Virtusa CareDiscovery Quality Measures, administration, and use of the platform, giving the County right to access and use the SaaS. Under the Contract, Contractor's liability is limited to an amount not to exceed the amount paid by the County in the twelve months preceding such claim except for breaches of Protected Health Information (PHI), which limits vendor's maximum liability to $1,000,000. The Division is requesting a retroactive effective date for this Contract due to delays cause by negotiations between the parties.

Approval of this new Contract #23-836-1 allows the Contractor to provide its data collection and reporting software services through December 31, 2027.

CONSEQUENCE OF NEGATIVE ACTION:
If this Contract is not approved, County will not have access to the Contractor's data collection and reporting software and CCRMC will be out of compliance with regulatory agencies.

1025 ESCOBAR STREET
MARTINEZ, CA 94553

CONTRA COSTA COUNTY

Staff Report

File #: 26-2486 **Agenda Date:** 6/9/2026 **Agenda #:** C.104.

To: Board of Supervisors

From: Dr. Grant Colfax, Health Services Director

Report Title: Contract Amendment/Extension #74-526-18 with EMBRACE

☒Recommendation of the County Administrator ☐ Recommendation of Board Committee

RECOMMENDATIONS:
APPROVE and AUTHORIZE the Health Services Director, or designee, to execute on behalf of the County Contract Amendment/Extension #74-526-18 with EMBRACE, a non-profit corporation, effective June 30, 2026, to amend Contract #74-526-17, to increase the payment limit by $269,437, from $528,308 to an amount not to exceed $797,745, and to extend the termination date from June 30, 2026 to December 31, 2026, to provide additional non-Medi-Cal mental health services and training to Behavioral Health Services Division (BHSD) staff in Functional Family Therapy (FFT) and Multisystemic Therapy (MST) services for Seriously Emotionally Disturbed (SED) youth involved with the juvenile justice system and their families.

FISCAL IMPACT:
Approval of this Contract Amendment/Extension will result in additional expenditures of up to $269,437 and will be funded 66% by Probation Non-Medi-Cal funds and 34% by Mental Health Realignment revenues. (No rate increase)

BACKGROUND:
This Contract meets the social needs of County's population by providing community-based mental health services, including individual, group, and family counseling, assessment, case management, and rehabilitation support services to SED youth who are involved in the Juvenile Justice System. Contractor has been a longstanding partner in treating Contra Costa clients and fostering a deep understanding of our organization's mission, value, and long-term objectives since July 2016.

This Contract is entered into under and subject to the following legal authorities: Welfare and Institutions Code, § 5600 et seq. (The Bronzan-McCorquodale Act); California Code of Regulations ("CCR"), Title 9, § 523 et seq. (Community Mental Health Services) and California Government Code §§ 26227 and 31000. This Contract was approved by Health Services Personnel to ensure there is no conflict with labor relations. The Behavioral Health's Quality Management, Utilization Management and Contract Monitor Staff meet on a regular basis to ensure monitoring and performance measures in the contract are upheld. Per Administrative Bulletin 600.3 the Department has posted a continuous Request for Qualifications and maintains a current qualified list of vendors at all times.

On July 22, 2025, the Board of Supervisors approved Contract #74-526-17 with EMBRACE, in an amount not to exceed $528,308, for the provision non-Medi-Cal mental health services and training to BHSD staff in FFT

and MST services for SED youth involved with the juvenile justice system and their families for the period July 1, 2025 through June 30, 2026.
Approval of Contract Amendment/Extension #74-526-18 will allow the Contractor to provide additional services through December 31, 2026.

CONSEQUENCE OF NEGATIVE ACTION:
If this Contract Amendment/Extension is not approved, BHSD staff will not have the proper training and SED youth will not have access to mental health services, which may result in a reduction of services and placement in higher levels of care.

CHILDREN'S IMPACT STATEMENT:
This program supports the following Board of Supervisors' community outcomes: "Children Ready For and Succeeding in School"; "Families that are Safe, Stable, and Nurturing"; and "Communities that are Safe and Provide a High Quality of Life for Children and Families". Expected program outcomes include an increase in positive social and emotional development as measured by the Child and Adolescent Functional Assessment Scale (CAFAS).

1025 ESCOBAR STREET
MARTINEZ, CA 94553

CONTRA COSTA COUNTY

Staff Report

File #: 26-2500 **Agenda Date:** 6/9/2026 **Agenda #:** C.105.

To: Board of Supervisors

From: Dr. Grant Colfax, Health Services Director

Report Title: Agreement Delegating Hazardous Materials Administration And Enforcement to the Contra Costa County Fire Protection District

☒Recommendation of the County Administrator ☐ Recommendation of Board Committee

RECOMMENDATIONS:
Acting as the County Board of Supervisors:
APPROVE and AUTHORIZE the Health Services Director or designee to enter into an agreement with the Fire Chief or designee delegating County administration and enforcement of the six statewide environmental and emergency response programs regarding hazardous materials, collectively known as the Certified Unified Program Agency ("CUPA"), as well as the County's industrial safety ordinance ("ISO").

Acting as the Fire District Board of Directors:
APPROVE and AUTHORIZE the Fire Chief or designee to enter into an agreement with the Contra Costa County Health Department delegating County administration and enforcement of the six statewide environmental and emergency response programs regarding hazardous materials, collectively known as the Certified Unified Program Agency ("CUPA"), as well as the County's industrial safety ordinance ("ISO").

FISCAL IMPACT:
There is no fiscal impact for this action. No monetary consideration is being paid by the County or Fire Protection District.

BACKGROUND:
On December 4th, 1995, the Board of Supervisors authorized the County Health Officer to submit Contra Costa County's application to become the CUPA. The county designated the Health Services Department as the Administering Agency of the CUPA for all of Contra Costa County on or effective December 17, 1985.

The original CUPA application was submitted to CalEPA in late 1995/early 1996. A public hearing was held on October 23, 1996, to discuss the County's intention to become the CUPA for all of Contra Costa County. On December 31, 1996, CalEPA issued a letter to Contra Costa County certifying the County as the CUPA effective January 1, 1997.

The Hazardous Materials Programs ("HMP") has historically been housed within the Contra Costa Health Department ("CCH") and has been administering and enforcing CUPA responsibilities since 1997, which, pursuant to Cal Health & Saf Code §§ 25505 et seq, include (1) hazardous materials business planning; (2) underground storage tank regulation; (3) above ground petroleum storage regulation; (4) hazardous waste

permitting; (5) California accidental release prevention (CalARP), and; (5) hazardous materials management planning . Over the last 29 years, HMP has cultivated a robust organization and the staffing required to adapt to the changes in the CUPA programs and additional regulations. The transition to the District keeps the programs and staffing intact.

On March 28, 2000, the Board adopted what is known today as the Industrial Safety Ordinance (Chapter 450-8) ("ISO"). This was driven by incidents in Contra Costa County at industrial chemical, petrochemical, and oil industry facilities that prompted the consideration of reviews, inspections, and audits that supplement existing federal and state safety programs and the imposition of additional safety measures to protect public health and safety from accidental releases. The Contra Costa County Department of Health ("CCH") was given authority to implement and enforce the ISO which was done by the HMP. Over the last 26 years, the CCH HMP has staffed a dedicated team of engineers to implement and enforce the ISO.

On June 24, 2025, the Contra Costa County Board of Supervisors approved the transition of the HMP from Contra Costa Health (CCH) to the Contra Costa County Fire Protection District ("the District"). Upon transition, it is necessary for the County to delegate ISO and CUPA enforcement authority to the District so that HMP may continue to implement and enforce these necessary hazardous materials regulations to ensure public safety and health.

Upon approval from the Board of Supervisors to transition the hazardous materials programs to the District, HMP and the District contacted CalEPA to engage in the proper process to amend the CUPA application to reflect delegation of CUPA administration and enforcement by the County to the District.

CONSEQUENCE OF NEGATIVE ACTION:
Administration and enforcement of the CUPA and ISO will remain exclusively with CCH notwithstanding the Board of Supervisors' prior approval to transition this program to the Contra Costa County Fire Protection District.

AGREEMENT BETWEEN CONTRA COSTA COUNTY AND THE CONTRA COSTA COUNTY FIRE PROTECTION DISTRICT FOR THE DELEGATION OF SERVICES RELATED TO THE CERTIFIED UNIFIED PROGRAM AGENCY AND THE CONTRA COSTA COUNTY INDUSTRIAL SAFETY ORDINANCE

This Agreement is entered into by and between Contra Costa County ("County"), a political subdivision of the State of California, and Contra Costa County Fire Protection District ("District"), a fire protection district formed under the Fire Protection District Law of 1987 (Health and Safety Code Sections 13801 et seq.) and governed by the Board of Supervisors of the County of Contra Costa as its Board of Directors, collectively referred to as the "Parties", for the delegation of services related to the Certified Unified Program Agency and the Contra Costa County Industrial Safety Ordinance.

Recitals

WHEREAS, on December 31, 1996, the California Environmental Protection Agency designated Contra Costa County as the Certified Unified Program Agency ("CUPA") for the County pursuant to Health and Safety Code section 25404 and related law, effective January 1, 1997;

WHEREAS, the County's CUPA Program protects the public from hazardous waste and hazardous materials;

WHEREAS, the County implements six program elements in the Unified Hazardous Waste and Hazardous Materials Management Regulatory Program ("Unified Program") within the County;

WHEREAS, the County wishes to delegate certain administrative, operational, inspection, and enforcement activities relating to portions of the CUPA and related regulatory programs to District;

WHEREAS, the Contra Costa County Board of Supervisors has adopted the Contra Costa County Industrial Safety Ordinance, codified in Chapter 450-8 of the Contra Costa County Ordinance Code (the "Industrial Safety Ordinance" or the "ISO"), to enhance the prevention of accidental releases of hazardous materials and to protect public health, safety, and the environment;

WHEREAS, Contra Costa County wishes to delegate administration and enforcement responsibilities under the Industrial Safety Ordinance to the Contra Costa County Fire Protection District;

WHEREAS, the District possesses expertise, personnel, and operational capabilities necessary to perform such delegated functions; and

WHEREAS, the County intends to retain exclusive legislative authority to establish and impose regulatory fees by ordinance or resolution, while authorizing the District to administer, collect, receive, and retain such fees in connection with performance of delegated services.

The recitals of this Agreement are incorporated into the body of this Agreement by reference.

* * *

NOW, THEREFORE, in consideration of the above, the County and District agree as follows:

1) Scope of Delegated Services

1.1 **Delegated Services.**

1.1.1 **Unified Program.** County delegates to District the authority to administer, implement, manage and enforce the County's six program elements in the Unified Program within the County, as set forth in **Exhibit A**. The six Unified Program elements that are part of the County's CUPA include:

1) Hazardous Materials Release Response Plans and Inventory (Business Plan) (HSC §25500);

2) Hazardous Waste Generation and Onsite Treatment (HSC §25100);

3) Aboveground Petroleum Storage Act/Spill Prevention, Control, and Countermeasure Plan (HSC §25270);

4) Underground Storage Tanks (HSC §25280);

5) California Accidental Release Prevention Program (HSC §25531), and;

6) Hazardous Materials Management Plans and Inventory Statements under the California Fire Code.

1.1.2 **Industrial Safety Ordinance.** County delegates to District the authority to administer, implement, manage and enforce the Industrial Safety Ordinance, Chapter 450-8 ("ISO"). District is authorized to enforce the ISO pursuant to the provisions of Chapter 14-6 of the County Ordinance Code, specifically including but not limited to Article 14-6.4 (public nuisance abatement); Chapter 14-8 (criminal enforcement), as misdemeanors in infractions, and Chapter 14-12 (administrative penalties).

1.1.3 **City of Richmond Industrial Safety Ordinance**. County delegates to District the authority to enforce the City of Richmond's Industrial Safety

Ordinance (Article VI, Chapter 6.43) to the extent the city ordinance is amended to grant this authority to District.

1.2 **District Acceptance.** District accepts the delegation set forth in paragraph 1.1 above, and agrees to administer, implement, manage and enforce the Unified Program and the ISO.

2) County Retention of Legal Authority

2.1 **Retention of CUPA Status.** County shall remain the legally designated CUPA and shall retain all nondelegable statutory and regulatory authority unless expressly delegated herein.

2.2 **Exclusive Authority.** County shall retain exclusive authority to impose regulatory fees; establish fee schedules; adopt ordinances and resolutions; establish regulatory standards; and exercise legislative or policy-making authority. No provision of this Agreement authorizes District to establish, increase, decrease, or eliminate regulatory fees unless expressly authorized by County ordinance or subsequent written amendment. Further, County reserves the right to exercise any authority County determines should remain exclusively with County.

2.3 **County Oversight**. County retains ultimate oversight authority over the Unified Program and may monitor District's performance for compliance with applicable law and County policies.

3) Fee Administration and Collection

3.1 **County-Imposed Fees.** All regulatory fees collected pursuant to this Agreement shall be fees imposed by County pursuant to County ordinance or resolution. District shall implement and enforce County's fee schedule upon passage of said ordinance or resolution by County.

3.2 **Collection Authority.** County authorizes District, acting on behalf of County, to collect fees due under the Unified Program and ISO.

3.3 **Retention of Fees.** Except as otherwise required by law or this Agreement, District may retain all fees collected pursuant to this Agreement as compensation for performance of delegated services and to support administration of the Unified Program and ISO.

3.4 **Restricted Use of Fee Revenues.** District shall use retained fee revenues solely for lawful regulatory, administrative, operational, staffing, training, equipment, overhead, enforcement, emergency preparedness, and related program purposes reasonably connected to the delegated functions.

3.5 **Fee Accounting.** District shall maintain financial records sufficient to demonstrate the fees imposed; the amounts collected; expenditures of the retained revenues; and a reasonable relationship between fee revenues and program costs.

3.6 **Excess Revenues.** If either Party determines that fee revenues materially exceed lawful program costs, the Parties shall meet and confer regarding recommended fee adjustments or allocation modifications.

4) Administrative Penalties:

4.1 **Authorization re Administrative Enforcement Orders and Penalty Assessments.** District is authorized to issue and enforce Administrative Enforcement Orders and penalty assessments on behalf of the CUPA and pursuant to the ISO, and use any recovered assessments, penalties or payments received pursuant to a settlement agreement in lieu of assessments or penalties for the services described in this Agreement consistent with Chapter 6.11 of Division 20 of the Health and Safety Code. Pursuant to Health and Safety Code section 25404.1.1 and the ISO, these funds are to be used solely to fund enforcement of the CUPA statutes and ISO.

4.2 **Judgment Obtained by County.** In its sole discretion, the County may elect to apply for and receive a court judgment for an administrative penalty under Health and Safety Code section 25404.1.3. The County shall forward any funds collected by County to District under this Agreement. Pursuant to Health and Safety Code section 25404.1.1, these funds shall only be used by District solely for lawful regulatory, administrative, operational, staffing, training, equipment, overhead, enforcement, emergency preparedness, and related program purposes reasonably connected to the delegated functions.

5) Stationary Source Event List. No later than September 30, 2026, District shall implement Contra Costa County's existing list of stationary source activities and other events to be measured by each stationary source in order to evaluate the performance of process safety systems. This list is the "Event List." Each stationary source shall measure these activities and other events and document the measurements. These documented measurements are "common process safety performance indicators." No later than September 30 of each year after 2026, each stationary source will report to District the common process safety performance indicators recorded by the stationary source in the prior calendar year. District will include these common process safety performance indicators in the annual performance review and evaluation report required by Section 450-8.030 of the ISO.

6) Termination

6.1 This Agreement may be terminated by either party, in its sole discretion, by giving six months written notice of termination to the other party, and may be cancelled immediately by written mutual consent.

6.2 County, upon written notice to District, may immediately terminate this Contract should District fail to perform properly any of its obligations hereunder. In the event of such termination, County may proceed with the work in any reasonable manner it chooses.

6.3 The Parties acknowledge that the termination of this Agreement would require extensive operational adjustments for both Parties. The Parties further acknowledge that any interruption in the Unified Program or the ISO would result in risks to public welfare. Upon notice of termination by either party, the Parties will coordinate to develop a transition plan. The transition plan will include specific implementation deadlines, including any modification to the contract termination date, and will address matters including but not limited to service levels during the transition period.

7) **Effective Date**: The effective date of this Agreement is July 1, 2026.

8) **Indemnification**

8.1 **County Indemnification.** County agrees to indemnify, defend, and hold harmless District and is officers, employees, agents, and volunteers from any and all claims, actions or losses, damages, and/or liability resulting from the County's negligent acts or omissions which arise form County's performance of its obligations under this Agreement.

8.2 **District Indemnification.** District agrees to indemnify, defend and hold harmless County and its officers, employees, agents, and volunteers from any and all claims, actions, or losses, damages, and/or liability resulting the District's negligent acts or omissions which arise from District's performance of its obligations under this Agreement.

9) **Insurance**: County and District are authorized self-insured public entities for purposes of Professional Liability, General Liability, Automobile Liability and Workers' Compensation and warrant that through their respective programs of self-insurance, they have adequate insurance or resources to protect against liabilities arising out of the performance of the terms, conditions or obligations of this Agreement.

10) **Jurisdiction/Choice of Law:** This Agreement shall be governed by the laws of the State of California. Any action or proceeding between the County and District concerning the interpretation or enforcement of this Agreement, or which arises out of or is in any way connected with this Agreement, shall be instituted and tried in the appropriate state court in the County of Contra Costa, California.

11) **Records:** District must keep and make available for inspection and copying by authorized representatives of the County, the State of California, and the United States

Government, the District's regular business records and such additional records pertaining to this Agreement as may be required by the County.

11.1 **Retention of Records**: District must retain all documents pertaining to this Agreement for five years from the date of document creation; for any further period that is required by law; and until all federal/state audits are completed. Upon request, District must make these records available to authorized representatives of the County, the State of California, and the United States Government.

11.2 **Access to Books and Records of District, Subcontractor:** Pursuant to Section 1861(v)(1) of the Social Security Act, and any regulations promulgated thereunder, District must, upon written request and until the expiration of five years after the furnishing of services pursuant to this Agreement, make available to the County, the Secretary of Health and Human Services, or the Comptroller General, or any of their duly authorized representatives, this Agreement and books, documents, and records of District necessary to certify the nature and extent of all costs and charges hereunder.

Further, if District carries out any of the duties of this Agreement through a subcontract with a value or cost of $10,000 or more over a twelve-month period, such subcontract must contain a clause to the effect that upon written request and until the expiration of five years after the furnishing of services pursuant to such subcontract, the subcontractor must make available to the County, the Secretary, the Comptroller General, or any of their duly authorized representatives, the subcontract and books, documents, and records of the subcontractor necessary to verify the nature and extent of all costs and charges thereunder.

This provision is in addition to any and all other terms regarding the maintenance or retention of records under this Agreement and is binding on the heirs, successors, assigns and representatives of District.

12) **Inspection**: Contractor's performance, place of business, and records pertaining to this Contract are subject to monitoring, inspection, review and audit by authorized representatives of the County, the State of California, and the United States Government.

13) **Non-Discrimination:** District shall not unlawfully discriminate against any person or entity on the basis of race, color, ancestry, national origin, ethnic group identification, religion, creed, age, sex, gender, gender identity, gender expression, sexual orientation, marital status, disability, medical condition, genetic information, military or veteran status, or any other characteristic protected by law in carrying out the delegated services.

14) **Severability:** If any word, phrase, clause, sentence, paragraph, section, article, part or portion of this Agreement is or shall be invalid for any reason, the same shall be deemed

severable from the remainder hereof and shall in no way affect or impair the validity of this Agreement or any other portion thereof.

15) **Construction:** Since the parties or their agents have participated fully in the preparation of this Agreement, the language of this Agreement shall be construed simply, according to its fair meaning, and not strictly for or against any party.

16) **Waiver**: The waiver by a Party of any breach of any term or provision of this Agreement will not be deemed to be a waiver of such term or provision or of any subsequent breach of the same or any other term or provision contained herein.

17) **Relinquishment of Rights:** Nothing contained in this Agreement shall be construed as a relinquishment of any rights now held by the County or District.

18) **Legal Compliance:** District is subject to and must comply with all applicable federal, state, and local laws and regulations with respect to its performance under this Agreement, including but not limited to, licensing, employment, and purchasing practices; and wages, hours, and conditions of employment, including nondiscrimination.

19) **Agency**: In the performance of this Agreement, District, its agents and employees, shall act in an independent capacity and not as officers, employees, or agents of the County.

20) **Notice:** Both parties shall notify the other party in writing of any change in mailing address within ten (10) business days of the change.

All notices provided for by this Agreement must be in writing and may be delivered by email. Written notice provided pursuant to this section shall be sent to the following addresses:

County: Office of the County Administrator
Contra Costa County
County.Administrator@cao.cccounty.us

District: *Fire Chief or Designee*
Contra Costa County Fire Protection District
info@cccfpd.org

and

21) **Assignment**: This Agreement is not assignable by either party, whether in whole or in part, without the consent of the other party.

22) **Entire Agreement:** This Agreement contains all the terms and conditions agreed upon by the parties. Except as expressly provided herein, no other understanding, oral or otherwise, regarding the subject matter of this Agreement will be deemed to exist or to bind any of the parties hereto.

23) **Modification**: Both parties agree any alterations, variations, modifications, or waivers of the provisions of the Agreement, shall be valid only when reduced to writing, executed and attached to the original Agreement and approved by the person(s) authorized to do so on behalf of District and the County.

24) **Timely Performance:** Except as otherwise provided herein, if District has knowledge of any actual or potential situation that will delay or threatens to delay the timely performance of this Agreement, District shall, within twenty-four (24) hours, give notice thereof, including all relevant information with respect thereto, to the other party.

25) **Survival:** Sections 6, 8, 11 and 12 shall survive the termination of this Agreement.

26) **Execution in Counterparts:** This Agreement may be executed in any number of counterparts, each of which so executed shall be deemed to be an original, and such counterparts shall together constitute one and the same Agreement. The parties shall be entitled to sign and transmit an electronic signature of this Agreement (whether by facsimile, PDF or other email transmission), which signature shall be binding on the party whose name is contained therein. Each party providing an electronic signature agrees to promptly execute and deliver to the other party an original signed Agreement upon request.

27) **No Third-Party Rights:** Nothing in this Agreement may be construed to create, and the parties do not intend to create, any rights in third parties.

28) **Authorization:** The representatives of the Parties signing this Agreement represent and warrant that they have full power and authority to enter into this Agreement and to perform the obligations set forth herein.

IN WITNESS WHEREOF, Contra Costa County and the Contra Costa County Fire Protection District have each caused this Agreement to be subscribed by its respective duly authorized officers, on its behalf.

CONTRA COSTA COUNTY FIRE PROTECTION DISTRICT

CONTRA COSTA COUNTY

_____
_____

_____,
_____,

Dated: _____ Dated:
_____

EXHIBIT A

SUMMARY OF SCOPE & IMPLEMENTATION

District will be responsible for inspection and enforcement activities related to the following program elements:

(1) Hazardous Waste Generator (HWG) Program and onsite hazardous waste treatment activities authorized under the permit-by-rule (PBR), conditionally authorized (CA), and conditionally exempt (CE) tiers [HSC Division 20, Chapter 6.5 and California Code of Regulations (CCR), Title 22, Division 4.5];

(2) Aboveground Petroleum Storage Act (APSA)/Spill Prevention Countermeasure and Control (SPCC) Program [HSC Division 20, Chapter 6.67 and CCR Title 19, Division 1, Chapter 11];

(3) Underground Storage Tank (UST) Program [HSC Division 20, Chapter 6.7 and 23 CCR, Division 3, Chapter 16];

(4) Hazardous Materials Business Plan (HMBP) Program [HSC Division 20, Chapter 6.95, Article 1, and 19 CCR, Division 5, Chapter 1];

(5) California Accidental Release Prevention (CalARP) Program [HSC Division 20, Chapter 6.95, Article 2, and 19 CCR, Division 2, Chapter 2], and;

(6) Hazardous Materials Management Plan (HMMP) and the Hazardous Materials Inventory Statement (HMIS) requirements [HSC Division 12, Part 2, Chapter 1, and 24 CCR, Part 9, Chapter 50].

District will also enforce the following local county ordinances that provide additional oversight of the program elements mentioned above.

(1) County Ordinance Code Title 4, Chapter 450-2;

(2) County Ordinance Code Title 4, Chapter 450-6;

(3) County Ordinance Code Title 4, Chapter 450-8, and;

(4) City of Richmond Municipal Code Article VI, Chapter 6.43 to the extent the city ordinance is amended to grant this authority to District.

Consolidation of Permits

District will issue a Unified Program Consolidated Permit (Consolidated Permit) annually for all facilities subject to the regulatory programs in accordance with 27 CCR §15190. This permit combines all applicable Unified Programs onto a single permit valid for one fiscal year - from July 1 (or date of issue) to the following June 30. The Consolidated Permit includes the elements required under CCR Title 27 §15190(f).

District will use CERS-reported data and any inspection and hazardous waste generator reporting data to assess the permit fees levied on a business.

Consolidation of Fees

District will institute a "single fee system" that incorporates fees for all the Certified Unified Program Agency (CUPA) Programs. Pursuant to the 27 CCR §15210(e), the CUPA single fee system may reflect variations in the costs to implement and maintain programs across different regulated businesses.

District will follow CalEPA and CUPA Forum guidelines in the assessment, charging, collection, tracking and transmittal of Unified Program Surcharge fees. This will be done in accordance with the Contra Costa County Auditor-Controller and the Contra Costa County Fire Protection District Finance ("Finance") accounting practices and protocols. The Unified Program Surcharges include:

1. CUPA Oversight
2. APSA Surcharge
3. CalARP Surcharge
4. UST Surcharge

5. Petroleum Refinery Surcharge
6. CERS NextGen

District will incorporate the Unified Program Surcharges into the Single Fee System and charge regulated facilities accordingly.

All regulated facilities will receive a consolidated invoice (single fee) that covers all applicable programs and fees collected on behalf of the State.

The District will be authorized to assess and collect penalties as follows:

1. Nonpayment or late payment of invoiced fees: 25 percent of the applicable fee(s).
2. Filing or certifying an HMBP more than 30 days after the issuance of a 30-day Notice of Violation: 50 percent of the HMBP Fee.

1025 ESCOBAR STREET
MARTINEZ, CA 94553

CONTRA COSTA COUNTY

Staff Report

File #: 26-2487 **Agenda Date:** 6/9/2026 **Agenda #:** C.106.

To: Board of Supervisors

From: Dr. Grant Colfax, Health Services Director

Report Title: Contract #74-475-201(4) with Erin Zadrozny, LCSW (dba Soul Flow Therapeutics)

☒Recommendation of the County Administrator ☐ Recommendation of Board Committee

RECOMMENDATIONS:
APPROVE and AUTHORIZE the Health Services Director, or designee, to execute on behalf of the County Contract #74-475-201(4) with Erin Zadrozny, LCSW (dba Soul Flow Therapeutics), a sole proprietor, in an amount not to exceed $210,000, to provide Medi-Cal specialty mental health services to beneficiaries in Contra Costa County, for the period July 1, 2026 through June 30, 2028.

FISCAL IMPACT:
Approval of this Contract will result in contractual service expenditures of up to $210,000 over a two-year period and will be funded by 40% Contra Costa Health Plan Enterprise Fund II revenues, 30% Federal Medi-Cal and 30% State Mental Health Realignment funds.

BACKGROUND:
This Contract meets the social needs of County's population by providing Medi-Cal specialty mental health services for members ages eighteen (18) and over in Contra Costa County by providing assessment, testing, therapy and medication monitoring for treatment of anxiety, bipolar, depression, grief/loss, personality disorders, substance related disorders, and sexual and gender identity disorders. This Contractor has been providing these services as part of the Department's Behavioral Health Services Network since October 2025.

This Contract is entered into under and subject to the following legal authorities: California Government Code §§ 26227 and 31000; Welfare and Institutions Code § 5775 et seq.; Welfare and Institutions Code §§ 14680-14685; California Code of Regulations (CCR), Title 9 § 1810.100 et seq. This Contract was approved by Health Services Personnel to ensure there is no conflict with labor relations. The Behavioral Health's Quality Management, Utilization Management and Contract Monitor Staff meet on a regular basis to ensure monitoring and performance measures in the Contract are upheld. Per Administrative Bulletin 600.3 the Department has posted a continuous Request for Qualifications and maintains a current qualified list of vendors at all times.

In January 2025, the Purchasing Services Manager approved and executed Contract #74-475-201 with Erin Zadrozny, LCSW (dba Flow with Erin and Soul Flow Therapeutics), in an amount not to exceed $50,000, to provide Medi-Cal specialty mental health services, for the period from January 1, 2025 through June 30, 2026.

In November 2025, the Purchasing Services Manager approved and executed Contract Amendment #74-475-201(2) with Erin Zadrozny, LCSW (dba Flow with Erin, and Soul Flow Therapeutics), effective November 1,

2025, to increase the payment limit by $25,000, to an amount not to exceed $75,000, to provide additional Medi-Cal specialty mental health services to members in Contra Costa County with no change in the term.

In March 2026 the Purchasing Services Manager approved and executed Contract Amendment #74-475-201(3), (as amended by #74-475-201(2)), with Erin Zadrozny, LCSW (dba Flow with Erin, and Soul Flow Therapeutics), effective February 1, 2026, to increase the payment limit by $55,000, to a new payment limit of $130,000, to provide additional Medi-Cal specialty mental health services with no change in the term.

Approval of Contract #74-475-201(4) will allow the Contractor to continue providing Medi-Cal specialty mental health services through June 30, 2028.

CONSEQUENCE OF NEGATIVE ACTION:
If this Contract is not approved, there will be fewer mental health services available as the County solicits and engages an alternative Contractor, which could result in increased wait times for services.

1025 ESCOBAR STREET
MARTINEZ, CA 94553

CONTRA COSTA COUNTY

Staff Report

File #: 26-2488 **Agenda Date:** 6/9/2026 **Agenda #:** C.107.

To: Board of Supervisors

From: Dr. Grant Colfax, Health Services Director

Report Title: Contract #74-108-14(23) with Mary Ann Kacerguis, LMFT

☒Recommendation of the County Administrator ☐ Recommendation of Board Committee

RECOMMENDATIONS:
APPROVE and AUTHORIZE the Health Services Director, or designee, to execute on behalf of the County Contract #74-108-14(23) with Mary Ann Kacerguis, LMFT, an individual, in an amount not to exceed $325,000, to provide Medi-Cal specialty mental health services to beneficiaries in East Contra Costa County, for the period July 1, 2026 through June 30, 2028.

FISCAL IMPACT:
Approval of this Contract will result in contractual service expenditures of up to $325,000 over a two-year period and will be funded by 40% Contra Costa Health Plan Enterprise Fund II revenues, 30% Federal Medi-Cal and 30% State Mental Health Realignment funds.

BACKGROUND:
This Contract meets the social needs of County's population by providing Medi-Cal specialty mental health services for children and adolescent members in East Contra Costa County by providing assessment, testing, therapy and medication monitoring for treatment of anxiety, bipolar, depression, grief/loss, personality disorders, substance related disorders, and sexual and gender identity disorders. This Contractor has been providing these services as part of the Department's Behavioral Health Services Network since 2001.

This Contract is entered into under and subject to the following legal authorities: California Government Code §§ 26227 and 31000; Welfare and Institutions Code § 5775 et seq.; Welfare and Institutions Code §§ 14680-14685; California Code of Regulations (CCR), Title 9 § 1810.100 et seq. This Contract was approved by Health Services Personnel to ensure there is no conflict with labor relations. The Behavioral Health's Quality Management, Utilization Management and Contract Monitor Staff meet on a regular basis to ensure Monitoring and performance measures in the Contract are upheld. Per Administrative Bulletin 600.3, the Department has posted a continuous Request for Qualifications and maintains a current qualified list of vendors at all times.

On July 9, 2024, the Board of Supervisors approved Contract #74-108-14(21) with Mary Ann Kacerguis, LMFT, in an amount not to exceed $310,000, to provide Medi-Cal specialty mental health services, for the period from July 1, 2024 through June 30, 2026.

Approval of Contract #74-108-14(23) will allow the Contractor to continue providing Medi-Cal specialty mental health services through June 30, 2028.

CONSEQUENCE OF NEGATIVE ACTION:
If this Contract is not approved, there will be fewer mental health services available as the County solicits and engages an alternative Contractor, which could result in increased wait times for services.

1025 ESCOBAR STREET
MARTINEZ, CA 94553

CONTRA COSTA COUNTY

Staff Report

File #: 26-2489 **Agenda Date:** 6/9/2026 **Agenda #:** C.108.

To: Board of Supervisors

From: Dr. Grant Colfax, Health Services Director

Report Title: Contract #74-475-67(11) with Cragin Marriage and Family Therapy, A Professional Corporation

☒Recommendation of the County Administrator ☐ Recommendation of Board Committee

RECOMMENDATIONS:
APPROVE and AUTHORIZE the Health Services Director, or designee, to execute on behalf of the County Contract #74-475-67(11) with Cragin Marriage and Family Therapy, A Professional Corporation (formerly known as Anna Cragin, LMFT), in an amount not to exceed $335,000, to provide Medi-Cal specialty mental health services to beneficiaries in Contra Costa County ages thirteen (13) and older, for the period July 1, 2026 through June 30, 2028.

FISCAL IMPACT:
Approval of this Contract will result in contractual service expenditures of up to $335,000 over a two-year period and will be funded by 40% Contra Costa Health Plan Enterprise Fund II revenues, 30% Federal Medi-Cal and 30% State Mental Health Realignment funds.

BACKGROUND:
This Contract meets the social needs of County's population by providing Medi-Cal specialty mental health services for members ages thirteen and older in Contra Costa County by providing assessment, testing, therapy and medication monitoring for treatment of anxiety, bipolar, depression, grief/loss, personality disorders, substance related disorders, and sexual and gender identity disorders. This Contractor has been providing these services as part of the Department's Behavioral Health Services Network since 2017.

This Contract is entered into under and subject to the following legal authorities: California Government Code §§ 26227 and 31000; Welfare and Institutions Code § 5775 et seq.; Welfare and Institutions Code §§ 14680-14685; California Code of Regulations (CCR), Title 9 § 1810.100 et seq. This Contract was approved by Health Services Personnel to ensure there is no conflict with labor relations. The Behavioral Health's Quality Management, Utilization Management and Contract Monitor Staff meet on a regular basis to ensure monitoring and performance measures in the Contract are upheld. Per Administrative Bulletin 600.3 the Department has posted a continuous Request for Qualifications and maintains a current qualified list of vendors at all times.

On July 9, 2024, the Board of Supervisors approved Contract #74-475-67(7) with Anna Cragin, LMFT, in an amount not to exceed $250,000, to provide Medi-Cal specialty mental health services, for the period from July 1, 2024 through June 30, 2026.

On November 18, 2025, the Board of Supervisors approved Contract Amendment #74-475-67(9) with Anna

Cragin, LMFT, effective November 1, 2025, to increase the payment limit by $50,000, to an amount not to exceed $300,000, to provide additional Medi-Cal specialty mental health services to members in East Contra Costa County with no change in the term.

On May 12, 2026, the Board of Supervisors approved Contract Amendment #74-475-67(10) with Anna Cragin, LMFT, effective June 1, 2026, to increase the payment limit by $10,000 to a new payment limit of $310,000, to provide additional Medi-Cal specialty mental health services with no change in the term.

Approval of Contract #74-475-67(11) will allow the Contractor to continue providing Medi-Cal specialty mental health services, through June 30, 2028.

CONSEQUENCE OF NEGATIVE ACTION:
If this Contract is not approved, there will be fewer mental health services available as the County solicits and engages an alternative Contractor, which could result in increased wait times for services.

1025 ESCOBAR STREET
MARTINEZ, CA 94553

CONTRA COSTA COUNTY

Staff Report

File #: 26-2490 **Agenda Date:** 6/9/2026 **Agenda #:** C.109.

To: Board of Supervisors

From: Dr. Grant Colfax, Health Services Director

Report Title: Contract Amendment #76-682-7 with Regents of the University of California, on behalf of UC Davis Health

☒Recommendation of the County Administrator ☐ Recommendation of Board Committee

RECOMMENDATIONS:
APPROVE and AUTHORIZE the Health Services Director, or designee, to execute on behalf of the County Contract Amendment #76-682-7 with Regents of the University of California, on behalf of UC Davis Health, a government agency, to amend Contract #76-682-6, effective May 1, 2026, to increase the payment limit by $12,000, from $13,000 to a new payment limit of $25,000 to provide additional specialized outside laboratory testing services at Contra Costa Regional Medical Center (CCRMC) and Contra Costa Health Centers with no change in the term ending October 31, 2026.

FISCAL IMPACT:
Approval of this Contract Amendment will result in additional contractual service expenditures of up to $12,000 and will be funded 100% by Hospital Enterprise Fund I. (No rate increase)

BACKGROUND:
CCRMC and Contra Costa Health Centers have an obligation to provide laboratory testing services to patients. Therefore, the County contracts with outside laboratory testing services in order to provide testing services not available at County facilities, to ensure patient care is provided as required. This Contractor has been providing outside laboratory testing services since November 1, 2019.

This Contract is entered into under and subject to the following legal authorities: California Government Code §§ 26227 and 31000; Health and Safety Code § 1451. Health Services Personnel approved this Contract to ensure no conflicts with labor relations. CCRMC's Quality Management, Utilization Management and Contract Monitor Staff meet on a regular basis to ensure monitoring and performance measures in the Contract are upheld. Per Administrative Bulletin 600.3, intergovernmental agreements are exempt from solicitation requirements.

On March 17, 2026, the Board of Supervisors approved agenda item C.91 to execute Contract #76-682-6, with Regents of the University of California, on behalf of University of California Davis Health, in an amount not to exceed $13,000, for the provision of specialized outside laboratory testing services at CCRMC and Contra Costa Health Centers for the period November 1, 2025 through October 31, 2026. This Contract included mutual indemnification to hold harmless both parties for any claims arising out of the performance under this Contract.

Approval of Contract Amendment #76-682-7 will allow the Contractor to provide additional specialized outside laboratory testing services at CCRMC and Contra Costa Health Centers through October 31, 2026. The delay of this Contract Amendment was due to higher than anticipated increase in outside laboratory testing services needed for patient care.

CONSEQUENCE OF NEGATIVE ACTION:
If this Contract Amendment is not approved, patients requiring specialized outside laboratory testing services at CCRMC and Contra Costa Health Centers will not have access to Contractor's infectious disease testing services.

1025 ESCOBAR STREET
MARTINEZ, CA 94553

CONTRA COSTA COUNTY

Staff Report

File #: 26-2491 **Agenda Date:** 6/9/2026 **Agenda #:** C.110.

To: Board of Supervisors

From: Dr. Grant Colfax, Health Services Director

Report Title: Contract #74-475-24(14) with Isaac Burns, LMFT

☒Recommendation of the County Administrator ☐ Recommendation of Board Committee

RECOMMENDATIONS:
APPROVE and AUTHORIZE the Health Services Director, or designee, to execute on behalf of the County Contract #74-475-24(14) with Isaac Burns, LMFT, a sole proprietor, in an amount not to exceed $275,000, to provide Medi-Cal specialty mental health services to beneficiaries in East Contra Costa County ages seven (7) years and older, for the period July 1, 2026 through June 30, 2028.

FISCAL IMPACT:
Approval of this Contract will result in contractual service expenditures of up to $275,000 over a two-year period and will be funded by 40% Contra Costa Health Plan Enterprise Fund II revenues, 30% Federal Medi-Cal and 30% State Mental Health Realignment funds.

BACKGROUND:
This Contract meets the social needs of County's population by providing Medi-Cal specialty mental health services for members ages seven (7) and older in East Contra Costa County by providing assessment, testing, therapy and medication monitoring for treatment of anxiety, bipolar, depression, grief/loss, personality disorders, substance related disorders, and sexual and gender identity disorders. This Contractor has been providing these services as part of the Department's Behavioral Health Services Network since June 2015.

This Contract is entered into under and subject to the following legal authorities: California Government Code §§ 26227 and 31000; Welfare and Institutions Code § 5775 et seq.; Welfare and Institutions Code §§ 14680-14685; California Code of Regulations (CCR), Title 9 § 1810.100 et seq. This Contract was approved by Health Services Personnel to ensure there is no conflict with labor relations. The Behavioral Health's Quality Management, Utilization Management and Contract Monitor Staff meet on a regular basis to ensure monitoring and performance measures in the Contract are upheld. Per Administrative Bulletin 600.3, the Department has posted a continuous Request for Qualifications and maintains a current qualified list of vendors at all times.

In July 2024, the Purchasing Services Manager approved and executed Contract #74-475-24(11) with Isaac Burns, LMFT, in an amount not to exceed $200,000, for the provision of Medi-Cal specialty mental health services, for the period from July 1, 2024 through June 30, 2026.

On November 4, 2025, the Board of Supervisors approved Contract Amendment #74-475-24(13) with Isaac Burns, LMFT, effective November 1, 2025, to increase the payment limit by $80,000 to an amount not to

exceed $280,000 to provide additional Medi-Cal specialty mental health services to members in East Contra Costa County with no change in the term.

Approval of Contract #74-475-24(14) will allow the Contractor to continue providing Medi-Cal specialty mental health services through June 30, 2028.

CONSEQUENCE OF NEGATIVE ACTION:
If this Contract is not approved, there will be fewer mental health services available as the County solicits and engages an alternative Contractor, which could result in increased wait times for services.

1025 ESCOBAR STREET
MARTINEZ, CA 94553

CONTRA COSTA COUNTY

Staff Report

File #: 26-2492 **Agenda Date:** 6/9/2026 **Agenda #:** C.111.

To: Board of Supervisors

From: Dr. Grant Colfax, Health Services Director

Report Title: Contract Amendment/Extension #25-012-50 with Homebase

☒Recommendation of the County Administrator ☐ Recommendation of Board Committee

RECOMMENDATIONS:
APPROVE and AUTHORIZE the Health Services Director, or designee, to execute on behalf of the County Contract Amendment/Extension #25-012-50 with Homebase, a non-profit corporation, effective June 26, 2026, to amend Contract #25-012-48 (as amended by Contract Amendment/Extension #25-012-49), to increase the payment limit by $473,009, from $946,018 to an amount not to exceed $1,419,027, and to extend the termination date from June 30, 2026 to June 30, 2027, to provide additional consultation and technical assistance regarding continuum of care (CoC) planning and resource development to the Health Services Department.

FISCAL IMPACT:
Approval of this Contract Amendment/Extension will result in additional expenditures of up to $473,009 and will be funded by 87% U.S. Department of Housing and Urban Development (HUD) grant funds and 13% Medi-Cal Administrative Activities. (Rate increase)

BACKGROUND:
Homebase has been providing consultation and technical assistance to the Health Housing and Homeless Services Division with regard to HUD activities, including grant-writing services for County's McKinney-Vento application and County's CoC planning and resource development. The Contractor has been providing these services to the County since July 10, 1998. This Contract was approved by Health Services Personnel to ensure there is no conflict with labor relations. The Health, Housing and Homeless Services Division contract monitoring staff meet on a regular basis to ensure monitoring of performance measures set forth in the contract are upheld.

This Contractor has been a longstanding partner in previous projects, fostering a deep understanding of our organization's mission, values, and long-term objectives. Engaging them again will enable knowledge transfer, avoiding knowledge gaps and ensuring continuity in service delivery. Contractor understands the needs of the County and has sufficient knowledge and experience to meet contractual obligations. The Request for Qualifications (RFQ) was posted on December 21, 2023 and closed on January 31, 2024. This Contractor was selected through the RFQ process on February 29, 2024.

On July 9, 2024, the Board of Supervisors approved Contract #25-012-48 with Homebase, in an amount not to exceed $496,509 to provide consultation and technical assistance regarding CoC planning and resource

development for the period from July 1, 2024 through June 30, 2025.

On May 13, 2025, the Board of Supervisors approved Contract Amendment/Extension #25-012-49 with Homebase, effective June 1, 2025, to increase the payment limit by $449,509, from $496,509 to a new payment limit of $946,018 and to extend the termination date from June 30, 2025 to June 30, 2026 for the provision of additional consultation and technical assistance regarding CoC planning and resource development to the Health Services Department.

Approval of Contract Amendment/Extension #25-012-50 will allow the Contractor to provide additional consultation and technical assistance regarding CoC planning and resource development through June 30, 2027.

CONSEQUENCE OF NEGATIVE ACTION:
If this Contract Amendment/Extension is not approved, County will lack the capacity to apply for federal funding for homeless services, support nonprofit providers throughout the County, and ensure compliance with federal regulations.

1025 ESCOBAR STREET
MARTINEZ, CA 94553

CONTRA COSTA COUNTY

Staff Report

File #: 26-2493 **Agenda Date:** 6/9/2026 **Agenda #:** C.112.

To: Board of Supervisors

From: Dr. Grant Colfax, Health Services Director

Report Title: Contract #74-475-78(12) with Remarkable Marriage and Family Institute

☒Recommendation of the County Administrator ☐ Recommendation of Board Committee

RECOMMENDATIONS:
APPROVE and AUTHORIZE the Health Services Director, or designee, to execute on behalf of Contract #74-475-78(12) with Remarkable Marriage and Family Institute, a non-profit corporation, in an amount not to exceed $1,900,000, to provide Medi-Cal specialty mental health services to beneficiaries in Contra Costa County, for the period July 1, 2026 through June 30, 2027.

FISCAL IMPACT:
Approval of this Contract will result in contractual service expenditures of up to $1,900,000 and will be funded by 30% Federal Medi-Cal, 30% State Mental Health Realignment, and 40% Contra Costa Health Plan Enterprise Fund II revenues.

BACKGROUND:
This Contract meets the social needs of County's population by providing Medi-Cal specialty mental health services for members of all ages in Contra Costa County by providing assessment, testing, therapy and medication monitoring for treatment of anxiety, bipolar, depression, grief/loss, personality disorders, substance related disorders, and sexual and gender identity disorders. This Contractor has been providing these services as part of the Department's Behavioral Health Services Network since 2018.

This Contract is entered into under and subject to the following legal authorities: California Government Code §§ 26227 and 31000; Welfare and Institutions Code § 5775 et seq.; Welfare and Institutions Code §§ 14680-14685; California Code of Regulations (CCR), Title 9 § 1810.100 et seq. This Contract was approved by Health Services Personnel to ensure there is no conflict with labor relations. The Behavioral Health's Quality Management, Utilization Management and Contract Monitor staff meet on a regular basis to ensure monitoring and performance measures in the Contract are upheld. Per Administrative Bulletin 600.3 the Department has posted a continuous Request for Qualifications and maintains a current qualified list of vendors at all times.

On July 8, 2025, the Board of Supervisors approved Contract #74-475-78(11) with Remarkable Marriage and Family Institute, in an amount not to exceed $1,500,000, to provide Medi-Cal specialty mental health services, for the period from July 1, 2025 through June 30, 2026.

Approval of Contract #74-475-78(12) will allow the Contractor to continue providing Medi-Cal specialty mental health services through June 30, 2027.

CONSEQUENCE OF NEGATIVE ACTION:
If this Contract is not approved, there will be fewer mental health services available as the County solicits and engages an alternative Contractor, which could result in increased wait times for services.

1025 ESCOBAR STREET
MARTINEZ, CA 94553

CONTRA COSTA COUNTY

Staff Report

File #: 26-2494 **Agenda Date:** 6/9/2026 **Agenda #:** C.113.

To: Board of Supervisors

From: Dr. Grant Colfax, Health Services Director

Report Title: Contract #74-475-86(12) with Allied Medical and Consultation Services, P.C.

☒Recommendation of the County Administrator ☐ Recommendation of Board Committee

RECOMMENDATIONS:
APPROVE and AUTHORIZE the Health Services Director, or designee, to execute on behalf of the County Contract #74-475-86(12) with Allied Medical and Consultation Services, P.C., a corporation, in an amount not to exceed $1,500,000, to provide Medi-Cal specialty mental health services to beneficiaries in Contra Costa County, for the period July 1, 2026 through June 30, 2027.

FISCAL IMPACT:
Approval of this Contract will result in contractual service expenditures of up to $1,500,000 and will be funded by 30% Federal Medi-Cal, 30% State Mental Health Realignment, and 40% Contra Costa Health Plan Enterprise Fund II revenues.

BACKGROUND:
This Contract meets the social needs of County's population by providing Medi-Cal specialty mental health services for members ages 18 and over in Contra Costa County by providing assessment, testing, therapy and medication monitoring for treatment of anxiety, bipolar, depression, grief/loss, personality disorders, substance related disorders, and sexual and gender identity disorders. This Contractor has been providing these services as part of the Department's Behavioral Health Services Network since 2018.

This Contract is entered into under and subject to the following legal authorities: California Government Code §§ 26227 and 31000; Welfare and Institutions Code § 5775 et seq.; Welfare and Institutions Code §§ 14680-14685; California Code of Regulations (CCR), Title 9 § 1810.100 et seq. This Contract was approved by Health Services Personnel to ensure there is no conflict with labor relations. The Behavioral Health's Quality Management, Utilization Management and Contract Monitor Staff meet on a regular basis to ensure monitoring and performance measures in the Contract are upheld. Per Administrative Bulletin 600.3, the Department has posted a continuous Request for Qualifications and maintains a current qualified list of vendors at all times.

On July 8, 2025, the Board of Supervisors approved Contract #74-475-86(10) with Allied Medical and Consultation Services, P.C., in an amount not to exceed $900,000, to provide Medi-Cal specialty mental health services, for the period from July 1, 2025 through June 30, 2026.

On January 20, 2026, the Board of Supervisors approved Contract Amendment #74-475-86(11) with Allied Medical and Consultation Services, P.C., effective January 1, 2026, to increase the payment limit by $450,000

to a new payment limit of $1,350,000, to provide additional Medi-Cal specialty mental health services to members in Contra Costa County with no change in the term.

Approval of Contract #74-475-86(12) will allow the Contractor to continue providing Medi-Cal specialty mental health services through June 30, 2027.

CONSEQUENCE OF NEGATIVE ACTION:
If this Contract is not approved, there will be fewer mental health services available as the County solicits and engages an alternative Contractor, which could result in increased wait times for services.

1025 ESCOBAR STREET
MARTINEZ, CA 94553

CONTRA COSTA COUNTY

Staff Report

File #: 26-2495 **Agenda Date:** 6/9/2026 **Agenda #:** C.114.

To: Board of Supervisors

From: Dr. Grant Colfax, Health Services Director

Report Title: Contract #74-475-206(4) with Leslie Bess, LCSW

☒Recommendation of the County Administrator ☐ Recommendation of Board Committee

RECOMMENDATIONS:
APPROVE and AUTHORIZE the Health Services Director, or designee, to execute on behalf of the County Contract #74-475-206(4) with Leslie Bess, LCSW, a sole proprietor, in an amount not to exceed $255,000, to provide Medi-Cal specialty mental health services to beneficiaries in Contra Costa County, for the period July 1, 2026 through June 30, 2028.

FISCAL IMPACT:
Approval of this Contract will result in contractual service expenditures of up to $255,000 over a two-year period and will be funded by 40% Contra Costa Health Plan Enterprise Fund II revenues, 30% Federal Medi-Cal and 30% State Mental Health Realignment funds.

BACKGROUND:
This Contract meets the social needs of County's population by providing Medi-Cal specialty mental health services via telehealth for members ages fifteen (15) and older in Contra Costa County by providing assessment, testing, therapy and medication monitoring for treatment of anxiety, bipolar, depression, grief/loss, personality disorders, substance related disorders, and sexual and gender identity disorders. This Contractor has been providing these services as part of the Department's Behavioral Health Services Network since April 2025.

This Contract is entered into under and subject to the following legal authorities: California Government Code §§ 26227 and 31000; Welfare and Institutions Code § 5775 et seq.; Welfare and Institutions Code §§ 14680-14685; California Code of Regulations (CCR), Title 9 § 1810.100 et seq. This Contract was approved by Health Services Personnel to ensure there is no conflict with labor relations. The Behavioral Health's Quality Management, Utilization Management and Contract Monitor Staff meet on a regular basis to ensure monitoring and performance measures in the Contract are upheld. Per Administrative Bulletin 600.3, the Department has posted a continuous Request for Qualifications and maintains a current qualified list of vendors at all times.

In April 2025, the Purchasing Services Manager approved and executed Contract #74-475-206 with Leslie Bess, LCSW in an amount not to exceed $75,000, to provide Medi-Cal specialty mental health services, for the period from April 1, 2025 through June 30, 2026.

In March 2026, the Purchasing Services Manager approved and executed Contract Amendment #74-475-206(2)

with Leslie Bess, LCSW, effective February 1, 2026, to increase the payment limit by $50,000 to an amount not to exceed $125,000 to provide additional Medi-Cal specialty mental health services with no change in the term.

In May 2026, the Purchasing Services Manager approved and executed Contract Amendment #74-475-206(3) (as amended by #74-475-206(2)) with Leslie Bess, LCSW, effective May 1, 2026, to increase the payment limit by $35,000 to a new payment limit of $160,000 to provide additional Medi-Cal specialty mental health services with no change in the term.

Approval of Contract #74-475-206(4) will allow the Contractor to continue providing Medi-Cal specialty mental health services through June 30, 2028.

CONSEQUENCE OF NEGATIVE ACTION:
If this Contract is not approved, there will be fewer mental health services available as the County solicits and engages an alternative Contractor, which could result in increased wait times for services.

1025 ESCOBAR STREET
MARTINEZ, CA 94553

CONTRA COSTA COUNTY

Staff Report

File #: 26-2496 **Agenda Date:** 6/9/2026 **Agenda #:** C.115.

To: Board of Supervisors

From: Dr. Grant Colfax, Health Services Director

Report Title: Contract Amendment/Extension #25-078-8 with Shelter, Inc.

☒Recommendation of the County Administrator ☐ Recommendation of Board Committee

RECOMMENDATIONS:
APPROVE and AUTHORIZE the Health Services Director, or designee, to execute on behalf of the County Contract Amendment/Extension #25-078-8 with Shelter, Inc., a non-profit corporation, effective June 30, 2026, to amend Contract #25-078-5, as amended by Contract Amendments #25-078-6 and #25-078-7, to increase the payment limit by $1,050,000, from $10,562,492 to an amount not to exceed $11,612,492, and to extend the termination date from June 30, 2026 to September 30, 2026, to provide additional housing assistance, property management, and master leasing services to youth and adults with Severe and Persistent Mental Illness (SPMI).

FISCAL IMPACT:
Approval of this Contract Amendment/Extension will result in additional expenditures of up to $1,050,000 and will be funded 85% by Behavioral Health Services Act (BHSA) revenues and 15% by State Behavioral Health Bridge Housing Grant funds. Beginning July 1, 2026, the Mental Health Services Act (MHSA) funding fully transitions to the BHSA to reflect full implementation and oversight required under California Proposition 1, approved by voters in March 2024, which modernizes MHSA by renaming it the BHSA and redirecting funding to support building a comprehensive, integrated, and unified behavioral health system statewide. (No rate increase)

BACKGROUND:
This Contract meets the social needs of the County's population by providing support services to County residents that are homeless and have a diagnosis of SPMI or a dual-diagnosis of mental illness and substance abuse and are receiving services from Contra Costa County Behavioral Health or other approved referral agencies.

This Contract is entered into under and subject to the following legal authorities: California Government Code § 26227 and 31000. This Contract was approved by Health Services Personnel to ensure there is no conflict with labor relations. The Behavioral Health Services Division Contract Monitoring staff meet on a regular basis to ensure monitoring of performance measures set forth in the contract are upheld. This Contractor was selected under the MHSA 2025/2026 update to the MHSA three-year plan, approved by the Board of Supervisors on June 24, 2025.

On August 8, 2023, the Board of Supervisors approved Contract #25-078-5 with Shelter, Inc., in an amount not to exceed $9,030,382 for the provision of housing assistance to SPMI youth and adults, for the period from July

1, 2023 through June 30, 2026.

On February 25, 2025, the Board of Supervisors approved Contract Amendment #25-078-6 with Shelter, Inc., effective February 1, 2025, to increase the payment limit by $1,162,423 to an amount not to exceed $10,192,805 to provide additional housing assistance for SPMI youth and adults with no change in the term.

On January 13, 2026, the Board of Supervisors approved Contract Amendment #25-078-7 with Shelter, Inc., effective September 1, 2025, to increase the payment limit by $369,687 to an amount not to exceed $10,562,492 to provide additional housing assistance for SPMI youth and adults with no change in the term.

Approval of Contract Amendment/Extension #25-078-8 will allow Contractor to provide additional housing assistance, property management, and master leasing services through September 30, 2026.

CONSEQUENCE OF NEGATIVE ACTION:
If this Contract Amendment/Extension is not approved, SPMI youth and adults will not receive housing assistance services they need, putting them at risk for remaining homeless and requiring higher levels of care for mental illness and/or substance abuse.

CHILDREN'S IMPACT STATEMENT:
This program supports the following Board of Supervisors' community outcomes: "Families that are Safe, Stable, and Nurturing"; and "Communities that are Safe and Provide a High Quality of Life for Children and Families". Expected program outcomes include an increase in positive social and emotional development as measured by the Child and Adolescent Functional Assessment Scale (CAFAS).

1025 ESCOBAR STREET
MARTINEZ, CA 94553

CONTRA COSTA COUNTY

Staff Report

File #: 26-2497 **Agenda Date:** 6/9/2026 **Agenda #:** C.116.

To: Board of Supervisors

From: Dr. Grant Colfax, Health Services Director

Report Title: Contract #74-341-99(11) with Hugo Gonzales Therapy Inc

☒Recommendation of the County Administrator ☐ Recommendation of Board Committee

RECOMMENDATIONS:
APPROVE and AUTHORIZE the Health Services Director, or designee, to execute on behalf of the County Contract #74-341-99(11) with Hugo Gonzales Therapy Inc, a corporation, in an amount not to exceed $365,000, to provide Medi-Cal specialty mental health services to beneficiaries in Contra Costa County, for the period July 1, 2026 through June 30, 2028.

FISCAL IMPACT:
Approval of this Contract will result in contractual service expenditures of up to $365,000 over a two-year period and will be funded by 40% by Contra Costa Health Plan Enterprise Fund II revenues, 30% Federal Medi -Cal and 30% State Mental Health Realignment funds.

BACKGROUND:
This Contract meets the social needs of County's population by providing Medi-Cal specialty mental health services for members of all ages in Contra Costa County by providing assessment, testing, therapy and medication monitoring for treatment of anxiety, bipolar, depression, grief/loss, personality disorders, substance related disorders, and sexual and gender identity disorders. This Contractor has been providing these services as part of the Department's Behavioral Health Services Network since July 2014.

This Contract is entered into under and subject to the following legal authorities: California Government Code §§ 26227 and 31000; Welfare and Institutions Code § 5775 et seq.; Welfare and Institutions Code §§ 14680-14685; California Code of Regulations (CCR), Title 9 § 1810.100 et seq. The Behavioral Health's Quality Management, Utilization Management and Contract Monitor staff meet on a regular basis to ensure monitoring and performance measures in the Contract are upheld. This Contract was approved by Health Services Personnel to ensure there is no conflict with labor relations. Per Administrative Bulletin 600.3, the Department has posted a continuous Request for Qualifications and maintains a current qualified list of vendors at all times.

On July 9, 2024, the Board of Supervisors approved Contract #74-341-99(9) with Hugo Gonzalez Therapy Inc, in an amount not to exceed $350,000, for the provision of Medi-Cal specialty mental health services, for the period from July 1, 2024 through June 30, 2026.

Approval of Contract #74-341-99(11) will allow the Contractor to continue providing Medi-Cal specialty mental health services through June 30, 2028.

CONSEQUENCE OF NEGATIVE ACTION:
If this Contract is not approved, there will be fewer mental health services available as the County solicits and engages an alternative Contractor, which could result in increased wait times for services.

1025 ESCOBAR STREET
MARTINEZ, CA 94553

CONTRA COSTA COUNTY

Staff Report

File #: 26-2498 **Agenda Date:** 6/9/2026 **Agenda #:** C.117.

To: Board of Supervisors

From: Dr. Grant Colfax, Health Services Director

Report Title: Contract Amendment #27-864-15 with Datastat, Inc.

☒Recommendation of the County Administrator ☐ Recommendation of Board Committee

RECOMMENDATIONS:
APPROVE and AUTHORIZE the Health Services Director, or designee, to execute on behalf of the County Contract Amendment #27-864-15 with Datastat, Inc., a corporation, effective April 1, 2026, to amend Contract #27-864-13, to increase the payment limit by $200,000, from $405,000 to a new payment limit of $605,000, and include the Dual Eligible Special Needs Plan (D-SNP) obligations and requirements and add survey types for additional Consumer Assessment of Healthcare Provider and Systems (CAHPS) surveys to Contra Costa Health Plan (CCHP) members and County recipients, with no change in the term ending November 30, 2027.

FISCAL IMPACT:
Approval of this Contract Amendment will result in additional contractual service expenditures of up to $200,000 as budgeted by the department and funded 100% by CCHP Enterprise Fund II revenues. (Additional Rates)

BACKGROUND:
Datastat, Inc. is a National Committee for Quality Assurance (NCQA) certified survey research group who will conduct the CAHPS adult Medi-Cal survey project. The survey will be part of the NCQA Healthcare Effectiveness Data Information Set (HEDIS) accreditation program for CCHP. HEDIS reporting is a requirement of health plans per NCQA and the Centers for Medicare and Medicaid (CMS) for use in health plan accreditation, Star Ratings, and regulatory compliance. CCHP has contracted with Datastat, Inc. since January 1, 2012.

This Contract Amendment is entered into under and subject to the following legal authorities: California Government Code §§ 26227 and 31000; Health and Safety Code § 1451. Health Services Personnel approved this Contract to ensure no conflicts with labor relations. Contractor currently cooperates with and participates in CCHP's Quality Management Program which consists of quality improvement activities to improve the quality of care, services, and member experience. Cooperation includes the collection and evaluation of performance measurement data and participation in the organization's clinical and service measure Quality Improvement Programs.

The nature of the CAHPS survey services needed is complex and requires seamless coordination, integration and collaboration with existing programs and systems. This Contract Amendment will maintain comprehensive area coverage for the entire CCHP membership and meet the Knox-Keene Act time and distance mandate

required by the State of California Department of Managed Health Care (DMHC) services. This Contract Amendment will add additional survey types and provide additional CAHPS survey services to CCHP members and County recipients. This Contractor was approved by the Public Works Department's Purchasing Division on October 15, 2024.

On April 1, 2025 the Board of Supervisors approved Contract #27-864-13 with Datastat, Inc. in an amount not to exceed $405,000, for the provision of CAHPS survey services for CCHP members and County recipients for the period December 1, 2024 through November 30, 2027.

Approval of Contract Amendment #27-864-15 will allow the Contractor to provide additional D-SNP and CAHPS survey services to CCHP members and County recipients through November 30, 2027. This Contract was delayed due to extended negotiations of contract rates by Division.

CONSEQUENCE OF NEGATIVE ACTION:
If this Contract Amendment is not approved, CCHP will not be in compliance with Center for Medicare and Medicaid Services (CMS) Network adequacy regulatory requirements, the survey data will not be available and CCHP will not obtain HEDIS accreditation which is required per NCQA and CMS for use in health plan accreditation, Star Ratings, and regulatory compliance.

1025 ESCOBAR STREET
MARTINEZ, CA 94553

CONTRA COSTA COUNTY

Staff Report

File #: 26-2529 **Agenda Date:** 6/9/2026 **Agenda #:** C.118.

To: Board of Supervisors

From: Dr. Grant Colfax, Health Services Director

Report Title: Capital Asset Retirements and Removal from County Inventory

☒Recommendation of the County Administrator ☒ Recommendation of Board Committee

RECOMMENDATIONS:
AUTHORIZE the removal from accountability and the retroactive retirement of hospital capital assets totaling $6,810,499, which are no longer in service due to one or more of the following: the assets are obsolete; have reached the end of their useful life; are nonfunctional or not economically repairable; and/or have been replaced through approved capital projects, as recommended by Hospital Administration and approved by the Medical Services Joint Conference Committee on May 26, 2026.

FISCAL IMPACT:
The 333 assets proposed for retirement have a total original value of $6,810,499, with a remaining net book value of $214,749 after $6,595,750 in accumulated depreciation. Retiring these assets will streamline inventory management and improve the accuracy of the County's equipment records. This action has no cash impact; any remaining net book value will be written off in the Hospital Enterprise Fund in accordance with applicable accounting standards.

BACKGROUND:
The Hospital maintains capital equipment to support patient care and regulatory compliance. A recent reconciliation identified assets that were disposed of in prior periods but remain on record. As these assets are no longer in use and recovery is not practical, Hospital Administration recommends their removal from accountability and the County's equipment report. A detailed listing of the assets is provided in the attached report.

CONSEQUENCE OF NEGATIVE ACTION:
If the Board does not approve the discharge, disposed assets will remain on the County's equipment report, overstating capital assets and compromising the accuracy of financial reporting. This will also increase audit risk due to misalignment between physical inventory and accounting records.

Relief of Custody for Capital Assets
Equipment Report by Dept/Org
Estimated through May 26, 2026

Dept	Cost Center	Asset #	Description	Useful Life	Date Acquired	Original Cost	PO #	Forms Status	Equipment Status	Cost Center Contact Person	Accumulated Depreciation to 05/26/26	Est. NBV as of 05/26/26
1450	6977	137828	GS TI Spectrum Prem Cart	3	07/14/17	$ 14,243	08005	M-384 WITH DEPT SIGNATURE	LOST/STOLEN	Swandi Singh	14242.53	$ -
1450	6365	136728	URINALYSIS MACHINE-IRICELL 2000 PRO	10	07/24/15	$ 97,650	56332	M-384 WITH DEPT SIGNATURE	RETIRED/DISPOSED	Sam Farell	$ 97,650.00	$ -
1450	6383	136751	GYNNIE STRETCHER	10	04/11/16	$ 6,450	2465	M-384 WITH DEPT SIGNATURE	RETIRED/DISPOSED	Akiko Tennison	$ 6,449.80	$ -
1450	6410	136942	SONOSITE EDGE ULTRASOUND SYSTEM	10	12/29/15	$ 62,590	01501	M-384 WITH TI INFORMATION	TRADED IN	Yolanda Larios	$ 62,589.54	$ -
1450	6307	136819	BLADDERSCAN BVI 9400	10	12/31/15	$ 13,663	891	M-384 WITH DEPT SIGNATURE	RETIRED/DISPOSED	Melinda Elliott	$ 13,662.50	$ -
1450	6308	136820	BLADDERSCAN BVI 9400	10	12/31/15	$ 13,663	788	NO FORM	NOT FOUND/DISPOSED	Grace Ma	$ 13,662.50	$ -
0301	5702	116663	PHARMACY NIGHT CABINET	10	02/18/86	$ 8,669	8907	M-384 WITH DEPT SIGNATURE	LOST/STOLEN	Jacqueline Kidd	$ 8,669.46	$ -
0450	5775	128856	MAGNA PURE LC INSTRUMENT VIROLOGY	10	12/31/02	$ 76,534	41264	M-349 WITHOUT PW SIGNATURE	SURPLUSED	Stephanie Trammell	$ 76,533.75	$ -
0450	5775	130108	MOLECULAR LIGHT CYCLER	10	05/06/02	$ 62,381	39575	M-349 WITHOUT PW SIGNATURE	SURPLUSED	Stephanie Trammell	$ 62,381.25	$ -
0450	5775	131403	STERILIZER-AUTOCLAVE#3870EP	10	01/19/05	$ 13,067	7973	M-349 WITHOUT PW SIGNATURE	SURPLUSED	Stephanie Trammell	$ 13,066.73	$ -
0450	5775	134736	FREEZER CHEST REVCO ELITE	15	10/23/96	$ 8,420	12563	M-349 WITHOUT PW SIGNATURE	SURPLUSED	Stephanie Trammell	$ 8,419.61	$ -
0450	5775	134737	BLOOD CULTURING INSTRUMENT	10	03/01/05	$ 11,366	7974	M-349 WITHOUT PW SIGNATURE	SURPLUSED	Stephanie Trammell	$ 11,366.25	$ -
0450	5775	135861	GENETIC ANALYZER - AVANT 3130XL	10	09/07/11	$ 151,782	37292	M-349 WITHOUT PW SIGNATURE	SURPLUSED	Stephanie Trammell	$ 151,782.00	$ -
0450	5775	138230	BIO THREAT FILMARRAY US CONFIGURATION	10	09/11/13	$ 40,715	47654	M-349 WITHOUT PW SIGNATURE	SURPLUSED	Stephanie Trammell	$ 40,714.63	$ -
0450	5869	135498	SCANNER - OPSCAN INSIGHT 4ES	10	06/15/12	$ 10,739	42076	M-384 WITH DEPT SIGNATURE	NOT FOUND/DISPOSED	Rachael Birch	$ 10,739.20	$ -
0451	0451	129398	BED-ELECTRIC	15	07/12/02	$ 6,964	40523	M-384 WITH DEPT SIGNATURE	LOST/STOLEN	Jennifer Petruzzi	$ 6,964.08	$ -
0452	5879	136237	SERVER - IBM X3650 M4 RACK MOUNT	3	08/21/14	$ 23,563	52197	NO FORM	NOT FOUND/DISPOSED	Travis Quesenberry	$ 23,563.35	$ -
0452	5887	131141	PLOTTER-HP DESIGN JET 800/820	10	06/27/06	$ 19,295	13002	M-349 WITHOUT PW SIGNATURE	SURPLUSED	Sandra Sosa-Morales	$ 19,294.73	$ -
0452	5887	134488	SCANNER-CS510 GRAPHTECH FUL COLOR PRO	3	11/08/11	$ 12,084	38808	M-349 WITHOUT PW SIGNATURE	SURPLUSED	Sandra Sosa-Morales	$ 12,084.45	$ -
0467	5954	130663	EMBOSSER -275	10	11/05/01	$ 7,066	37566	M-349 WITHOUT PW SIGNATURE	SURPLUSED	David Chong	$ 7,066.03	$ -
1450	6303	131254	DEFIBRILIATOR-HEARTSTART MRX MON	10	04/28/06	$ 8,787	12144	M-384 WITH DEPT SIGNATURE	NOT FOUND/DISPOSED	Judy Rivera	$ 8,787.36	$ -
1450	6304	131632	DEFIBRILIATOR-HEARTSTART MRX MON	10	04/28/06	$ 8,787	12144	M-384 WITH DEPT SIGNATURE	NOT FOUND/DISPOSED	Judy Rivera	$ 8,787.36	$ -
1450	6307	131630	DEFIBRILLATOR-HEARTSTART MRX MONITOR	10	04/28/06	$ 8,787	12144	M-384 WITH DEPT SIGNATURE	RETIRED/DISPOSED	Melinda Elliott	$ 8,787.36	$ -
1450	6308	125830	BED-HILL ROM TOTAL CARE SYS Sp02RT	15	10/08/02	$ 35,081	40246	NO FORM	NOT FOUND/DISPOSED	Grace Ma	$ 35,081.47	$ -
1450	6308	125831	BED-HILL ROM TOTAL CARE SYS Sp02RT	15	10/08/02	$ 35,081	40246	NO FORM	NOT FOUND/DISPOSED	Grace Ma	$ 35,081.46	$ -
1450	6308	128607	BEDS/MANUAL	10	10/22/97	$ 13,254	92704	NO FORM	NOT FOUND/DISPOSED	Grace Ma	$ 13,254.14	$ -
1450	6308	128609	BEDS/MANUAL	10	10/22/97	$ 13,254	92704	NO FORM	NOT FOUND/DISPOSED	Grace Ma	$ 13,254.14	$ -
1450	6308	128610	BEDS/MANUAL	10	10/22/97	$ 13,254	92704	NO FORM	NOT FOUND/DISPOSED	Grace Ma	$ 13,254.14	$ -
1450	6308	128762	VIRDIA INFOCNTER 8 PATIENT CAP-MONITOR	10	02/19/98	$ 13,650	92701	NO FORM	NOT FOUND/DISPOSED	Grace Ma	$ 13,650.42	$ -
1450	6308	128827	MP5 TRANSPORT MONITORS-INTELLIVUE	10	09/11/96	$ 8,430	12133	NO FORM	NOT FOUND/DISPOSED	Grace Ma	$ 8,430.24	$ -
1450	6308	131179	SPORT BED ROTATIONAL MODULE	15	06/03/04	$ 11,285	5981	NO FORM	NOT FOUND/DISPOSED	Grace Ma	$ 11,285.02	$ -
1450	6308	131256	DEFIBRILLATOR-HEARTSTART MRX MONITOR	10	04/28/06	$ 8,787	12144	NO FORM	NOT FOUND/DISPOSED	Grace Ma	$ 8,787.36	$ -
1450	6308	133284	MONITOR-VIGILANCE II #VIG2	10	04/11/07	$ 7,578	17896	NO FORM	NOT FOUND/DISPOSED	Grace Ma	$ 7,577.50	$ -
1450	6315	134739	NEWBORN HEARING SCREENER	10	02/01/08	$ 17,941	20906	M-384 WITH DEPT SIGNATURE	RETIRED/DISPOSED	Cita Richeson	$ 17,940.72	$ -
1450	6325	131255	DEFIBRILLATOR-HEARTSTART MRX MONITOR	10	04/28/06	$ 8,787	12144	M-384 WITHOUT SIGNATURE	RETIRED/DISPOSED	Cita Richeson	$ 8,787.36	$ -
1450	6329	131175	MONITOR -FETAL/MATERNAL	10	03/31/04	$ 12,598	04794	M-384 WITH DEPT SIGNATURE	RETIRED/DISPOSED	Cita Richeson	$ 12,597.97	$ -
1450	6329	134146	MONITOR-GAS ID	10	02/19/09	$ 9,135	26517	M-384 WITH DEPT SIGNATURE	RETIRED/DISPOSED	Cita Richeson	$ 9,134.73	$ -
1450	6329	134741	FETAL MONITORNING SYSTEM	10	01/21/98	$ 21,543	92701	M-384 WITH DEPT SIGNATURE	RETIRED/DISPOSED	Cita Richeson	$ 21,542.59	$ -
1450	6329	134939	MONITOR-GAS ID	10	02/19/09	$ 9,135	26517	M-384 WITH DEPT SIGNATURE	RETIRED/DISPOSED	Cita Richeson	$ 9,134.74	$ -
1450	6329	000009-C	LIGHTS HANAULEX #2004 DUO CORE	10	11/19/93	$ 10,405	63339	M-384 WITH DEPT SIGNATURE	RETIRED/DISPOSED	Cita Richeson	$ 10,404.67	$ -
1450	6330	100082	LIGHT SOURCE CLK-3 #32610	10	06/30/80	$ 8,161	0	M-384 WITH DEPT SIGNATURE	RETIRED/DISPOSED	Gino Rogers	$ 8,160.96	$ -
1450	6330	116871	LIGHT SOURCE ENDOSCOPY CLVU 20	10	05/13/91	$ 8,025	28111	M-384 WITH DEPT SIGNATURE	RETIRED/DISPOSED	Gino Rogers	$ 8,025.00	$ -
1450	6330	118286	ELECTROSURGICAL UNIT	10	07/16/91	$ 5,706	32395	M-384 WITH DEPT SIGNATURE	RETIRED/DISPOSED	Gino Rogers	$ 5,705.61	$ -
1450	6330	118289	ELECTROSURGICAL UNIT	10	07/16/91	$ 5,706	32395	M-384 WITH DEPT SIGNATURE	RETIRED/DISPOSED	Gino Rogers	$ 5,705.62	$ -
1450	6330	118531	LAPAROFLATOR HIFLOW INSUFFLATO	10	02/19/92	$ 5,164	40826	M-384 WITH DEPT SIGNATURE	RETIRED/DISPOSED	Gino Rogers	$ 5,163.52	$ -
1450	6330	118679	ELECTROHYDRAULIC LITHOTRIPTOR	10	08/03/92	$ 9,038	46336	M-384 WITH DEPT SIGNATURE	RETIRED/DISPOSED	Gino Rogers	$ 9,037.99	$ -
1450	6330	119038	EXCALIBUR CAUTERY ESU 120V	10	12/30/93	$ 6,059	64618	M-384 WITH DEPT SIGNATURE	RETIRED/DISPOSED	Gino Rogers	$ 6,059.35	$ -
1450	6330	119046	INSUFFLATOR DYO PNEUMATIC 15	10	02/03/94	$ 7,019	64753	M-384 WITH DEPT SIGNATURE	RETIRED/DISPOSED	Gino Rogers	$ 7,018.59	$ -
1450	6330	121933	BRONCHOFIBERSCOPE	10	04/05/95	$ 15,372	72941	M-384 WITH DEPT SIGNATURE	RETIRED/DISPOSED	Gino Rogers	$ 15,371.50	$ -
1450	6330	123397	ANESTHESIA ANALYZER UPGR MLTNX	10	08/05/94	$ 11,381	68421	M-384 WITH DEPT SIGNATURE	RETIRED/DISPOSED	Gino Rogers	$ 11,381.41	$ -
1450	6330	123398	ANESTHESIA ANALYZER UPGR MLTNX	10	08/05/94	$ 11,381	68421	M-384 WITH DEPT SIGNATURE	RETIRED/DISPOSED	Gino Rogers	$ 11,381.41	$ -
1450	6330	123400	ANESTHESIA ANALYZER UPGR MLTNX	10	08/05/94	$ 11,381	68421	M-384 WITH DEPT SIGNATURE	RETIRED/DISPOSED	Gino Rogers	$ 11,381.39	$ -
1450	6330	123401	ANESTHESIA ANALYZER UPGR MLTNX	10	08/05/94	$ 11,381	68421	M-384 WITH DEPT SIGNATURE	RETIRED/DISPOSED	Gino Rogers	$ 11,381.40	$ -
1450	6330	125744	TOURNIQUET SYSTEM-ZIMMER ATS 2000	10	10/14/97	$ 11,840	92703	M-384 WITH DEPT SIGNATURE	RETIRED/DISPOSED	Gino Rogers	$ 11,840.11	$ -
1450	6330	125745	TOURNIQUET SYS ZIMMER ATS 2000	10	10/14/97	$ 11,840	92703	M-384 WITH DEPT SIGNATURE	RETIRED/DISPOSED	Gino Rogers	$ 11,840.11	$ -
1450	6330	125772	STERIS SYSTEM 1	10	02/28/97	$ 93,854	14195	M-384 WITH DEPT SIGNATURE	RETIRED/DISPOSED	Gino Rogers	$ 93,854.06	$ -
1450	6330	125823	TABLE SURGICAL SKYTRON	10	07/16/97	$ 40,511	92702	M-384 WITH DEPT SIGNATURE	RETIRED/DISPOSED	Gino Rogers	$ 40,510.63	$ -
1450	6330	125824	TABLE SURGICAL SKYTRON	10	07/16/97	$ 40,511	92702	M-384 WITH DEPT SIGNATURE	RETIRED/DISPOSED	Gino Rogers	$ 40,510.63	$ -

Relief of Custody for Capital Assets
Equipment Report by Dept/Org
Estimated through May 26, 2026

Dept	Cost Center	Asset #	Description	Useful Life	Date Acquired	Original Cost	PO #	Forms Status	Equipment Status	Cost Center Contact Person	Accumulated Depreciation to 05/26/26	Est. NBV as of 05/26/26
1450	6330	127229	ELECTROSURGICAL UNIT CON MED	10	10/16/97	$ 7,946	92721	M-384 WITH DEPT SIGNATURE	RETIRED/DISPOSED	Gino Rogers	$ 7,945.55	$ -
1450	6330	127235	3-CHIP CAMERA SYSTEM W/STANDARD COUPLER	10	12/29/97	$ 15,740	18990	M-384 WITH DEPT SIGNATURE	RETIRED/DISPOSED	Gino Rogers	$ 15,739.71	$ -
1450	6330	127236	3-CHIP CAMERA SYSTEMW/STANDARD COUPLER	10	12/29/97	$ 15,740	18990	M-384 WITH DEPT SIGNATURE	RETIRED/DISPOSED	Gino Rogers	$ 15,739.71	$ -
1450	6330	127246	TABLE ORTHOPEDIC/CHICK LONGREN	15	12/10/97	$ 50,102	92786	M-384 WITH DEPT SIGNATURE	RETIRED/DISPOSED	Gino Rogers	$ 50,101.51	$ -
1450	6330	127247	TABLE SURGICAL/SKYTRON	15	11/26/97	$ 40,511	92702	M-384 WITH DEPT SIGNATURE	RETIRED/DISPOSED	Gino Rogers	$ 40,510.63	$ -
1450	6330	127248	TABLE SURGICAL/SKYTRON	15	11/26/97	$ 40,511	92702	M-384 WITH DEPT SIGNATURE	RETIRED/DISPOSED	Gino Rogers	$ 40,510.63	$ -
1450	6330	127249	TABLE SURGICAL/SKYTRON	15	11/26/97	$ 40,511	92702	M-384 WITH DEPT SIGNATURE	RETIRED/DISPOSED	Gino Rogers	$ 40,510.65	$ -
1450	6330	127265	TOURNIQUET ATS 2000	10	01/01/90	$ 26,989	92795	M-384 WITH DEPT SIGNATURE	RETIRED/DISPOSED	Gino Rogers	$ 26,989.36	$ -
1450	6330	127400	COLONOVIDEOSCOPE	10	07/21/98	$ 22,300	21210	M-384 WITH DEPT SIGNATURE	RETIRED/DISPOSED	Gino Rogers	$ 22,299.50	$ -
1450	6330	128612	LIGHTSOURCE/XENON 175WATTS	10	02/11/98	$ 7,644	92796	M-384 WITH DEPT SIGNATURE	RETIRED/DISPOSED	Gino Rogers	$ 7,643.92	$ -
1450	6330	128756	COAGULATOR FOR ENDOSCOPY	10	01/23/01	$ 21,321	35036	M-384 WITH DEPT SIGNATURE	RETIRED/DISPOSED	Gino Rogers	$ 21,321.29	$ -
1450	6330	129419	LIGHT SOURCE X6000 - XENON	10	07/25/03	$ 5,854	2270	M-384 WITH DEPT SIGNATURE	RETIRED/DISPOSED	Gino Rogers	$ 5,853.94	$ -
1450	6330	129420	CAMERA CONTROL UNIT -CCU	10	07/25/03	$ 8,330	2270	M-384 WITH DEPT SIGNATURE	RETIRED/DISPOSED	Gino Rogers	$ 8,329.84	$ -
1450	6330	129440	C-MOUNT HEAD COUPLER	10	07/25/03	$ 9,168	2270	M-384 WITH DEPT SIGNATURE	RETIRED/DISPOSED	Gino Rogers	$ 9,168.23	$ -
1450	6330	129441	C-MOUNT HEAD COUPLER	10	07/25/03	$ 9,168	2270	M-384 WITH DEPT SIGNATURE	RETIRED/DISPOSED	Gino Rogers	$ 9,168.23	$ -
1450	6330	129443	CAMERA C-MOUNT HEAD COUPLER	10	07/25/03	$ 9,168	2270	M-384 WITH DEPT SIGNATURE	RETIRED/DISPOSED	Gino Rogers	$ 9,168.23	$ -
1450	6330	129447	SCAPEL-HARMONIC-BUYOUT	15	01/01/90	$ 16,613	13157	M-384 WITH DEPT SIGNATURE	RETIRED/DISPOSED	Gino Rogers	$ 16,613.13	$ -
1450	6330	130618	CAMERA-C-MOUNT HEAD COUPLER	10	07/25/03	$ 9,168	2270	M-384 WITH DEPT SIGNATURE	RETIRED/DISPOSED	Gino Rogers	$ 9,168.23	$ -
1450	6330	130619	CAMERA-C-MOUNT HEAD COUPLER	10	07/25/03	$ 9,168	2270	M-384 WITH DEPT SIGNATURE	RETIRED/DISPOSED	Gino Rogers	$ 9,168.23	$ -
1450	6330	130620	CAMERA-C-MOUNT HEAD COUPLER	10	07/25/03	$ 9,168	2270	M-384 WITH DEPT SIGNATURE	RETIRED/DISPOSED	Gino Rogers	$ 9,168.23	$ -
1450	6330	130621	GASTROVIDEOSCOPE-GIF 160 VIDEO FLEX	15	05/05/03	$ 22,733	1819	M-384 WITH DEPT SIGNATURE	RETIRED/DISPOSED	Gino Rogers	$ 22,732.50	$ -
1450	6330	130622	BRONCHOSCOPE-LIGHT SOURC CLV160	15	05/05/03	$ 9,903	1819	M-384 WITH DEPT SIGNATURE	RETIRED/DISPOSED	Gino Rogers	$ 9,903.25	$ -
1450	6330	130623	BRONCHOSCOPE-VIDEO/PROCESSOR CV160	15	05/05/03	$ 22,581	1819	M-384 WITH DEPT SIGNATURE	RETIRED/DISPOSED	Gino Rogers	$ 22,580.95	$ -
1450	6330	130624	BRONCHOSCOPE-PRINTER COLOR OEP3	15	05/05/03	$ 6,464	1819	M-384 WITH DEPT SIGNATURE	RETIRED/DISPOSED	Gino Rogers	$ 6,464.15	$ -
1450	6330	130633	TOURNIQUET SYS ZIMMER ATS 2000	10	10/14/97	$ 11,840	97203	M-384 WITH DEPT SIGNATURE	RETIRED/DISPOSED	Gino Rogers	$ 11,840.12	$ -
1450	6330	130664	SYS-SAFE TRANSPOSAL FLUID WASTE	10	09/22/03	$ 24,683	2822	M-384 WITH DEPT SIGNATURE	RETIRED/DISPOSED	Gino Rogers	$ 24,682.95	$ -
1450	6330	130665	GAMMA FINDER MODEL#G100	10	08/13/03	$ 22,462	2879	M-384 WITH DEPT SIGNATURE	RETIRED/DISPOSED	Gino Rogers	$ 22,461.88	$ -
1450	6330	130715	PRINTER-SONY VIDEO UP-5600 MDU	10	02/12/98	$ 6,500	92710	M-384 WITH DEPT SIGNATURE	RETIRED/DISPOSED	Gino Rogers	$ 6,500.41	$ -
1450	6330	130716	PRINTER- SONY VIDEO UP-5600 MDU	10	02/12/98	$ 6,500	92710	M-384 WITH DEPT SIGNATURE	RETIRED/DISPOSED	Gino Rogers	$ 6,500.41	$ -
1450	6330	131177	PRINTER- SONY VIDEO UP-5600 MDU	10	02/12/98	$ 6,500	92710	M-384 WITH DEPT SIGNATURE	RETIRED/DISPOSED	Gino Rogers	$ 6,500.41	$ -
1450	6330	131235	VIDEO COLONOSCOPE PCF160AL	10	09/08/05	$ 20,453	11098	M-384 WITH DEPT SIGNATURE	RETIRED/DISPOSED	Gino Rogers	$ 20,452.76	$ -
1450	6330	131251	DEFIBRILLATOR-HEARTSTART MRX MONITOR	10	04/28/06	$ 8,787	12144	M-384 WITH DEPT SIGNATURE	RETIRED/DISPOSED	Gino Rogers	$ 8,787.36	$ -
1450	6330	135582	ENDOSCOPE-ULTRA-PRINTER	10	06/16/09	$ 18,110	28635	M-384 WITH DEPT SIGNATURE	RETIRED/DISPOSED	Gino Rogers	$ 18,110.44	$ -
1450	6330	135584	ENDOSCOPE-ULTRA-PRINTER	10	06/16/09	$ 18,110	28635	M-384 WITH DEPT SIGNATURE	RETIRED/DISPOSED	Gino Rogers	$ 18,110.44	$ -
1450	6330	135594	FORECETRAID ENERGY PLATFORM	10	09/08/09	$ 30,238	29088	M-384 WITH DEPT SIGNATURE	RETIRED/DISPOSED	Gino Rogers	$ 30,237.61	$ -
1450	6330	135595	FORECETRIAD ENERGY PLATFORM	10	09/08/09	$ 30,238	29088	M-384 WITH DEPT SIGNATURE	RETIRED/DISPOSED	Gino Rogers	$ 30,237.62	$ -
1450	6330	135602	ARTHROSCOPE SYSTEM	10	05/18/11	$ 34,399	36403	M-384 WITH DEPT SIGNATURE	RETIRED/DISPOSED	Gino Rogers	$ 34,398.97	$ -
1450	6330	135603	ARTHROSCOPE SYSTEM	10	05/18/11	$ 34,399	36403	M-384 WITH DEPT SIGNATURE	RETIRED/DISPOSED	Gino Rogers	$ 34,398.97	$ -
1450	6330	135612	LARYNGOSCOPE - COBALT SYSTEM	10	09/14/11	$ 18,786	37782	M-384 WITH DEPT SIGNATURE	RETIRED/DISPOSED	Gino Rogers	$ 18,786.43	$ -
1450	6330	135873	VIDEO COLONOSCOPE EVIS EXERA II	10	03/25/11	$ 41,853	35574	M-384 WITH DEPT SIGNATURE	RETIRED/DISPOSED	Gino Rogers	$ 41,853.32	$ -
1450	6330	135874	VIDEO COLONOSCOPE EVIS EXERA II	10	03/25/11	$ 29,464	35574	M-384 WITH DEPT SIGNATURE	RETIRED/DISPOSED	Gino Rogers	$ 29,463.81	$ -
1450	6330	000009-C	COLONOFIBERSCOPE	10	09/27/89	$ 12,353	66854	M-384 WITH DEPT SIGNATURE	RETIRED/DISPOSED	Gino Rogers	$ 12,352.50	$ -
1450	6330	000009-G	GASTRO FIBERSCOPE(MOD-GIFXQ20)	10	01/12/89	$ 12,102	61062	M-384 WITH DEPT SIGNATURE	RETIRED/DISPOSED	Gino Rogers	$ 12,101.60	$ -
1450	6330	000009-D	RILL SYSTEM OSTEON	10	08/21/90	$ 6,675	13063	M-384 WITH DEPT SIGNATURE	RETIRED/DISPOSED	Gino Rogers	$ 6,674.79	$ -
1450	6330	000009-F	IBERSCOPE INTUB. LF-1 W/ACCES	10	12/14/90	$ 5,577	17379	M-384 WITH DEPT SIGNATURE	RETIRED/DISPOSED	Gino Rogers	$ 5,577.00	$ -
1450	6330	000009-N	EPHROSCOPE FLEX PERCUTANEOUS	10	06/04/91	$ 8,357	29147	M-384 WITH DEPT SIGNATURE	RETIRED/DISPOSED	Gino Rogers	$ 8,356.60	$ -
1450	6330	000009-S	HAVER ARTHROSCOPIC SURG SYSTM	10	07/08/92	$ 8,428	47062	M-384 WITH DEPT SIGNATURE	RETIRED/DISPOSED	Gino Rogers	$ 8,428.00	$ -
1450	6330	000009-F	IBERSCOPE GASTROINTESTINAL	10	07/29/92	$ 13,531	47965	M-384 WITH DEPT SIGNATURE	RETIRED/DISPOSED	Gino Rogers	$ 13,531.25	$ -
1450	6330	000009-T	EACHING ATTACHMENT KIT	5	07/01/92	$ 5,207	47176	M-384 WITH DEPT SIGNATURE	RETIRED/DISPOSED	Gino Rogers	$ 5,206.72	$ -
1450	6330	000009-T	RANSPORT MON UTIL MODVIES	10	06/16/94	$ 8,164	64266	M-384 WITH DEPT SIGNATURE	RETIRED/DISPOSED	Gino Rogers	$ 8,164.23	$ -
1450	6330	000009-B	RONCHOFIBERSCOPE	10	04/05/95	$ 13,640	73527	M-384 WITH DEPT SIGNATURE	RETIRED/DISPOSED	Gino Rogers	$ 13,639.50	$ -
1450	6330	000009-G	ASTROINTESTINAL FIBERSCOPE	10	05/31/95	$ 11,908	74542	M-384 WITH DEPT SIGNATURE	RETIRED/DISPOSED	Gino Rogers	$ 11,907.50	$ -
1450	6330	000009-C	OLONFIBERSCOPE CF IT20L	10	05/31/95	$ 11,908	74542	M-384 WITH DEPT SIGNATURE	RETIRED/DISPOSED	Gino Rogers	$ 11,907.50	$ -
1450	6330	000009-C	MONITOR - NEUROSIGN 100 NERVE MONITOR	10	05/19/99	$ 11,338	26778	M-384 WITH DEPT SIGNATURE	RETIRED/DISPOSED	Gino Rogers	$ 11,338.42	$ -
1450	6330	000009-S	IGMOIDOSCOPE/EVIS VIDEO	10	09/30/98	$ 14,073	22211	M-384 WITH DEPT SIGNATURE	RETIRED/DISPOSED	Gino Rogers	$ 14,072.50	$ -
1450	6330	000009-S	IGMOIDOSCOPE/EVIS VIDEO	10	09/30/98	$ 14,073	22211	M-384 WITH DEPT SIGNATURE	RETIRED/DISPOSED	Gino Rogers	$ 14,072.50	$ -
1450	6330	000009-U	RETHEROPYELOSCOPE - FLEXIBLE	10	06/21/99	$ 10,862	25780	M-384 WITH DEPT SIGNATURE	RETIRED/DISPOSED	Gino Rogers	$ 10,861.59	$ -
1450	6330	000009-I	NTUBATION FIBERSCOPE	10	12/24/98	$ 7,480	25175	M-384 WITH DEPT SIGNATURE	RETIRED/DISPOSED	Gino Rogers	$ 7,479.81	$ -

Relief of Custody for Capital Assets
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Estimated through May 26, 2026

Dept	Cost Center	Asset #	Description	Useful Life	Date Acquired	Original Cost	PO #	Forms Status	Equipment Status	Cost Center Contact Person	Accumulated Depreciation to 05/26/26	Est. NBV as of 05/26/26
1450	6330	000009-C	SIGMOIDOSCOPE/EVIS VIDEO	10	09/30/98	$ 14,073	22211	M-384 WITH DEPT SIGNATURE	RETIRED/DISPOSED	Gino Rogers	$ 14,072.50	$ -
1450	6330	000009-C	HAND PIECE-NEUROSRGRY FINE TIP	10	10/10/97	$ 10,836	17529	M-384 WITH DEPT SIGNATURE	RETIRED/DISPOSED	Gino Rogers	$ 10,836.00	$ -
1450	6330	000009-C	COLONOVIDEOSCOPE WIDE IMAGE	15	01/01/90	$ 22,300	27681	M-384 WITH DEPT SIGNATURE	RETIRED/DISPOSED	Gino Rogers	$ 22,299.50	$ -
1450	6330	000009-C	HAND PIECE-NEUROSRGRY FINE TIP	10	10/10/97	$ 10,836	17529	M-384 WITH DEPT SIGNATURE	RETIRED/DISPOSED	Gino Rogers	$ 10,836.00	$ -
1450	6330	000009-C	SYSTEM - SINUS SHAVER SYSTEM	10	01/30/98	$ 5,512	92787	M-384 WITH DEPT SIGNATURE	RETIRED/DISPOSED	Gino Rogers	$ 5,512.09	$ -
1450	6330	000009-C	CYSTOSCOPE - FLEXIBLE	10	02/11/98	$ 6,604	92797	M-384 WITH DEPT SIGNATURE	RETIRED/DISPOSED	Gino Rogers	$ 6,604.16	$ -
1450	6330	000009-C	BONE CURETTE/WIREDRIVER	10	01/01/90	$ 17,693	92795	M-384 WITH DEPT SIGNATURE	RETIRED/DISPOSED	Gino Rogers	$ 17,692.84	$ -
1450	6330	000009-C	ACTIVA STARTER PACKAGE/SURGICAL EQUIPT	10	08/18/99	$ 20,042	28862	M-384 WITH DEPT SIGNATURE	RETIRED/DISPOSED	Gino Rogers	$ 20,041.56	$ -
1450	6330	000009-C	DUODENOSCOPE JF-104F	10	01/12/00	$ 21,975	30464	M-384 WITH DEPT SIGNATURE	RETIRED/DISPOSED	Gino Rogers	$ 21,974.75	$ -
1450	6330	000009-C	SCAPEL GENERATOR	20	05/16/01	$ 16,686	36114	M-384 WITH DEPT SIGNATURE	RETIRED/DISPOSED	Gino Rogers	$ 16,686.06	$ -
1450	6330	000009-C	VIDEO COLONOSCOPE	10	09/13/01	$ 23,506	37578	M-384 WITH DEPT SIGNATURE	RETIRED/DISPOSED	Gino Rogers	$ 23,506.21	$ -
1450	6334	131252	DEFIBRILLATOR-HEARTSTART MRX MONITOR	10	04/28/06	$ 8,787	12144	NO FORM	RETIRED/DISPOSED	Gino Rogers	$ 8,787.36	$ -
1450	6340	124032	CURVED ARRAY	10	06/03/96	$ 12,990	77121	M-384 WITH DEPT SIGNATURE	RETIRED/DISPOSED	Cita Richeson	$ 12,990.00	$ -
1450	6340	124044	SYSTEM-ULTRASOUND IMAGING MED	10	10/16/96	$ 11,640	12937	M-384 WITH DEPT SIGNATURE	RETIRED/DISPOSED	Cita Richeson	$ 11,640.08	$ -
1450	6340	127022	MONITOR FETAL/BEDSIDE/NEONATLE	10	10/20/97	$ 104,340	92701	M-384 WITH DEPT SIGNATURE	RETIRED/DISPOSED	Cita Richeson	$ 104,340.22	$ -
1450	6340	127023	MONITOR FETAL/BEDSIDE/NEONATAL	10	02/19/98	$ 104,340	92701	M-384 WITH DEPT SIGNATURE	RETIRED/DISPOSED	Cita Richeson	$ 104,340.22	$ -
1450	6340	127024	MONITOR FETAL/BEDSIDE/NEONATAL	10	02/19/98	$ 104,340	92701	M-384 WITH DEPT SIGNATURE	RETIRED/DISPOSED	Cita Richeson	$ 104,340.22	$ -
1450	6340	127025	MONITOR FETAL/BEDSIDE/NEONATAL	10	10/20/97	$ 104,340	92701	M-384 WITH DEPT SIGNATURE	RETIRED/DISPOSED	Cita Richeson	$ 104,340.22	$ -
1450	6340	127026	MONITOR FETAL/BEDSIDE/NEONATAL	10	10/20/97	$ 104,340	92701	M-384 WITH DEPT SIGNATURE	RETIRED/DISPOSED	Cita Richeson	$ 104,340.23	$ -
1450	6340	127027	MONITOR FETAL/BEDSIDE/NEONATAL	10	10/20/97	$ 104,340	92701	M-384 WITH DEPT SIGNATURE	RETIRED/DISPOSED	Cita Richeson	$ 104,340.23	$ -
1450	6340	127055	BEDS/BIRTHING	10	10/22/97	$ 16,004	92704	M-384 WITH DEPT SIGNATURE	RETIRED/DISPOSED	Cita Richeson	$ 16,003.69	$ -
1450	6340	127061	BEDS/BIRTHING	10	10/22/97	$ 16,004	92704	M-384 WITH DEPT SIGNATURE	RETIRED/DISPOSED	Cita Richeson	$ 16,003.69	$ -
1450	6340	128224	SYSTEM - ULTRASOUND TRANSDUCER	10	06/04/99	$ 11,726	27412	M-384 WITH DEPT SIGNATURE	RETIRED/DISPOSED	Cita Richeson	$ 11,726.00	$ -
1450	6340	128801	FETAL MONITORNING SYSTEM	10	03/28/00	$ 10,223	30470	M-384 WITH DEPT SIGNATURE	RETIRED/DISPOSED	Cita Richeson	$ 10,222.63	$ -
1450	6340	128817	SYSTEM - ULTRA SOUND	10	08/01/01	$ 17,820	37185	M-384 WITH DEPT SIGNATURE	RETIRED/DISPOSED	Cita Richeson	$ 17,820.00	$ -
1450	6340	131248	DEFIBRILIATOR-HEARTSTART MRX MON	10	04/28/06	$ 8,787	12144	M-384 WITH DEPT SIGNATURE	RETIRED/DISPOSED	Cita Richeson	$ 8,787.36	$ -
1450	6340	134730	FETAL MONITOR HP 50XM	10	09/23/98	$ 16,618	23235	M-384 WITH DEPT SIGNATURE	RETIRED/DISPOSED	Cita Richeson	$ 16,618.43	$ -
1450	6340	135510	HEARTSTART MRX MONITOR/DEFIB	10	09/30/10	$ 12,253	33767	M-384 WITH DEPT SIGNATURE	RETIRED/DISPOSED	Cita Richeson	$ 12,253.26	$ -
1450	6340	135511	HEARTSTART MRX MONITOR/DEFIB	10	09/30/10	$ 12,253	33767	M-384 WITH DEPT SIGNATURE	RETIRED/DISPOSED	Cita Richeson	$ 12,253.26	$ -
1450	6351	123389	STERALIZER STERRAD	10	01/16/97	$ 93,831	79689	M-384 WITHOUT SIGNATURE	TRADED IN	Gino Rogers	$ 93,831.30	$ -
1450	6351	127255	STERILIZATION SYSTEM\STERRAD	10	12/16/97	$ 104,283	79689	M-384 WITHOUT SIGNATURE	TRADED IN	Gino Rogers	$ 104,283.00	$ -
1450	6351	128619	DRYER/STERILE MOD #43	15	12/08/98	$ 5,782	24955	M-384 WITHOUT SIGNATURE	TRADED IN	Gino Rogers	$ 5,782.32	$ -
1450	6351	130640	SYSTEM - STERILE PROCESSING STERIS	10	11/07/02	$ 23,221	40650	M-384 WITHOUT SIGNATURE	TRADED IN	Gino Rogers	$ 23,220.93	$ -
1450	6351	134946	STERILIZER - STERIS P6500 SYSTEM 1E	10	03/15/12	$ 24,046	35977	M-384 WITHOUT SIGNATURE	TRADED IN	Gino Rogers	$ 24,046.38	$ -
1450	6351	134947	STERILIZER - STERRAD NX	10	02/16/12	$ 45,768	36290	M-384 WITHOUT SIGNATURE	TRADED IN	Gino Rogers	$ 45,768.41	$ -
1450	6351	135639	STERILIZER - STERIS P6500 SYSTEM 1E	10	03/21/12	$ 12,534	36142	M-384 WITHOUT SIGNATURE	TRADED IN	Gino Rogers	$ 12,534.24	$ -
1450	6355	131219	RADIOLOGY EQUIP-AGFA SOLO CR 25.0	10	02/25/05	$ 40,976	7602	M-349 WITHOUT PW SIGNATURE	SURPLUSED	Angela Womble	$ 40,975.91	$ -
1450	6357	130686	SYSTEM-GE PROTEUX XR-4	10	05/08/01	$ 96,849	31042	M-384 WITH DEPT SIGNATURE	LOST/STOLEN	Lea Mostella	$ 96,849.00	$ -
1450	6357	134117	ULTRASOUD LOGIQ 9	10	05/25/10	$ 108,158	32258	M-384 WITH DEPT SIGNATURE	LOST/STOLEN	Lea Mostella	$ 108,157.50	$ -
1450	6357	134731	ICAD DIGITIZER - TOTAL LOOK MAMM	10	12/23/11	$ 33,558	37725	M-384 WITH DEPT SIGNATURE	LOST/STOLEN	Lea Mostella	$ 33,557.50	$ -
1450	6364	133311	SYSTEM-TISSUE LABEL CASSETTE	10	07/23/07	$ 17,114	18747	M-349 WITHOUT PW SIGNATURE	SURPLUSED	Sam Farell	$ 17,113.90	$ -
1450	6365	118595	CABINET PURIFIER	15	06/11/92	$ 5,172	44306	M-384 WITH DEPT SIGNATURE	RETIRED/DISPOSED	Sam Farell	$ 5,172.04	$ -
1450	6365	118683	CYTOCENTRIFUGE CYTOSPIN 3	10	07/01/92	$ 5,507	46919	M-384 WITH DEPT SIGNATURE	RETIRED/DISPOSED	Sam Farell	$ 5,506.57	$ -
1450	6365	128217	CELL WASHER/SORVALL	10	12/24/98	$ 7,016	24614	M-384 WITH DEPT SIGNATURE	RETIRED/DISPOSED	Sam Farell	$ 7,016.14	$ -
1450	6365	130679	MINI VIDAS - CULTURE TEST SWAB DIMER	10	08/12/03	$ 16,400	2165	NO FORM	SURPLUSED	Sam Farell	$ 16,399.87	$ -
1450	6365	131217	ANALYZER-BECKMAN W/PRINTER	10	07/12/05	$ 33,573	9320	M-384 WITH DEPT SIGNATURE	RETIRED/DISPOSED	Sam Farell	$ 33,572.58	$ -
1450	6365	131234	FREEZER-HORIZON SERIES	10	02/01/06	$ 8,481	11673	M-384 WITH DEPT SIGNATURE	RETIRED/DISPOSED	Sam Farell	$ 8,480.52	$ -
1450	6365	133941	CENTRIFUGE SYSTEM-ALLEGRA X-22	10	07/11/07	$ 6,642	16371	NO FORM	SURPLUSED	Sam Farell	$ 6,642.20	$ -
1450	6365	135542	SPERM ANALYZER SQA VSI GOLD SYS	10	02/10/11	$ 21,404	35156	M-384 WITH DEPT SIGNATURE	RETIRED/DISPOSED	Sam Farell	$ 21,403.75	$ -
1450	6365	135547	SLIDE MAKER - UNICEL DXH SMS	10	08/10/12	$ 59,644	40784	M-384 WITH DEPT SIGNATURE	RETIRED/DISPOSED	Sam Farell	$ 59,644.32	$ -
1450	6365	135548	HEMATOLOGY SYS - UNICEL DXH800	10	08/10/12	$ 60,837	40784	M-384 WITH DEPT SIGNATURE	RETIRED/DISPOSED	Sam Farell	$ 60,837.21	$ -
1450	6373	130660	AIRTEC AUTO PROC-DENTAL EQ	10	12/18/02	$ 5,007	40672	NO FORM	RETIRED/DISPOSED	Laura Cruz	$ 5,006.56	$ -
1450	6373	134748	CHAIR - MOUNTED DENTAL UNIT MODEL#2100	10	08/05/02	$ 6,215	40664	NO FORM	RETIRED/DISPOSED	Laura Cruz	$ 6,215.49	$ -
1450	6373	134750	CHAIR - MOUNTED DENTAL UNIT MODEL#2100	10	08/05/02	$ 6,215	40664	M-384 WITH TI INFORMATION	TRADED IN	Laura Cruz	$ 6,215.49	$ -
1450	6374	133286	SYSTEM-DENTAL CHAIR 300 8273	10	07/27/07	$ 17,332	18187	M-384 WITH DEPT SIGNATURE	LOST/STOLEN	Yolanda Larios	$ 17,331.89	$ -
1450	6374	133287	SYSTEM-DENTAL CHAIR 300 8274	10	07/27/07	$ 17,332	18187	M-384 WITH DEPT SIGNATURE	LOST/STOLEN	Yolanda Larios	$ 17,331.89	$ -
1450	6374	133288	SYSTEM-DENTAL CHAIR 8272	10	07/27/07	$ 17,332	18187	M-384 WITH DEPT SIGNATURE	LOST/STOLEN	Yolanda Larios	$ 17,331.88	$ -
1450	6374	134458	DELIVERY SYSTEM - SP2000 MODEL 21	10	02/12/13	$ 8,535	42389	M-384 WITH DEPT SIGNATURE	LOST/STOLEN	Yolanda Larios	$ 8,535.36	$ -

Relief of Custody for Capital Assets
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Dept	Cost Center	Asset #	Description	Useful Life	Date Acquired	Original Cost	PO #	Forms Status	Equipment Status	Cost Center Contact Person	Accumulated Depreciation to 05/26/26	Est. NBV as of 05/26/26
1450	6374	134459	CHAIR-PELTON CRA 3002	10	02/12/13	$ 8,913	42389	M-384 WITH DEPT SIGNATURE	LOST/STOLEN	Yolanda Larios	$ 8,913.35	$ -
1450	6377	136273	MIDMARK POWER TABLE 630-010 BASE	10	12/12/14	$ 12,808	53865	M-384 WITH DEPT SIGNATURE	DAMAGED/DESTROYED	Rachael Birch	$ 12,807.50	$ -
1450	6377	136319	MOBILE DENTAL CART AMC-20-SELF CONTAINED	10	03/04/15	$ 10,042	54870	M-384 WITH DEPT SIGNATURE	DAMAGED/DESTROYED	Rachael Birch	$ 10,041.68	$ -
1450	6381	131638	DEFIBRILLATOR-HEARTSTART MRX MONITOR	10	04/28/06	$ 8,787	12144	M-384 WITH DEPT SIGNATURE	TRADED IN	Ngozi Emenalom	$ 8,787.36	$ -
1450	6383	128644	MONITORS W/BATTERIES	10	05/01/00	$ 14,411	30096	M-384 WITH DEPT SIGNATURE	RETIRED/DISPOSED	Akiko Tennison	$ 14,410.89	$ -
1450	6383	128645	MONITORS W/BATTERIES	10	05/01/00	$ 14,411	30096	M-384 WITH DEPT SIGNATURE	RETIRED/DISPOSED	Akiko Tennison	$ 14,410.89	$ -
1450	6383	130670	STRETCHER - ATLAS 660Z	10	12/03/03	$ 11,245	2120	M-384 WITH DEPT SIGNATURE	RETIRED/DISPOSED	Akiko Tennison	$ 11,245.01	$ -
1450	6383	130671	STRETCHER - GYNNIE OB/GYN	10	12/03/03	$ 6,119	2120	M-384 WITH DEPT SIGNATURE	RETIRED/DISPOSED	Akiko Tennison	$ 6,119.16	$ -
1450	6383	131250	DEFIBRILLATOR-HEARTSTART MRX MONITOR	10	04/28/06	$ 8,787	12144	M-384 WITH DEPT SIGNATURE	RETIRED/DISPOSED	Akiko Tennison	$ 8,787.36	$ -
1450	6383	131257	DEFIBRILLATOR-HEARTSTART MRX MONITOR	10	04/28/06	$ 8,787	12144	M-384 WITH DEPT SIGNATURE	RETIRED/DISPOSED	Akiko Tennison	$ 8,787.36	$ -
1450	6383	133938	STRETCHER CHAIR	15	08/12/09	$ 5,077	28628	M-384 WITH DEPT SIGNATURE	RETIRED/DISPOSED	Akiko Tennison	$ 5,076.90	$ -
1450	6383	133943	STRETCHER CHAIR	15	08/12/09	$ 5,077	28628	M-384 WITH DEPT SIGNATURE	RETIRED/DISPOSED	Akiko Tennison	$ 5,076.90	$ -
1450	6383	133944	STRETCHER CHAIR	15	08/12/09	$ 5,077	28628	M-384 WITH DEPT SIGNATURE	RETIRED/DISPOSED	Akiko Tennison	$ 5,076.91	$ -
1450	6383	133946	STRETCHER-OB-GYN GYNNIE	15	08/12/09	$ 6,001	28629	M-384 WITH DEPT SIGNATURE	RETIRED/DISPOSED	Akiko Tennison	$ 6,001.02	$ -
1450	6383	133947	STRETCHER CHAIR	15	08/12/09	$ 5,077	28628	M-384 WITH DEPT SIGNATURE	RETIRED/DISPOSED	Akiko Tennison	$ 5,076.90	$ -
1450	6383	133948	STRETCHER CHAIR	15	06/25/10	$ 5,077	28628	M-384 WITH DEPT SIGNATURE	RETIRED/DISPOSED	Akiko Tennison	$ 5,076.90	$ -
1450	6383	134118	EKG MACH TC 70-CARDIOGRAPH PAGEWRITER	10	10/14/09	$ 10,447	29988	M-384 WITH DEPT SIGNATURE	RETIRED/DISPOSED	Akiko Tennison	$ 10,447.03	$ -
1450	6383	134135	STRETCHER CHAIR	10	02/01/10	$ 5,262	30684	M-384 WITH DEPT SIGNATURE	RETIRED/DISPOSED	Akiko Tennison	$ 5,262.37	$ -
1450	6383	134136	STRETCHER CHAIR	10	02/01/10	$ 5,262	30684	M-384 WITH DEPT SIGNATURE	RETIRED/DISPOSED	Akiko Tennison	$ 5,262.37	$ -
1450	6383	134138	STRETCHER M-SERIES BIG WHL	10	02/01/10	$ 6,743	30684	M-384 WITH DEPT SIGNATURE	RETIRED/DISPOSED	Akiko Tennison	$ 6,743.40	$ -
1450	6383	134139	STRETCHER M-SERIES BIG WHL	10	02/01/10	$ 6,743	30684	M-384 WITH DEPT SIGNATURE	RETIRED/DISPOSED	Akiko Tennison	$ 6,743.40	$ -
1450	6383	134140	STRETCHER M-SERIES BIG WHL	10	02/01/10	$ 6,743	30684	M-384 WITH DEPT SIGNATURE	RETIRED/DISPOSED	Akiko Tennison	$ 6,743.40	$ -
1450	6383	134141	STRETCHER-OB-GYN GYNNIE	15	02/01/10	$ 5,790	30684	M-384 WITH DEPT SIGNATURE	RETIRED/DISPOSED	Akiko Tennison	$ 5,789.51	$ -
1450	6383	135606	ULTRASOUND SYSTEM - M-TURBO	10	01/11/12	$ 285,971	39356	M-384 WITH DEPT SIGNATURE	RETIRED/DISPOSED	Akiko Tennison	$ 285,970.90	$ -
1450	6383	135613	CART-INFOLOGIX 08 ULTRA CPU	10	05/19/09	$ 7,108	27286	M-384 WITH DEPT SIGNATURE	RETIRED/DISPOSED	Akiko Tennison	$ 7,108.11	$ -
1450	6383	135614	CART-INFOLOGIX 08 ULTRA CPU	10	05/19/09	$ 6,679	27286	M-384 WITH DEPT SIGNATURE	RETIRED/DISPOSED	Akiko Tennison	$ 6,679.44	$ -
1450	6383	135615	CART-INFOLOGIX 08 ULTRA CPU	10	05/19/09	$ 6,679	27286	M-384 WITH DEPT SIGNATURE	RETIRED/DISPOSED	Akiko Tennison	$ 6,679.44	$ -
1450	6383	135616	CART-INFOLOGIX 08 ULTRA CPU	10	05/19/09	$ 6,679	27286	M-384 WITH DEPT SIGNATURE	RETIRED/DISPOSED	Akiko Tennison	$ 6,679.44	$ -
1450	6383	135618	CART-INFOLOGIX 08 ULTRA CPU	10	05/19/09	$ 6,679	27286	M-384 WITH DEPT SIGNATURE	RETIRED/DISPOSED	Akiko Tennison	$ 6,679.44	$ -
1450	6383	135619	CART-INFOLOGIX 08 ULTRA CPU	10	05/19/09	$ 6,679	27286	M-384 WITH DEPT SIGNATURE	RETIRED/DISPOSED	Akiko Tennison	$ 6,679.44	$ -
1450	6383	135620	CART-INFOLOGIX 08 ULTRA CPU	10	05/19/09	$ 7,108	27286	M-384 WITH DEPT SIGNATURE	RETIRED/DISPOSED	Akiko Tennison	$ 7,108.11	$ -
1450	6383	135627	STRETCHER CHAIR	10	02/01/10	$ 5,262	30684	M-384 WITH DEPT SIGNATURE	RETIRED/DISPOSED	Akiko Tennison	$ 5,262.37	$ -
1450	6383	135628	ULTRASOUND SYS SONOSITE	10	07/21/10	$ 69,306	33461	M-384 WITH DEPT SIGNATURE	RETIRED/DISPOSED	Akiko Tennison	$ 69,306.18	$ -
1450	6383	135804	GLIDESCOPE COBALT SYSTEM	10	04/15/11	$ 18,962	36234	M-384 WITH DEPT SIGNATURE	RETIRED/DISPOSED	Akiko Tennison	$ 18,962.17	$ -
1450	6383	135835	SERVER/DATA BASE-PHILIPS M3155 - U01 PC	3	09/16/09	$ 7,402	29343	M-384 WITH DEPT SIGNATURE	RETIRED/DISPOSED	Akiko Tennison	$ 7,401.59	$ -
1450	6383	135836	MP5 PATIENT MONITOR - INTELLIVUE	3	09/16/09	$ 8,244	29343	M-384 WITH DEPT SIGNATURE	RETIRED/DISPOSED	Akiko Tennison	$ 8,243.81	$ -
1450	6383	135837	MP5 PATIENT MONITOR - INTELLIVUE	3	09/16/09	$ 8,244	29343	M-384 WITH DEPT SIGNATURE	RETIRED/DISPOSED	Akiko Tennison	$ 8,243.82	$ -
1450	6383	135838	MP5 PATIENT MONITOR - INTELLIVUE	3	09/16/09	$ 8,244	29343	M-384 WITH DEPT SIGNATURE	RETIRED/DISPOSED	Akiko Tennison	$ 8,243.82	$ -
1450	6383	135840	MP5 PATIENT MONITOR - INTELLIVUE	3	09/16/09	$ 8,244	29343	M-384 WITH DEPT SIGNATURE	NOT FOUND/DISPOSED	Akiko Tennison	$ 8,243.82	$ -
1450	6383	135844	COMPUTER SYSTEM M3154 - U01 PC	3	09/16/09	$ 9,280	29343	M-384 WITH DEPT SIGNATURE	RETIRED/DISPOSED	Akiko Tennison	$ 9,279.97	$ -
1450	6383	136187	CART-INFOLOGIX 08 ULTRA CPU	10	05/19/09	$ 7,108	27286	M-384 WITH DEPT SIGNATURE	RETIRED/DISPOSED	Akiko Tennison	$ 7,108.11	$ -
1450	6383	136188	CART-INFOLOGIX 08 ULTRA CPU	10	05/19/09	$ 6,679	27286	M-384 WITH DEPT SIGNATURE	RETIRED/DISPOSED	Akiko Tennison	$ 6,679.44	$ -
1450	6383	136189	CART-INFOLOGIX 08 ULTRA CPU	10	05/19/09	$ 6,679	27286	M-384 WITH DEPT SIGNATURE	RETIRED/DISPOSED	Akiko Tennison	$ 6,679.44	$ -
1450	6383	136191	MP2 PATIENT MONITOR - INTELLIVUE	3	09/16/09	$ 10,720	29343	M-384 WITH DEPT SIGNATURE	RETIRED/DISPOSED	Akiko Tennison	$ 10,719.50	$ -
1450	6383	137049	SERVER-INTELLIVUE MX700 PATIENT MONITOR	3	01/08/16	$ 137,207	56630	M-384 WITH DEPT SIGNATURE	RETIRED/DISPOSED	Akiko Tennison	$ 137,207.45	$ -
1450	6387	136009	DRAGER JAUNDICE METER	10	02/06/14	$ 6,679	50504	M-384 WITH TI INFORMATION	TRADED IN	Laura Cruz	$ 6,678.70	$ -
1450	6387	136262	VISUCAM FUNDUS CAMERA	10	12/01/14	$ 22,221	53729	M-384 WITH TI INFORMATION	TRADED IN	Laura Cruz	$ 22,220.84	$ -
1450	6388	112413	SONIC ENERGY CLEANER	10	01/25/85	$ 10,325	62480	M-384 WITH DEPT SIGNATURE	RETIRED/DISPOSED	Lea Mostella	$ 10,325.45	$ -
1450	6388	128850	STERILIZER-MAGNA-CLAVE	10	07/25/01	$ 12,420	36546	M-384 WITH DEPT SIGNATURE	RETIRED/DISPOSED	Lea Mostella	$ 12,420.00	$ -
1450	6388	128860	PHARMACY CALL BOARD	15	07/25/01	$ 7,678	36513	M-384 WITH DEPT SIGNATURE	DAMAGED/DESTROYED	Lea Mostella	$ 7,678.22	$ -
1450	6388	128861	PHARMACY CALL BOARD	15	07/25/01	$ 7,678	36513	M-384 WITH DEPT SIGNATURE	DAMAGED/DESTROYED	Lea Mostella	$ 7,678.21	$ -
1450	6388	135685	SIGMOIDOSCOPE-FLEX OSF V60	10	06/16/09	$ 9,345	27704	M-384 WITH DEPT SIGNATURE	RETIRED/DISPOSED	Lea Mostella	$ 9,345.25	$ -
1450	6388	135686	SIGMOIDOSCOPE-FLEX OSF V60	10	06/16/09	$ 11,071	27704	M-384 WITH DEPT SIGNATURE	RETIRED/DISPOSED	Lea Mostella	$ 11,070.53	$ -
1450	6388	135687	SIGMOIDOSCOPE-FLEX OSF V60	10	06/16/09	$ 11,071	27704	M-384 WITH DEPT SIGNATURE	RETIRED/DISPOSED	Lea Mostella	$ 11,070.52	$ -
1450	6388	135688	VIDEO SIGMOIDOSCOPE OSF V60	10	07/23/09	$ 9,345	27706	M-384 WITH DEPT SIGNATURE	RETIRED/DISPOSED	Lea Mostella	$ 9,345.24	$ -
1450	6388	135689	VIDEO SIGMOIDOSCOPE OSF V60	10	07/23/09	$ 9,345	27706	M-384 WITH DEPT SIGNATURE	RETIRED/DISPOSED	Lea Mostella	$ 9,345.25	$ -
1450	6388	135691	VIDEO SIGMOIDOSCOPE OSF V60	10	07/23/09	$ 9,345	27706	M-384 WITH DEPT SIGNATURE	RETIRED/DISPOSED	Lea Mostella	$ 9,345.25	$ -
1450	6388	135852	BLADDERSCAN BVI 9500	10	09/18/09	$ 14,779	29993	M-384 WITH DEPT SIGNATURE	RETIRED/DISPOSED	Lea Mostella	$ 14,778.77	$ -

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Dept	Cost Center	Asset #	Description	Useful Life	Date Acquired	Original Cost	PO #	Forms Status	Equipment Status	Cost Center Contact Person	Accumulated Depreciation to 05/26/26	Est. NBV as of 05/26/26
1450	6410	136268	TROPHON EPR STERILIZATION SYS W/PRINTER	10	10/31/14	$ 10,515	53475	NO FORM	RETIRED/DISPOSED	Leticia Gutierrez	$ 10,514.95	$ -
1450	6411	134115	ULTRASOUND LOGIQ 9	10	05/25/10	$ 108,158	32258	NO FORM	RETIRED/DISPOSED	Leticia Gutierrez	$ 108,157.50	$ -
1450	6412	131201	DENTAL CHAIR-ELECTRIC/LIGHT	10	08/10/04	$ 5,665	6467	NO FORM	RETIRED/DISPOSED	Leticia Gutierrez	$ 5,664.72	$ -
1450	6413	133305	X-RAY-INTRAORAL IXM2002	10	06/07/07	$ 5,314	16977	NO FORM	NOT FOUND/DISPOSED	Dave Duet	$ 5,314.20	$ -
1450	6413	133756	ULTRACLAVE-DENTAL STERILIZER	10	03/16/09	$ 5,048	27073	NO FORM	NOT FOUND/DISPOSED	Dave Duet	$ 5,048.36	$ -
1450	6413	134130	CABINET-96" LONG DIVIDER	10	12/03/08	$ 9,807	24634	NO FORM	NOT FOUND/DISPOSED	Dave Duet	$ 9,807.46	$ -
1450	6413	134131	CABINET-CUSTOM STERI	10	12/03/08	$ 13,334	24634	NO FORM	NOT FOUND/DISPOSED	Dave Duet	$ 13,334.23	$ -
1450	6413	134132	TREATMENT CTR W/HP CONTROL	10	12/03/08	$ 8,426	24634	NO FORM	NOT FOUND/DISPOSED	Dave Duet	$ 8,426.18	$ -
1450	6413	134133	TREATMENT CTR W/HP CONTROL	10	12/03/08	$ 8,426	24634	NO FORM	NOT FOUND/DISPOSED	Dave Duet	$ 8,426.18	$ -
1450	6413	134134	CABINET-SIDE CUSTOM MADE	10	12/03/08	$ 6,107	24634	NO FORM	NOT FOUND/DISPOSED	Dave Duet	$ 6,107.46	$ -
1450	6413	136248	PROSENSOR X-RAY SENSOR SIZE 1	10	10/10/14	$ 10,632	53549	NO FORM	NOT FOUND/DISPOSED	Dave Duet	$ 10,631.92	$ -
1450	6413	136249	PROSENSOR X-RAY SENSOR SIZE 2	10	10/10/14	$ 12,476	53549	NO FORM	NOT FOUND/DISPOSED	Dave Duet	$ 12,476.42	$ -
1450	6501	136161	CONVECTION OVEN-DBL DECK	10	06/09/00	$ 9,246	31925	M-349 WITHOUT PW SIGNATURE	SURPLUSED	Stephanie Dockham	$ 9,246.18	$ -
1450	6502	131216	ICE MAKER-HOSHIZAKI KML600	10	06/20/05	$ 5,179	9777	M-349 WITHOUT PW SIGNATURE	SURPLUSED	Stephanie Dockham	$ 5,178.51	$ -
1450	6502	134772	ESPRESSO MACHINE - EGRO ONE-TOUCH	10	07/19/12	$ 14,158	42935	M-349 WITHOUT PW SIGNATURE	SURPLUSED	Stephanie Dockham	$ 14,158.05	$ -
1450	6502	136663	BUFFET SALAD BARS - DUKE	10	01/02/13	$ 19,926	42803	M-349 WITHOUT PW SIGNATURE	SURPLUSED	Stephanie Dockham	$ 19,926.19	$ -
1450	6502	136664	FREEZER-ELECTRA CS5	15	02/28/03	$ 5,025	93986	M-349 WITHOUT PW SIGNATURE	SURPLUSED	Stephanie Dockham	$ 5,024.69	$ -
1450	6505	127412	Chair Totalift Transit Transport	10	07/31/98	$ 7,431	23243	M-384 WITH DEPT SIGNATURE	LOST/STOLEN	Swandi Singh	$ 7,431.36	$ -
1450	6505	127420	Chair Totalift Transit Transport	10	07/31/98	$ 7,431	23243	M-384 WITH DEPT SIGNATURE	LOST/STOLEN	Swandi Singh	$ 7,431.37	$ -
1450	6505	127421	Chair Totalift Transit Transport	10	07/31/98	$ 7,431	23243	M-384 WITH DEPT SIGNATURE	LOST/STOLEN	Swandi Singh	$ 7,431.36	$ -
1450	6505	129410	EZ Premier 800 LBS Stand w/ Scale	10	05/10/02	$ 11,051	38902	M-384 WITH DEPT SIGNATURE	LOST/STOLEN	Swandi Singh	$ 11,050.61	$ -
1450	6505	135567	Infovac Machine – M825999.S	10	05/03/13	$ 30,851	44185	M-384 WITH DEPT SIGNATURE	LOST/STOLEN	Swandi Singh	$ 30,851.25	$ -
1450	6505	135568	Infovac Machine – M825999.S	10	05/03/13	$ 30,851	44185	M-384 WITH DEPT SIGNATURE	LOST/STOLEN	Swandi Singh	$ 30,851.25	$ -
1450	6505	135569	Infovac Machine – M825999.S	10	05/03/13	$ 30,851	44185	M-384 WITH DEPT SIGNATURE	LOST/STOLEN	Swandi Singh	$ 30,851.25	$ -
1450	6505	135570	Infovac Machine – M825999.S	10	05/03/13	$ 30,851	44185	M-384 WITH DEPT SIGNATURE	LOST/STOLEN	Swandi Singh	$ 30,851.25	$ -
1450	6505	136057	Ultrasound – S Series Vascular Acc	10	04/25/14	$ 24,408	50838	M-384 WITH DEPT SIGNATURE	LOST/STOLEN	Swandi Singh	$ 24,407.62	$ -
1450	6514	124002	MOBILE SHELVING/JOURNALS/PERIO	10	10/04/95	$ 25,000	76517	M-384 WITH DEPT SIGNATURE	DAMAGED/DESTROYED	Swandi Singh	$ 25,000.00	$ -
1450	6514	136177	SHELVING LIBRARY 2 RANGE METAL	15	06/30/75	$ 8,517	20901	M-384 WITH DEPT SIGNATURE	DAMAGED/DESTROYED	Swandi Singh	$ 8,516.54	$ -
1450	6537	106762	OSCILLOSCOPE 465DM44 TEKTRONIX	10	06/30/83	$ 6,124	33080	M-349 WITHOUT PW SIGNATURE	RETIRED/DISPOSED	Randy Hendrickson	$ 6,124.24	$ -
1450	6537	133269	TREADMILL SYS-TRACKMASTER	10	01/31/07	$ 21,332	16010	M-349 WITHOUT PW SIGNATURE	RETIRED/DISPOSED	Randy Hendrickson	$ 21,331.69	$ -
1450	6537	135505	ULTRASOUND - IE33	10	02/22/12	$ 99,367	39998	M-349 WITHOUT PW SIGNATURE	RETIRED/DISPOSED	Randy Hendrickson	$ 99,366.80	$ -
1450	6537	135506	ULTRASOUND - IE33	10	02/22/12	$ 99,606	39998	M-349 WITHOUT PW SIGNATURE	RETIRED/DISPOSED	Randy Hendrickson	$ 99,606.05	$ -
1450	6537	135508	TRANSDUCER - IE33 TEE PROBE	10	12/03/12	$ 30,585	43836	M-349 WITHOUT PW SIGNATURE	RETIRED/DISPOSED	Randy Hendrickson	$ 30,584.61	$ -
1450	6537	135509	TRANSDUCER - IE33 TEE PROBE	10	12/03/12	$ 30,585	43836	M-349 WITHOUT PW SIGNATURE	RETIRED/DISPOSED	Randy Hendrickson	$ 30,584.62	$ -
1450	6537	127407	AUDIOMETER/CLINICAL IMPEDANCE	10	04/08/98	$ 6,210	19446	NO FORM	NOT FOUND/DISPOSED	Randy Hendrickson	$ 6,210.35	$ -
1450	6537	130669	SYSTEM-ELECTROENCEPHALOGRAPH LAPTOP	10	06/18/03	$ 18,790	02022	NO FORM	NOT FOUND/DISPOSED	Randy Hendrickson	$ 18,790.00	$ -
1450	6537	130690	SYSTEM - ULTRASOUND EQUIP-BLADDER SCAN	10	06/18/03	$ 12,434	02002	NO FORM	NOT FOUND/DISPOSED	Randy Hendrickson	$ 12,434.22	$ -
1450	6537	131239	SYS-ULTRASOUND LOGIQ BOOK X P DEMO	10	08/23/05	$ 24,104	10005	NO FORM	NOT FOUND/DISPOSED	Randy Hendrickson	$ 24,103.63	$ -
1450	6537	134447	ELECTROSURGICAL SIGMOID X2 FORCE FXCS	10	09/10/12	$ 10,236	42191	NO FORM	NOT FOUND/DISPOSED	Randy Hendrickson	$ 10,235.50	$ -
1450	6537	134448	ELECTROSURGICAL SIGMOID X2 FORCE FXCS	10	09/10/12	$ 10,236	42191	NO FORM	NOT FOUND/DISPOSED	Randy Hendrickson	$ 10,235.50	$ -
1450	6537	135931	INFRARED COAGULATION-ANAL DYSPLASIA	10	08/12/13	$ 10,406	47926	NO FORM	NOT FOUND/DISPOSED	Randy Hendrickson	$ 10,406.33	$ -
1450	6544	131196	System – Scan Converter	10	05/28/03	$ 5,186	01555	M-384 WITH DEPT SIGNATURE	LOST/STOLEN	Swandi Singh	$ 5,186.22	$ -
1450	6559	131253	DEFIBRILLATOR-HEARTSTART MRX MONITOR	10	04/28/06	$ 5,553	12144	M-384 WITH DEPT SIGNATURE	RETIRED/DISPOSED	Celia Contrera	$ 5,552.89	$ -
1450	6559	134129	DEFRIBILLATOR-HEARTSTART	10	12/22/08	$ 8,866	26142	M-384 WITH DEPT SIGNATURE	RETIRED/DISPOSED	Celia Contrera	$ 8,865.68	$ -
2406	7406	133293	METI PEDIASIM-ECS BASE UNIT SYST 253k240000	10	01/01/07	$ 70,586	19776	M-384 WITH DEPT SIGNATURE	RETIRED/DISPOSED	Patricia Weisinger	$ 70,586.47	$ -
2406	7406	133394	SYS-EMERGENCY SIMULATOR	10	01/01/06	$ 65,405	14965	M-384 WITH DEPT SIGNATURE	RETIRED/DISPOSED	Patricia Weisinger	$ 65,405.44	$ -
2406	7406	134098	BABY SIM BASE UNIT-BABY METI TRN 253K149900	10	01/01/10	$ 56,111	31238	M-384 WITH DEPT SIGNATURE	RETIRED/DISPOSED	Patricia Weisinger	$ 56,110.80	$ -
1450	6304	136818	BLADDERSCAN BVI 9400	10	12/31/15	$ 13,663	00891	M-384 WITH DEPT SIGNATURE	NOT FOUND/DISPOSED	Judy Rivera	$ 13,662.51	$ -
1450	6340	136884	TROPHON EPR DISINFECTION SYSTEM	10	05/31/16	$ 7,363	03622	M-384 WITH DEPT SIGNATURE	RETIRED/DISPOSED	Cita Richeson	$ 7,356.76	$ 6
1450	6410	136886	TROPHON EPR DISINFECTION SYSTEM	10	05/31/16	$ 7,363	3622	NO FORM	RETIRED/DISPOSED	Leticia Gutierrez	$ 7,356.76	$ 6
1450	6412	137050	DRAGER JAUNDICE METER JM-105 NEMA 5-15P	10	06/22/16	$ 6,543	2689	NO FORM	RETIRED/DISPOSED	Leticia Gutierrez	$ 6,497.92	$ 45
1450	6365	137543	HETTICH UNIVERSAL CENTRIFUGE HET320	10	10/31/16	$ 5,051	5601	M-384 WITH DEPT SIGNATURE	RETIRED/DISPOSED	Sam Farell	$ 4,834.99	$ 216
1450	6365	137544	HETTICH UNIVERSAL CENTRIFUGE HET320	10	10/31/16	$ 5,051	5601	M-384 WITH DEPT SIGNATURE	RETIRED/DISPOSED	Sam Farell	$ 4,834.99	$ 216
1450	6418	137287	NOMAD PRO2 DENTAL X-RAY SYSTEM 60KV	10	09/13/16	$ 7,051	5297	M-384 WITH DEPT SIGNATURE	DAMAGED/DESTROYED	Rachael Birch	$ 6,842.33	$ 209
1450	6365	137046	OSMOMETER MULTI SAMPLE TESTING UNIT	10	06/16/16	$ 22,640	3569	M-384 WITH DEPT SIGNATURE	RETIRED/DISPOSED	Sam Farell	$ 22,522.23	$ 118
1450	6330	137435	DUAL CHANNL URETERO SCOPE, STRA WA02944A	10	09/19/16	$ 8,521	2491	M-384 WITH DEPT SIGNATURE	RETIRED/DISPOSED	Gino Rogers	$ 8,255.31	$ 266
1450	6330	137442	DUAL CHANNL URETERO SCOPE, STRA WA02944A	10	09/19/16	$ 8,521	2491	M-384 WITH DEPT SIGNATURE	RETIRED/DISPOSED	Gino Rogers	$ 8,255.31	$ 266
1450	6383	137448	OB-GYN Gynnie Stretcher	10	12/13/16	$ 6,450	4966	M-384 WITH DEPT SIGNATURE	RETIRED/DISPOSED	Akiko Tennison	$ 6,098.16	$ 352

Relief of Custody for Capital Assets
Equipment Report by Dept/Org
Estimated through May 26, 2026

Dept	Cost Center	Asset #	Description	Useful Life	Date Acquired	Original Cost	PO #	Forms Status	Equipment Status	Cost Center Contact Person	Accumulated Depreciation to 05/26/26	Est. NBV as of 05/26/26
1450	6383	137346	HEART START MRx MONITOR/DEFIB	10	11/15/16	$ 11,639	5703	M-384 WITH DEPT SIGNATURE	RETIRED/DISPOSED	Akiko Tennison	$ 11,093.88	$ 545
1450	6418	137562	ARIBEX NOMAD PRO2 HANDHELD I/O X-RAY	10	05/26/17	$ 7,528	7522	M-384 WITH DEPT SIGNATURE	DAMAGED/DESTROYED	Rachael Birch	$ 6,779.65	$ 749
1450	6383	137970	TRANSDUCER - ICTX/8-5 MHZ	10	09/21/17	$ 6,656	9187	M-384 WITH DEPT SIGNATURE	RETIRED/DISPOSED	Akiko Tennison	$ 5,778.43	$ 877
1450	6977	137539	Curved Array Tranducer	10	05/17/17	$ 10,067	07090	M-384 WITH DEPT SIGNATURE	LOST/STOLEN	Swandi Singh	$ 9,090.86	$ 976
1450	6977	137541	Endocavity Tranducer	10	05/17/17	$ 10,067	08005	M-384 WITH DEPT SIGNATURE	LOST/STOLEN	Swandi Singh	$ 9,090.86	$ 976
1450	6383	136181	STRETCHER GYNNE OB-GYN	15	05/15/14	$ 5,908	50937	M-384 WITH DEPT SIGNATURE	RETIRED/DISPOSED	Akiko Tennison	$ 4,741.57	$ 1,167
1450	6418	138108	PLANMECA SIZE 2 PROSENSOR	10	12/27/17	$ 7,228	9800	M-384 WITH DEPT SIGNATURE	DAMAGED/DESTROYED	Rachael Birch	$ 6,083.00	$ 1,145
1450	6418	138109	PLANMECA SIZE 2 PROSENSOR	10	12/27/17	$ 7,228	9800	M-384 WITH DEPT SIGNATURE	DAMAGED/DESTROYED	Rachael Birch	$ 6,083.01	$ 1,145
1450	6383	136182	STRETCHER-PRIME 5TH WHEEL 26"	15	05/05/14	$ 6,442	51671	M-384 WITH DEPT SIGNATURE	RETIRED/DISPOSED	Akiko Tennison	$ 5,182.11	$ 1,260
0452	5875	139271	HSGP FY17 HAZMAT RADIATION PAGER	10	09/12/18	$ 6,204	12328	NO FORM	NOT FOUND/DISPOSED	Travis Quesenberry	$ 4,781.02	$ 1,423
1450	6977	137946	Transducer ICTXP/9-5 MHZ	10	09/06/17	$ 12,234	09187	M-384 WITH DEPT SIGNATURE	LOST/STOLEN	Swandi Singh	$ 10,672.40	$ 1,562
1450	6365	137945	OSMOMETER, SINGLE-SAMPLE	10	08/21/17	$ 12,856	9124	M-384 WITH DEPT SIGNATURE	RETIRED/DISPOSED	Sam Farell	$ 11,271.29	$ 1,585
1450	6977	137905	Power Table 630-010 Base	10	08/11/17	$ 13,977	08826	M-384 WITH DEPT SIGNATURE	LOST/STOLEN	Swandi Singh	$ 12,292.17	$ 1,685
1450	6308	138105	ULTRASOUND SYSTEM	10	12/27/17	$ 11,555	9929	NO FORM	NOT FOUND/DISPOSED	Grace Ma	$ 9,724.93	$ 1,830
1450	6501	138398	ICE CREAM COOLER	10	01/14/19	$ 8,854	13126	M-349 WITHOUT PW SIGNATURE	SURPLUSED	Stephanie Dockham	$ 6,523.03	$ 2,331
1450	6501	139156	PANASONIC SONIC STEAMER MICROWAVE OVEN	10	09/28/20	$ 5,593	20219	M-349 WITHOUT PW SIGNATURE	SURPLUSED	Stephanie Dockham	$ 3,165.60	$ 2,427
1450	6383	137899	STRETCHER-HILL-ROM MODEL P8000	15	07/31/17	$ 6,036	07813	M-384 WITH DEPT SIGNATURE	NOT FOUND/DISPOSED	Akiko Tennison	$ 3,551.00	$ 2,485
1450	6383	137900	STRETCHER-HILL-ROM MODEL P8000	15	07/31/17	$ 6,036	07813	M-384 WITH DEPT SIGNATURE	NOT FOUND/DISPOSED	Akiko Tennison	$ 3,551.00	$ 2,485
1450	6383	137901	STRETCHER-HILL-ROM MODEL P8000	15	07/31/17	$ 6,036	07814	M-384 WITH DEPT SIGNATURE	NOT FOUND/DISPOSED	Akiko Tennison	$ 3,551.00	$ 2,485
0450	5775	138596	GETINGE AUTOCLAVE/STERILIZER	10	12/27/18	$ 9,467	13447	M-349 WITHOUT PW SIGNATURE	SURPLUSED	Stephanie Trammell	$ 7,021.09	$ 2,446
1450	6383	137943	STRETCHER-OB-GYN GYNNIE	15	09/08/17	$ 6,464	06807	M-384 WITH DEPT SIGNATURE	NOT FOUND/DISPOSED	Akiko Tennison	$ 3,756.95	$ 2,707
1450	6383	137942	STRETCHER-OB-GYN GYNNIE	15	09/08/17	$ 6,464	06807	M-384 WITH DEPT SIGNATURE	NOT FOUND/DISPOSED	Akiko Tennison	$ 3,756.95	$ 2,707
1450	6365	138065	FREEZER-LAB 19.7 CU FT STAINLESS STEEL	15	02/16/18	$ 6,255	9758	M-384 WITH DEPT SIGNATURE	RETIRED/DISPOSED	Sam Farell	$ 3,451.57	$ 2,804
1450	6365	138066	FREEZER-LAB 19.7 CU FT STAINLESS STEEL	15	02/16/18	$ 6,255	9758	M-384 WITH DEPT SIGNATURE	RETIRED/DISPOSED	Sam Farell	$ 3,451.57	$ 2,804
1450	6977	137540	Z One Pro Sys - Refurb	10	05/17/17	$ 27,528	07090	M-384 WITH DEPT SIGNATURE	LOST/STOLEN	Swandi Singh	$ 24,858.13	$ 2,670
1450	6365	138394	APPLIANCE-PHARMACY REFRIGERATOR REF25	15	02/13/19	$ 5,556	13795	M-384 WITH DEPT SIGNATURE	RETIRED/DISPOSED	Sam Farell	$ 2,698.16	$ 2,857
1450	6365	138395	APPLIANCE-PHARMACY REFRIGERATOR REF25	15	02/13/19	$ 5,556	13795	M-384 WITH DEPT SIGNATURE	RETIRED/DISPOSED	Sam Farell	$ 2,698.16	$ 2,857
1450	6418	139844	INTRAORAL IMAGER-PROSENSOR HD	10	11/15/21	$ 5,383	23232	M-384 WITH DEPT SIGNATURE	DAMAGED/DESTROYED	Rachael Birch	$ 2,437.61	$ 2,945
1450	6418	139842	INTRAORAL IMAGER-PROSENSOR HD	10	11/15/21	$ 5,383	23232	M-384 WITH DEPT SIGNATURE	DAMAGED/DESTROYED	Rachael Birch	$ 2,437.61	$ 2,945
1450	6418	139843	INTRAORAL IMAGER-PROSENSOR HD	10	11/15/21	$ 5,383	23232	M-384 WITH DEPT SIGNATURE	DAMAGED/DESTROYED	Rachael Birch	$ 2,437.61	$ 2,945
1450	6388	138510	BLADDERSCAN BVI 9400	10	08/17/18	$ 14,281	12528	M-384 WITH DEPT SIGNATURE	RETIRED/DISPOSED	Lea Mostella	$ 11,107.88	$ 3,173
0450	5841	139198	APPLIANCE-FOLLETT LAB REFRIGERATOR	15	10/21/20	$ 5,296	18763	M-349 WITHOUT PW SIGNATURE	SURPLUSED	Rachael Birch	$ 1,976.18	$ 3,320
1450	6383	138110	ULTRASOUND SYSTEM	10	12/27/17	$ 25,932	9970	M-384 WITH DEPT SIGNATURE	RETIRED/DISPOSED	Akiko Tennison	$ 21,825.49	$ 4,106
1450	6977	137904	Ultrasound System – Z One Pro	10	07/31/17	$ 61,433	08072	M-384 WITH DEPT SIGNATURE	LOST/STOLEN	Swandi Singh	$ 54,212.41	$ 7,220
0450	5752	139284	TENT: 30x90	10	02/03/21	$ 19,426	18763	M-384 WITH DEPT SIGNATURE	DAMAGED/DESTROYED	Gerald Tamayo	$ 10,314.26	$ 9,111
1450	6308	140855	TRANSDUCER-RP19XP/5-1 MHZ	10	03/06/24	$ 12,347	29584	NO FORM	NOT FOUND/DISPOSED	Grace Ma	$ 2,743.38	$ 9,604
1450	6977	137827	GS TI Spectrum Prem Cart	10	07/14/17	$ 14,243	08005	M-384 WITH DEPT SIGNATURE	LOST/STOLEN	Swandi Singh	$ 12,634.88	$ 1,608
0450	5752	139287	TENT: 40x80	10	02/03/21	$ 26,710	18763	M-384 WITH DEPT SIGNATURE	DAMAGED/DESTROYED	Gerald Tamayo	$ 14,182.13	$ 12,528
1450	6330	138773	WATER SOFTENER-CULLIGAN	20	08/09/19	$ 25,253	15194	M-384 WITH DEPT SIGNATURE	RETIRED/DISPOSED	Gino Rogers	$ 8,585.96	$ 16,667
1450	6330	138772	WATER SOFTENER-CULLIGAN	20	08/09/19	$ 25,253	15194	M-384 WITH DEPT SIGNATURE	RETIRED/DISPOSED	Gino Rogers	$ 8,585.96	$ 16,667
1450	6977	137825	GS TI Spectrum Prem Cart	10	07/14/17	$ 14,243	08005	M-384 WITH DEPT SIGNATURE	LOST/STOLEN	Swandi Singh	$ 12,634.89	$ 1,608
1450	6308	140444	ULTRASOUND-SONOSITE SII	10	03/24/23	$ 29,106	27298	NO FORM	NOT FOUND/DISPOSED	Grace Ma	$ 9,242.06	$ 19,864
0452	5875	140515	HAZMAT-SMITHS ELITE COMMAND PKG	10	06/28/23	$ 67,371	26830	M-384 WITH DEPT SIGNATURE	NOT FOUND/DISPOSED	Travis Quesenberry	$ 19,620.54	$ 47,750
					Total Original Cost	**$ 6,810,499**				**Total**	**$ 6,595,750**	**$ 214,749**

Count with Zero NBV	280
Count with NBV	53
Total Count	**333**

Notes

Forms Status
M-349 with signature – signed by both department custodian and Public Works
M-349 without signature – signed by department custodian only
M-384 with TI information – trade-in information completed by custodian
M-384 without signature – signed only by custodian
No Form

1025 ESCOBAR STREET
MARTINEZ, CA 94553

CONTRA COSTA COUNTY

Staff Report

File #: 26-2501 **Agenda Date:** 6/9/2026 **Agenda #:** C.119.

To: Board of Supervisors

From: Dr. Grant Colfax, Health Services Director

Report Title: Introduce Amendment to the County's Industrial Safety Ordinance

☒Recommendation of the County Administrator ☐ Recommendation of Board Committee

RECOMMENDATIONS:
INTRODUCE Ordinance No. 2026-11, amending the County's Industrial Safety Ordinance to authorize Contra Costa County Fire Protection District to enforce it, WAIVE reading and FIX June 23, 2026 as the date for adoption.

FISCAL IMPACT:
There is no fiscal impact for this action.

BACKGROUND:
On March 28, 2000, the Board adopted what is known today as the Industrial Safety Ordinance (Chapter 450-8) ("ISO"). This was driven by incidents in Contra Costa County at industrial chemical, petrochemical, and oil industry facilities that prompted the consideration of reviews, inspections, and audits that supplement existing federal and state safety programs and the imposition of additional safety measures to protect public health and safety from accidental releases. The Contra Costa County Department of Health ("CCH") was given authority to implement and enforce the ISO which was done by the Hazardous Materials Programs ("HMP"). Over the last 26 years, the CCH Hazardous Materials Programs has staffed a dedicated team of engineers to implement and enforce the ISO.

To date, HMP has conducted audits of industrial facilities to ensure compliance with the ISO. The HMP also has overseen investigations and other 3rd party evaluations related to Major Chemical Accidents and Releases (MCAR). Most recently through the development of an Oversight Committee, HMP has overseen Community Risk Assessments, Incident Investigations, and Management Systems evaluations.

On June 24, 2025, the Contra Costa County Board of Supervisors (the Board) approved the transition of the HMP from CCH to the Contra Costa County Fire Protection District ("the District"). HMP currently implements and enforces the ISO and has a dedicated group of engineers (one Supervising Accidental Release Prevention Engineer and seven Accidental Release Prevention Engineers) who are charged with this implementation and enforcement. Pursuant to the Board's approval, these personnel will be transferred to the District, including the engineering group that currently implements and enforces the ISO. The proposed amendment to the ISO would allow the County to delegate authority to the District to implement and enforce the ISO.

CONSEQUENCE OF NEGATIVE ACTION:
Administration and enforcement of the County's industrial safety ordinance will remain with CCH notwithstanding the Board of Supervisors' prior approval to transition this program to the Fire Protection District.

ORDINANCE NO. 2026-11

(Amendments to Ordinance Code Chapter 450-8 Regarding Industrial Safety)

The Contra Costa County Board of Supervisors ordains as follows (omitting the parenthetical footnotes from the official text of the enacted or amended provisions of the County Ordinance Code):

SECTION I. **SUMMARY.** This ordinance amends specified sections of County Ordinance Code Chapter 450-8 to permit enforcement of the ordinance pursuant to a written delegation agreement approved by the Board of Supervisors

SECTION II. **AUTHORITY.** This ordinance is adopted pursuant to Article 11, section 7 of the California Constitution.

SECTION III. **FINDINGS.** On June 24, 2025, the Contra Costa County Board of Supervisors approved the transfer of the Hazardous Materials Division from Contra Costa Health to Contra Costa County Fire Protection District . The ordinance is being updated to allow a delegatee of the Board of Supervisors to carry out the administration, inspection and enforcement of this ordinance.

Chapter 450-8 - RISK MANAGEMENT

450-8.002 - Background and findings.

The board of supervisors of Contra Costa County finds as follows:

(a) Recent incidents in Contra Costa County at industrial chemical, petrochemical, and oil industry facilities have prompted the consideration of reviews, inspections, and audits that supplement existing federal and state safety programs and the imposition of additional safety measures to protect public health and safety from accidental releases.

(b) Section 112(r)(7) of the Clean Air Act (42 U.S.C.A. Section 7412(4)) required the United States Environmental Protection Agency ("EPA") to promulgate the rule known as the "Risk Management Program," which is intended to prevent accidental releases of regulated substances, as defined in the federal program, and reduce the severity of those releases that do occur. All facilities subject to this federal regulation must prepare a risk management plan (RMP) based on a risk management program established at the facility, that includes a hazard assessment of the facility, an accidental release prevention program, and an emergency response program (40 CFR Section 68). The facility must submit the Federal RMP to the EPA by June 21, 1999 (40 CFR Section 68-150-68.185). The federal RMP will be available to state and local government and the public.

(c) The California Health and Safety Code Article 2 (Section 25531 et seq.) of Chapter 6.95 was amended effective January 1, 1997, to implement the federal EPA's risk management program rule with certain state-specific amendments. The state's risk management program is known as the California Accidental Release Prevention (CalARP) Program.

(d) The county recognizes that regulatory requirements alone will not guarantee public health and safety, and that the public is a key stakeholder in chemical accident prevention, preparedness, and response at the local level. Preventing accidental releases of regulated substances is the shared responsibility of industry, government and the public. The first steps toward accident prevention are identifying the hazards and assessing the risks. Once information about chemical hazards in the community is openly shared, industry, government, and the community can work together towards reducing the risk to public health and safety.

(e) The success of a safety program is dependent upon the cooperation of industrial chemical, petrochemical, and oil refining facilities within Contra Costa County. The public must be assured that measures necessary to prevent incidents are being implemented, including changes or actions required by the Department or the stationary source that are necessary to comply with this chapter.

(Ord. 2024-14, § IV; Ord. 98-48 § 2)

450-8.004 - Purpose and goals.

(a) The purpose of this chapter is to impose regulations which improve industrial safety by

(1) Requiring the conduct of process hazard analyses for covered processes handling hazardous materials not covered by the federal or state accidental release prevention programs;

(2) Requiring the review of action items resulting from process hazard analyses and requiring completion of those action items selected by the stationary source for implementation within a reasonable time frame;

(3) Requiring the review of accidental release prevention efforts of stationary sources and providing for the conduct of investigations and analyses for the determination of the root cause for certain incidents;

(4) Providing review, inspection, auditing and safety requirements that are more stringent than those required in existing law and regulations;

(5) Providing for public input into the safety plan and safety program and public review of any inspection and audit results;

(6) Facilitating cooperation among industry, the county, local fire departments, Cal/OSHA, EPA, other agencies that have oversight of stationary sources or tank terminals, and the public in the prevention and reduction of incidents at these facilities;

(7) Expanding the application of certain provisions of the federal and state accidental release prevention programs .to processes not covered by the federal or state accidental release prevention programs;

(8) Verifying that an approved security and vulnerability study is performed, and that the recommendations are addressed within a reasonable time frame;

(9) Requiring the development and implementation of a written human factors program; and

(10) Preventing and reducing the number, frequency, and severity of accidental releases in the county to the greatest extent feasible.

(Ord. No. 2024-14, § IV; 2014-07, § III, 6-17-14; Ord. 2006-22 § 2, Ord. 98-48 § 2)

450-8.006 - Authority.

The ordinance codified in this chapter is adopted by the county pursuant to its police power for the purposes of protecting public health and safety by prevention of accidental releases of hazardous materials and to assure protection of the environment.
(Ord. 2024-14, § IV; Ord. 98-48 § 2)

450-8.008 - Administration.

The Department is charged with the responsibility of administering and enforcing this chapter. Pursuant to a written delegation agreement approved by the Board of Supervisors, the Contra Costa County Fire Protection District may administer, inspect, investigate, and enforce this chapter, to the extent set forth in the delegation agreement. . References in this chapter to the "Department" shall include the Contra Costa County

Fire Protection District when acting pursuant to the delegation agreement..

(Ord. 2026-11, Ord. 2024-14, § IV; Ord. 98-48 § 2)

450-8.010 - Applicability.

(a) This chapter shall apply to stationary sources and tank terminals except as set forth in subsection (b).

(b) To the extent that the following are stationary sources, they are exempt from the provisions of this chapter except Sections 450-8.016(c) and (e), and 450-8.018(f) and (g):

(1) Storage tanks containing a nonregulated substance, except for storage tanks that contain a material that has a flashpoint above one hundred forty degrees Fahrenheit and below two hundred degrees Fahrenheit in accordance with the definition of combustible liquid in 49 CFR Section l 73.120(b);

(2) Drum storage of: (A) a nonregulated substance; (B) less than ten thousand pounds of a hazard category B material located such that the drums could reasonably be expected to be involved in a single release; and (C) a hazard category A material, located such that the drums could reasonably be expected to be involved in a single release, at less than the quantity specified as the threshold planning quantity on the extremely hazardous substances list (Appendix A to 40 CFR Chapter I, Subchapter J, Part 355, as amended from time to time) or five hundred pounds, whichever is less;

(3) Activities in process plant laboratories or laboratories that are under the supervision of a technically qualified individual as defined in Section 720.3(ee) of 40 CFR. This exemption does not apply to specialty chemical production; manufacture, processing or use of substances in pilot plant scale operations; and activities conducted outside the laboratory;

(4) Utilities, except for fuel gas and natural gas systems to the battery limits of a process unit; and

(5) Any waste tanks, containers or other devices subject to the federal and state _hazardous waste laws, including the Resource Conservation and Recovery Act (RCRA), 40 CFR Chapter I, Subchapter I, commencing with Part 260, the California Hazardous Waste Control Law, California Health and Safety Code, commencing with Section 25100 and the California Code of Regulations, Title 22 Division 4.5 Environmental Health Standards for the Management of Hazardous Waste. (Ord. 2024-14 § IV; Ord. 2006-22 § 3; Ord. 98-48 § 2)

450-8.012 - Inspection.

The Department shall be allowed reasonable access to any part of a stationary source or tank terminal subject to requirements in this chapter, and to supporting documentation retained by the stationary source or tank terminal, for the purpose of determining compliance with this chapter. (Ord. 2024-14, § IV; Ord. 98-48 § 2)

450-8.014 - Definitions.

For purposes of this chapter, the definitions set forth in this section shall apply. Words used

in this chapter not defined in this section shall have the meanings ascribed to them in the Clean Air Act Regulations (40 CFR Section 68.3) and in California Health and Safety Code Article 2 (Section 25531 et seq.) of Chapter 6.95 of Division 20, unless the context indicates otherwise.

(a) "Covered process" means any process at a stationary source.

(b) "Department" means the county health services director and any director-authorized deputies. Department also means Contra Costa County Fire Protection District when acting pursuant to a written delegation agreement approved by the Board of Supervisors.

(c) "Feasible" means capable of being accomplished in a successful manner within a reasonable period of time, taking into account economic, environmental, legal, social, and technological factors.

(d) "Hazard category A materials" are substances which meet the hazard category A material definition as set forth in Section 84-63. IO16.

(e) "Hazard category B materials" are substances which meet the hazard category B material definition as set forth in Section 84-63.1016.

(f) "Industry codes, standards, and guidelines" means the edition of the codes, standards, and guidelines in effect at the time of original design or construction for the design, construction, alteration, maintenance or repair of process units, industrial equipment, or other industrial facilities, structures or buildings published by, but not limited to, the American Petroleum Institute (APT), the American Chemistry Council (ACC), the American Society of Mechanical Engineers (ASME) or the American National Standards Institute (ANSI), and meets recognized and generally accepted good engineering practices (RAGAGEP).

(g) "Inherently safer systems" means "inherently safer design strategies" as discussed in the latest edition of the Center for Chemical Process Safety Publication "Inherently Safer Chemical Processes," and means feasible alternative equipment, processes, materials, lay-outs, and procedures meant to eliminate, minimize, or reduce the risk of a major chemical accident or release by modifying a process rather than adding external layers of protection. Examples include, but are not limited to, substitution of materials with lower vapor pressure, lower flammability, or lower toxicity; isolation of hazardous processes; and use of processes which operate at lower temperatures and/or pressures.

(h) "Major chemical accident or release" means an incident that meets the definition of a level three or level two incident in the community warning system incident level classification system defined in the hazardous materials incident notification policy, as determined by the Department; or results in the release of a regulated substance and meets one or more of the following criteria:

(1) Results in one or more fatalities;

(2) Results in at least twenty-four hours of hospital treatment of each of at least three persons;

(3) Causes on- and/or off-site property damage (including clean-up and restoration activities) initially estimated at five hundred thousand dollars or more. On-site estimates shall be performed by the stationary source. Off-site estimates shall be performed by appropriate agencies and compiled by the Department;

(4) Results in a vapor cloud of flammables and/or combustibles that is more than five thousand pounds.

(i) "Regulated substance" means (1) any chemical substance which satisfies the provisions of California Health and Safety Code Section 25532(i), as amended from time to time, or (2) a substance which satisfies the provisions of hazard categories A or B in Section 84-63.1016. Mixtures containing less than one percent of a regulated substance shall not be considered in the determination of the presence of a regulated material.

(j) ”Risk management program" means the documentation, development, implementation, and integration of management systems by the facility to comply with the regulations set forth in 40 CFR, Part 68 and the California Health and Safety Code, Article 2 of Chapter 6.95 of Division 20.

(k) "RMP" means the risk management plan required to be submitted pursuant to the requirements of the 40 CFR Sections 68.150-68.185 and the California Health and Safety Code Article 2 (Section 25531 et seq.) of Chapter 6.95 of Division 20.

(1) "Root cause" means prime reasons, such as failures of some management systems, that allow faulty design, inadequate training, or improper changes, which lead to an unsafe act or condition, and result in an incident. If root causes were removed, the particular incident would not have occurred.

(m) "Safety plan" means the safety plan required to be submitted to the Department pursuant to the requirements of Section 450-8.016 or Section 450-8.017.

(n) "Safety program" means the documentation, development, implementation, and integration of management systems by a stationary source or tank terminal to comply with applicable safety requirements set forth in Section 450-8.016 or Section 450-8.017.

(o) "Stationary source" or "source" means a facility which includes at least one process as defined in 40 CFR Section 68.10 that is subject to federal risk management program level three requirements and whose primary North American Industry Classification System code (NAICS) is three hundred twenty-four (petroleum and coal products manufacturing) or three hundred twenty-five (chemical manufacturing), or the owner or operator thereof. As used in Section 450-8.018, stationary source will be interpreted to also mean a tank terminal.

(p) "California accidental release prevention program" means the documentation, development, implementation, and integration of management systems by a facility to comply with the regulations set forth in California Code of Regulations, Title 19, Division 5, Chapter 2.

(q) "Catastrophic release" means a major uncontrolled emission, fire, or explosion, involving one or more highly hazardous chemicals, that presents serious danger to employees in the workplace and/or the public. As used in this section, "highly hazardous chemical" has the meaning ascribed to it in 29 CFR Section 1910.119(b) as of May 21, 2003.

(r) "Human factors" means a discipline concerned with designing machines, operations, and work environments so that they match human capabilities, limitations, and needs. "Human factors" can be further referred to as environmental, organizational, and job factors, and human and individual characteristics that influence behavior at work in a way that can affect health and safety.

(s) "Human systems" means the systems, such as written and unwritten policies, procedures, and practices, in effect to minimize the existence/persistence of latent conditions at the stationary source. It also includes the broad area of safety culture of a stationary source to the extent that it influences the actions of individuals or groups of individuals.

(t) "Layer of protection analysis" (LOPA) means a semi-quantitative analysis of the risk of process hazards and the adequacy of safeguards against those hazards.

(u) "Process hazard analysis" (PHA) means a qualitative, semi-quantitative or quantitative analysis of a process, involving the identification of individual hazards of a process, determination of the mechanisms by which hazards could give rise to undesired events, and evaluation of the consequences of these events on health, property and the environment.

(v) "Process safety performance indicators" are measurements of a stationary source's activities and other events that are used to evaluate the performance of process safety systems.

(w) "Combustible liquid" means a liquid having a closed cup flash point at or above 100° F (38° C).

(x) "Flammable liquid" means a liquid having a closed cup flash point below 100° F (38° C).

(y) "Ignitable liquid" means a flammable liquid or combustible liquid.

(z) "Field erected tank" means an aboveground container constructed and/or erected on the site where it will be utilized.

(aa) "Tank terminal" means at least one field erected tank with a minimum shell capacity of 50,000 gallons that contains a minimum of 10,000 pounds of flammable liquid, or the owner or operator thereof, on one or more contiguous properties.

(bb) "Tank terminal activities" mean any activity at a tank terminal involving an ignitable liquid, including but not limited to using, storing, blending, producing, gathering, refining, transferring, distributing, consuming, handling or moving an ignitable liquid.

(cc) "Tank terminal equipment" means equipment that is at a tank terminal and involved in tank terminal activities, and such equipment is under the control of the tank terminal owner or operator. This equipment includes, but is not limited to, tanks, pumps, piping, valves, and ancillary equipment.

(Ord. No. 2026-11, 2024-14, § IV; Ord. 2014-07, § IV, 6-17-14; Ord. 2006-22 § 4, Ord. 98-48 § 2)

450-8.016 - Stationary source safety requirements.

The stationary source shall submit a safety plan to the Department within one-year of the effective date of the ordinance codified in this chapter or within three years of the date a facility becomes a stationary source, that complies with the provisions of this section and that includes the safety elements listed in subsection (a). In addition, the stationary source shall comply with the safety requirements set forth in subsections (a) through (e), (i) and G) and shall include a description of the manner of compliance with these subsections in the safety plan. A new covered process at an existing stationary source shall comply with subsections (a) through (e), (i) and G) prior to initial startup.

(a) Safety Program Elements. All covered processes shall be subject to the safety program elements listed below. The safety plan shall include a description of the manner in which these safety program elements listed below shall be applied to the covered process. These safety program elements shall be implemented in conformance with the California accidental release prevention program and the safety plan shall follow Chapters 5, 7, 8 and 9 of the county health services Department's CalARP program guidance document.

(1) Process Safety Information.

(A) The stationary source shall complete a compilation of written process safety information before conducting any process hazard analysis as required by this chapter. The compilation of written process safety information is to enable the stationary source and the employees involved in operating the covered process to identify and understand the hazards posed by the covered process. This process safety information shall include information pertaining to the hazards of the regulated substances used or produced by the process, information pertaining to the technology of the process, information pertaining to the equipment in the process, and information pertaining to the hazards of the regulated substances in the process.

(i) This information shall consist of at least the following: toxicity information; permissible exposure limits; physical data; reactivity data; corrosivity data; thermal and chemical stability data; and hazardous effects of inadvertent mixing of different materials that could foreseeably occur.

(ii) Safety data sheets meeting the requirements of Section 5194, Title 8 of California Code of Regulations may be used to comply with this requirement to the extent they contain the information required by this subsection.

(iii) Information pertaining to the technology of the process shall include at least the following: a block flow diagram or simplified process flow diagram; process chemistry; maximum intended inventory; safe upper and lower limits for such items as temperatures, pressures, flows or compositions; and, an evaluation of the consequences of deviations. Where the original technical information no longer exists, such information may be developed in conjunction with the process hazard analysis in sufficient detail to support the analysis.

(iv) Information pertaining to the equipment in the process shall include: materials of construction; piping and instrument diagrams (P&ID's); electrical classification; relief system design and design basis; ventilation system design; design codes and standards employed; material and energy balances for processes built after the compliance date of the ordinance codified in this chapter; and safety systems (e.g., interlocks, detection or suppression systems).

(B) The stationary source shall document that equipment complies with recognized and generally accepted good engineering practices.

(C) For existing equipment designed and constructed in accordance with codes, standards, or practices that are no longer in general use, the stationary source shall determine and document that the equipment is designed, maintained, inspected, tested, and operating in a safe manner.

(2) Operating Procedures.

(A) The stationary source shall develop and implement written operating procedures that provide clear instructions for safely conducting activities involved in each covered process consistent with the process safety information and shall address at least the following elements:

(i) Steps for each operating phase: initial startup; normal operations; temporary operations; emergency shutdown, including the conditions under which emergency shutdown is required, and the assignment of shutdown responsibility to qualified operators to ensure that emergency shutdown is executed in a safe and timely manner; emergency operations; normal shutdown; and, startup following a turnaround, or after an emergency shutdown.

(ii) Operating limits: consequences of deviation; and steps required to correct or avoid

deviation.

(B) Safety and Health Considerations. Properties of, and hazards presented by, the chemicals used in the process; precautions necessary to prevent exposure, including engineering controls, administrative controls, and personal protective equipment; control measures to be taken if physical contact or airborne exposure occurs; quality control for raw materials and control of hazardous chemical inventory levels; and, any special or unique hazards.

(C) Safety systems and their functions.

(D) Operating procedures shall be readily accessible to employees who work in or maintain a process.

(E) The operating procedures shall be reviewed as often as necessary to assure that they reflect current operating practice, including changes that result from changes in process chemicals, technology, and equipment, and changes to stationary sources. The stationary source shall certify annually that these operating procedures are current and accurate.

(F) The stationary source shall develop and implement safe work practices to provide for the control of hazards during operations such as lockout/tagout; confined space entry; opening process equipment or piping; and control over entrance into a stationary source by maintenance, contractor, laboratory, or other support personnel. These safe work practices shall apply to employees and contractor employees.

(3) Employee Participation.

(A) The stationary source shall develop a written plan of action regarding the implementation of the employee participation required by this chapter.

(B) The stationary source shall consult with employees and their representatives on the conduct and development of process hazards analyses and on the development of the other elements of the safety program in this chapter.

(C) The stationary source shall provide to employees and their representatives access to process hazard analyses and to all other information required to be developed under this chapter.

(4) Training. For each employee in such covered process:

(A) Initial Training. Each employee presently involved in operating a covered process, and each employee before being involved in operating a newly assigned covered process, shall be trained in an overview of the process and in the operating procedures as specified in subsection (a)(2)(A). The training shall include emphasis on the specific safety and health hazards, emergency operations including shutdown, and safe work practices applicable to the employee's job tasks. In lieu of initial training for those employees already involved in operating a process, an owner or operator may certify in writing that the employee has the required knowledge, skills, and abilities to safely carry out the duties and responsibilities as specified in the operating procedures.

(B) Refresher Training. Refresher training shall be provided at least every three years, and more often if necessary, to each employee involved in operating a covered process to assure that the employee understands and adheres to the current operating procedures of the covered process. The stationary source, in consultation with the employees involved in operating the process, shall determine the appropriate frequency of refresher training.

(C) Training Documentation. The stationary source shall ascertain that each employee involved in operating a process has received and understood the training required by this section.

The stationary source shall prepare a record which contains the identity of the employee, the date of training, and the means used to verify that the employee understood the training.

(5) Mechanical Integrity, including the use of industry codes, standards, and guidelines.

(A) Application. Subsections (a)(5)(B) through (a)(5)(F) apply to the following process equipment: pressure vessels and storage tanks; piping subsystems (including piping components such as valves); relief and vent systems and devices; emergency shutdown systems; controls (including monitoring devices and sensors, alarms, and interlocks) and pumps.

(B) Written Procedures. The stationary source shall establish and implement written procedures to maintain the on-going integrity of process equipment.

(C) Training for Process Maintenance Activities. The stationary source shall train each employee involved in maintaining the on-going integrity of process equipment in an overview of that process and its hazards and in the procedures applicable to the employee's job tasks to assure that the employee can perform the job tasks in a safe manner.

(D) Inspection and Testing.

(1) Inspections and tests shall be performed on process equipment. Inspection and testing procedures shall follow recognized and generally accepted good engineering practices. The frequency of inspections and tests of process equipment shall be consistent with applicable manufacturers' recommendations and good engineering practices, and more frequently if determined to be necessary by prior operating experience. The stationary source shall document each inspection and test that has been performed on process equipment. The documentation shall identify the date of the inspection or test, the name of the person who performed the inspection or test, the serial number or other identifier of the equipment on which the inspection or test was performed, a description of the inspection or test performed, and the results of the inspection or test.

(E) Equipment Deficiencies. The stationary source shall correct deficiencies in equipment that are outside acceptable limits (defined by the process safety information in subsection (a)(l)) before further use or in a safe and timely manner when necessary means are taken to assure safe operation.

(F) Quality Assurance. In the construction of new plants and equipment, the stationary source shall assure that equipment as it is fabricated is suitable for the process application for which they will be used. Appropriate checks and inspections shall be performed to assure that equipment is installed properly and consistent with design specifications and the manufacturer's instructions. The stationary source shall assure that maintenance materials, spare parts and equipment are suitable for the process application for which they will be used.

(6) Management of Change.

(A) The stationary source shall establish and implement written procedures to manage changes (except for "replacements in kind") to process chemicals, technology, equipment, and procedures; and changes to stationary sources that affect a covered process.

(B) The procedures shall assure that the following considerations are addressed prior to any change: the technical basis for the proposed change; impact of change on safety and health; modifications to operating procedures; necessary time period for the change; and authorization requirements for the proposed change. The procedures shall also require identification and analysis of inherently safer systems as required by subsection (i).

(C) Employees involved in operating a process and maintenance and contract employees whose job tasks will be affected by a change in the process shall be informed of, and trained in, the change prior to startup of the process or affected part of the process.

(D) If a change covered by this section results in a change in the process safety information required by subsection (a)(l), such information shall be updated accordingly.

(E) If a change covered by this section results in a change in the operating procedures or practices required by subsection (a)(2), such procedures or practices shall be updated accordingly.

(7) Pre-Startup Reviews.

(A) The stationary source shall perform a pre-startup safety review for new stationary sources and for modified stationary sources when the modification is significant enough to require a change in the process safety information.

(B) The pre-startup safety review shall confirm that prior to the introduction of regulated substances to a covered process: construction and equipment is in accordance with design specifications; safety, operating, maintenance, and emergency procedures are in place and are adequate; for new covered processes, a process hazard analysis has been performed and recommendations have been resolved or implemented before startup; and modified covered processes meet the requirements contained in management of change, subsection (a)(6); and training of each employee involved in operating a process has been completed.

(8) Compliance Audits.

(A) The stationary source shall certify that they have evaluated compliance with the provisions of this section at least every three years to verify that the procedures and practices developed under this chapter are adequate and are being followed.

(B) The compliance audit shall be conducted by at least one person knowledgeable in the process.

(C) A report of the findings of the audit shall be developed.

(D) The stationary source shall promptly determine and document an appropriate response to each of the findings of the compliance audit, and document that deficiencies have been corrected.

(E) The stationary source shall retain the two most recent compliance audit reports.

(9) Incident Investigation.

(A) The stationary source shall investigate each incident which resulted in, or could reasonably have resulted in a catastrophic release of a regulated substance.

(B) An incident investigation shall be initiated as promptly as possible, but not later than forty-eight hours following the incident.

(C) An incident investigation team shall be established and consist of at least one person knowledgeable in the covered process involved, including a contract employee if the incident involved work of the contractor, and other persons with appropriate knowledge and experience to thoroughly investigate and analyze the incident.

(D) A report shall be prepared at the conclusion of the investigation which includes at a minimum: date of incident; date investigation began; a description of the incident; the factors that contributed to the incident; and recommendations resulting from the investigation. The written summary shall indicate whether the cause of the incident and/or recommendations

resulting from the investigation are specific only to the process or equipment involved in the incident, or are applicable to other processes or equipment at the stationary source. The incident investigation report shall be made available to the Department upon request.

(E) The stationary source shall establish a system to promptly address and resolve the incident report findings and recommendations. As part of this system, inherently safer systems shall be identified and analyzed as required by subsection (i). Resolutions and corrective actions shall be documented.

(F) The report shall be reviewed with all affected personnel whose job tasks are relevant to the incident findings including contract employees where applicable.

(G) Incident investigation reports shall be retained for five years.

(10) Hot Work.

(A) The stationary source shall issue a hot work permit for hot work operations conducted on or near a covered process.

(B) The permit shall document that the fire prevention and protection requirements in Section 5189 of Title 8 of California Code Regulations have been implemented prior to beginning the hot work operations; it shall indicate the date(s) authorized for hot work; and identify the object on which hot work is to be performed. The permit shall be kept on file until completion of the hot work operations.

(11) Contractors.

(A) Application. This section applies to contractors performing maintenance or repair, turnaround, major renovation, or specialty work on or adjacent to a covered process. It does not apply to contractors providing incidental services which do not influence process safety, such as janitorial work, food and drink services, laundry, delivery or other supply services.

(B) Stationary Source Responsibilities.

(i) The stationary source, when selecting a contractor, shall obtain and evaluate information regarding the contract owner or operator's safety performance and programs.

(ii) The stationary source shall inform contract owner or operator of the known potential fire, explosion, or toxic release hazards related to the contractor's work and the process.

(iii) The stationary source shall explain to the contract owner or operator the applicable provisions of the emergency response program subsection (a)(12).

(iv) The stationary source shall develop and implement safe work practices consistent with subsection (a)(2) to control the entrance, presence, and exit of the contract owner or operator and contract employees in covered process areas.

(v) The stationary source shall periodically evaluate the performance of the contract owner or operator in fulfilling their obligations as specified in subsection (a)(l l)(C).

(C) Contract Owner or Operator Responsibilities.

(i) The contract owner or operator shall assure that each contract employee is trained in the work practices necessary to safely perform his/her job.

(ii) The contract owner or operator shall assure that each contract employee is instructed in the known potential fire, explosion, or toxic release hazards related to his/her job and the process, and the applicable provisions of the emergency action plan.

(iii) The contract owner or operator shall document that each contract employee has received and understood the training required by this section. The contract owner or operator

shall prepare a record which contains the identity of the contract employee, the date of training, and the means used to verify that the employee understood the training.

(iv) The contract owner or operator shall assure that each contract employee follows the safety rules of the stationary source including the safe work practices required by subsection (a)(2).

(v) The contract owner or operator shall advise the stationary source of any unique hazards presented by the contract owner or operator's work, or of any hazards found by the contract owner or operator's work.

(12) Emergency Response Program.

(A) The stationary source shall develop and implement an emergency response program for the purpose of protecting public health and the environment. Such program shall include the following elements:

(i) An emergency response plan, which shall be maintained at the stationary source and contain at least the following elements: procedures for informing the public and local emergency response agencies about accidental releases, emergency planning, and emergency response; documentation of proper first aid and emergency medical treatment necessary to treat accidental human exposures; and procedures and measures for emergency response after an accidental release of a regulated substance;

(ii) Procedures for the use of emergency response equipment and for its inspection, testing, and maintenance, including documentation of inspection, testing, and maintenance;

(iii) Training for all employees in relevant procedures and the incident command system; and

(iv) Procedures to review and update, as appropriate, the emergency response plan to reflect changes at the stationary source and ensure that employees are informed of changes.

(B) A written plan that complies with other federal contingency plan regulations or is consistent with the approach in the national response team's integrated contingency plan guidance ('One Plan") and that, among other matters, includes the elements provided in subsection (a)(12)(A), shall satisfy the requirements of this section if the stationary source also complies with subsection (a)(12)(C).

(C) The emergency response plan developed under this section shall be coordinated with the community emergency response plan developed under 42 U.S.C. Section 11003. Upon request of the local emergency planning committee or emergency response officials, the stationary source shall promptly provide to the local emergency response officials information necessary for developing and implementing the community emergency response plan.

(D) The stationary source whose employees will not respond to accidental releases of regulated substances need not comply with subsections (a)(12)(A) through (a)(l2)(C) provided that they meet the following:

(i) For stationary sources with any regulated toxic substance held in a process above the threshold quantity, the stationary source is included in the community emergency response plan developed under Section 11003 of Title 42 of the United States Code (U.S.C.); or

(ii) For stationary sources with only regulated flammable substances held in a process above the threshold quantity the stationary source has coordinated response actions with the local fire department; and

(iii) . Appropriate mechanisms are in place to notify emergency responders when there is a need for a response.

(13) Safety Program Management.

(A) The owner or operator of a stationary source subject to this chapter shall develop a management system to oversee the implementation of the safety program elements.

(B) The owner or operator shall assign a qualified person or position that has the overall responsibility for the development, implementation, and integration of the safety program elements.

(C) When responsibility for implementing individual requirements of this chapter is assigned to persons other than the person identified under subsection (a)(13)(B), the names or positions of these people shall be documented and the lines of authority defined through an organization chart or similar document.

(D) Process Safety Performance Indicators.

(i) No later than September 30, 2014, the Department shall develop a list of stationary source activities and other events to be measured by each stationary source in order to evaluate the performance of process safety systems. This list is the "event list." Each stationary source shall measure these activities and other events and document the measurements. These documented measurements are "common process safety performance indicators." No later than September 30 of each year after 2014, each stationary source will report to the Department the common process safety performance indicators recorded by the stationary source in the prior calendar year. The Department will include these common process safety performance indicators in the annual performance review and evaluation report required by Section 450-8.030.

(ii) The Department shall review the event list at least once every three years to determine if it should be revised. If the Department determines that a new activity or other event will be added to the event list, stationary sources shall report to the Department the new common process safety performance indicator(s) by September 30 of year following the revision of the event list.

(iii) No later than September 30, 2014, each stationary source shall develop a list of site-specific activities and other events that it will measure in order to evaluate the performance of its process safety systems. Each stationary source shall document these site-specific process safety performance indicators and make this documentation available to the Department during an audit or inspection and upon request.

(b) Human Factors Program.

(1) Stationary sources shall develop a written human factors program that follows the human factors guidance document developed or adopted by the Department. The program shall be developed within one-year following the issuance of the county guidance documents, the effective date of the ordinance codified in this section, or as otherwise allowed by this chapter, whichever is later. The human factors program shall address:

(A) The inclusion of human factors in the process hazards analysis process;

(B) The consideration of human systems as causal factors in the incident investigation process for major chemical accidents or releases or for an incident that could reasonably have resulted in a major chemical accident or release;

(C) The training of employees in the human factors program;

(D) Operating procedures;

(E) Maintenance safe work practice procedures and maintenance procedures for specialized equipment, piping, and instruments, no later than June 30, 2011, and;

(F) The requirement to conduct a management of change prior to staffing changes for changes in permanent staffing levels/reorganization in operations, maintenance, health and safety, or emergency response. This requirement shall also apply to stationary sources using contractors in permanent positions in operations and maintenance. Prior to conducting the management of change, the stationary source shall ensure that the job function descriptions are current and accurate for the positions under consideration. Staffing changes that last longer than ninety days are considered permanent. Temporary changes associated with strike preparations shall also be subject to this requirement. Employees and their representatives shall be consulted in the management of change.

(2) Employees and their representatives shall participate in the development of the written human factors program.

(3) The program shall include, but not be limited to, issues such as staffing, shiftwork and overtime.

(4) A description of the human factors program subsections (b)(l) through (b)(3) shall be included in the safety plan prepared by the stationary source.

(c) Root Cause Analysis and Incident Investigation.

(l) Stationary sources shall conduct a root cause analysis for each major chemical accident or release which occurs after the effective date of the ordinance codified in this chapter. Stationary sources shall periodically update the Department on facts related to the release or incident, and the status of a root cause analysis conducted pursuant to this section, at meetings scheduled by the Department in cooperation with the stationary source. To the maximum extent feasible, the Department and the stationary source shall coordinate these meetings with other agencies with jurisdiction over the stationary source. Within thirty days of completing a root cause analysis performed pursuant to this section, the stationary source shall submit to the Department a final report containing that analysis, including recommendations to be implemented to mitigate against the release or incident reoccurring, if any, and a schedule for completion of

resulting recommendations. The stationary source shall also comply with subsection (i)(l)(E) if applicable. The Department may require the stationary source to submit written, periodic update reports at a frequency not to exceed every thirty days until the final report is submitted. The methodology of the root cause analysis shall be one of the methodologies recognized by the Center for Chemical Process Safety or shall be reviewed by the Department to determine substantial equivalency.

(2) The Department may elect to do its own independent root cause analysis or incident investigation for a major chemical accident or release. If the Department elects to conduct a root cause analysis or incident investigation the stationary source shall cooperate with the Department by providing the following access and information in a manner consistent with the safety of Department and stationary source personnel and without placing undue burdens on the operation of the stationary source:

(i) Allow the Department to investigate the accident site and directly related facilities such as control rooms, physical evidence and where practicable the external and internal inspection of equipment;

(ii) Provide the Department with pertinent documentation; and

(iii) Allow the Department to conduct independent interviews of stationary source employees, subject to all rights of the stationary source and employees to be represented by legal counsel and/or management and union representatives during such interviews. If in the course of the Department's root cause analysis or incident investigation access is required to areas of the stationary source which in the judgment of the stationary source requires personnel entering the area to use protective equipment and/or have specialized training the Department shall provide its personnel with such equipment and training. To the maximum extent feasible, the Department shall coordinate any root cause analysis or incident investigation it conducts with investigations conducted by other agencies with jurisdiction over the stationary source to minimize the adverse impacts on the stationary source and/or its employees.

(3) No part of the conclusions, findings or recommendations of the root cause analysis conducted by the Department or stationary source, or incident investigation conducted by the Department, relating to any major chemical accident or release or the investigation thereof shall be admitted as evidence or used in any action or suit for damages arising out of any matter mentioned in such report.

(4) If the Department issues a root cause analysis report, the stationary source shall comply with subsection (i)(l)(E) if applicable.

(d) Process Hazard Analysis/Action Items.

(1) Process hazard analyses will be conducted for each of the covered processes according to one of the following methods: What-if, checklist, what-if/checklist, hazard and operability study (HAZOP), failure mode and effects analysis (FMEA), fault tree analysis or an appropriate equivalent methodology approved by the Department prior to conducting the process hazard analysis. The PHA shall be appropriate to the complexity of the covered process and shall identify, evaluate, and control the hazards involved in the covered process. The PHA shall address: the hazards of the process; the identification of any previous incident which had a likely potential for catastrophic consequences; engineering and administrative control applicable to the hazards and their interrelationships such as appropriate application of detection methodologies to provide early warning of releases (acceptable detection methods might include process monitoring and control instrumentation with alarms, and detection hardware such as hydrocarbon sensors); consequences of failure of engineering and administrative controls; covered process and stationary source siting; human factors; and a qualitative evaluation of a range of the possible safety and health effects of failure of controls. Process hazard analyses should also include consideration of external events except for seismic analyses, which are only required when criteria listed in subsection (d)(2) are satisfied. All process hazard analyses shall be performed by a team with expertise in engineering and process operations, and the team shall include at least one employee who has experience and knowledge specific to the process being evaluated. Also, one member of the team must be knowledgeable in the specific PHA methodology being used.

(2) The process hazard analyses shall be conducted within one-year of the effective date of

the ordinance codified in this chapter and no later than the submittal date of the safety plan. Previously completed process hazard analyses that comply with the California Code of Regulations, Title 8, Section 5189, and/or the California Code of Regulations, Title 19, Section 5100.2 are acceptable for the purposes of this chapter. Process hazard analyses shall be updated and revalidated at least once every five years after completion of the initial process hazard analysis. Updated and revalidated process hazard analyses completed to comply with the California Code of Regulations, Title 8, Section 5189, and/or the California Code of Regulations, Title 19, Section 5100 are acceptable for meeting the update and revalidation requirement. Seismic events shall be considered for processes containing a substance defined in the California Code of Regulations, Title 19, Chapter 2, Section 5130.6, if the distance to the nearest public receptor for a worst case release scenario specified by the California Code of Regulations, Title 19, Chapter 2, Section 5080.3 is within the distance to a-toxic or flammable endpoint as defined in California Code of Regulations, Title 19, Chapter 2, Section 5080.2(a).

(3) For all covered processes, the stationary source shall document the decision made to implement or not implement all PHA recommended action items and the results of recommendations for additional study. The stationary source shall complete recommended actions from the initial PHA and from PHA revalidations, identified by the process hazard analysis and selected for implementation by the stationary source as follows: all actions not requiring a process shutdown shall be completed within one-year after the completion of the PHA; all actions requiring a process shutdown shall be completed during the first regularly scheduled turnaround of the applicable process subsequent to one-year after the completion of the PHA unless the stationary source demonstrates to the satisfaction of the Department that such a schedule is infeasible. For recommended actions not selected for implementation, the stationary source shall include the justification for not implementing the recommended action. For all covered processes, the stationary source shall retain documentation of closure, and any associated justifications, of actions identified by the PHA. The stationary source shall communicate the actions to operating, maintenance, and other employees whose work assignments are in the process and who may be affected by the recommendations or actions.

(e) Accident History.

(1) The stationary source shall include an accident history in the safety plan of all major chemical accidents or releases from June 1, 1992, through the date of safety plan submittal to the Department. For each major chemical accident or release the stationary source shall report the following information, to the extent known:

Date, time and approximate duration of the release;

Chemicals released;

Estimated quantity released in pounds;

Type of release event and its source;

Weather conditions at the time of the release;

On-site impacts;

Known off-site impacts;

Initiating event and contributing factors;

Root cause(s);

Whether off-site responders were notified, and;

Operational or process changes that resulted from the investigation of the release.

(2) The stationary source shall annually submit a report of the accident history to the Department. The first report shall be due two years after the effective date of the ordinance codified in this chapter, and subsequent reports shall be due by September 30 of each year.

(f) Certification. The owner or operator shall submit in the safety plan a single certification that, to the best of the signer's knowledge, information, and belief formed after reasonable inquiry, the information submitted is true, accurate, and complete.

(g) Security and Vulnerability Assessment. Each stationary source shall perform and document a security and vulnerability assessment as defined in the Contra Costa County CalARP program guidance document, by June 30, 2007, and at least once every five years after the initial assessment, or as prescribed by federal regulation. The stationary source shall document its process for assuring that recommendations are addressed.

(h) Safety Culture Assessment. The stationary source shall conduct a safety culture assessment. The assessment shall be based upon a method listed in the Contra Costa County ISO Safety Program guidance document or shall be reviewed by the Department to determine substantial equivalency. The initial assessment shall be performed by one-year following the revisions to the industrial safety ordinance guidance document that addresses the safety culture assessment, and at least once every five years thereafter. The safety culture assessment will be reviewed during the audit and inspection of the stationary source. The Department may perform its own safety culture assessment after a major chemical accident or release or the occurrence of any incident that could reasonably have led to a major chemical accident or release, or based on Department audit results of the stationary source.

(i) Inherently Safer Systems Analysis.

(1) A stationary source shall conduct an inherently safer systems analysis (ISSA) for each covered process as follows:

(A) The stationary source shall conduct an ISSA on existing covered processes every five years.

(B) The stationary source shall conduct an ISSA in the development and analysis of recommended action items identified in a PHA.

(C) Effective September 30, 2014, whenever a major change is proposed at a facility that could reasonably result in a major chemical accident or release, the stationary source shall conduct an ISSA as part of a management of change review required by subsection (a)(6)(B).

(D) If an incident occurs on or after September 30, 2014, an investigation of the incident is conducted pursuant to subsection (a)(9)(A) and the incident investigation report recommends a major change that could reasonably result in a major chemical accident or release, the stationary source shall commence and complete an ISSA of the recommended major change as soon as administratively practicable after completion of the incident investigation report.

(E) If an incident occurs on or after September 30, 2014, a root cause analysis of the incident is conducted as required by subsections (c)(1) or (c)(2), and the root cause analysis report or an associated incident investigation report recommends a major change that could reasonably result in a major chemical accident or release, the stationary source shall commence and complete an ISSA of the recommended major change as soon as administratively practicable after completion of the root cause analysis report.

(F) The stationary source shall conduct an ISSA during the design of new processes, process units and facilities. Immediately upon completion of the ISSA report referred to in subsection (i)(2), the stationary source shall advise the Department of the availability of the ISSA report.

(2) The stationary source shall prepare a written report documenting each ISSA within thirty days of completion of the ISSA and make the report available to the Department during an audit or inspection and upon request. The ISSA report must contain, at a minimum, the following information:

(A) Identification and a description of the inherently safer system(s) analyzed in the ISSA;

(B) A description of the methodology used to analyze the inherently safer systems(s);

(C) The conclusions of theanalysis;

(D) The rationale for the conclusions; and

(E) An action plan, including a timeline to implement the inherently safer system(s) recommended in the ISSA.

(3) The stationary source shall select and implement each inherently safer system identified in an ISSA report to the greatest extent feasible and as soon as administratively practicable. If a stationary source concludes that implementation of an inherently safer system is not feasible, the stationary source shall document the basis for this conclusion in meaningful detail. The documentation shall include sufficient evidence to demonstrate to the Department's satisfaction that implementing the inherently safer system is not feasible and the reasons for this conclusion. A claim that implementation of an inherently safer system is not feasible shall not be based solely on evidence of reduced profits or increased costs.

(j) Safeguard Protection Analysis.

(1) Effective September 30, 2014, a stationary source shall conduct a Layer of Protection Analysis or an alternative type of analysis approved by the Department that uses a quantitative, qualitative or equivalent semi-quantitative method to determine the effectiveness of existing safeguards and safeguards recommended in a PHA to reduce the probability and/or severity of a catastrophic release. The safeguard protection analysis may be a standalone analysis or incorporated within a PHA.

(2) The stationary source shall complete the safeguard protection analysis no later than June 30, 2019. A safeguard protection analysis that was completed by a stationary source within five years prior to June 30, 2019, in accordance with the standards set forth in subsection (j)(l), will be deemed to comply with this requirement. The stationary source shall update and revalidate the safeguard protection analysis at least once every five years.

(3) All safeguard protection analyses shall be performed by a team with expertise in engineering and process operations. The team shall include at least one employee who has experience and knowledge specific to the safeguards and one member who is knowledgeable about the specific safeguard protection analysis method used.

(4) The stationary source shall prepare a written report that documents the safeguard protection analysis in accordance with the standard of practice applicable to the type of analysis conducted. The stationary source will complete thereport within thirty days after the completion of the safeguard protection analysis and make the report available to the Department during an audit or inspection and upon request. (Ord. No.2024-14, § *N;* 2014-07, § V, 6-17-14; Ords. 2006-

22 § 5, 2000-20 § 1, 98-48 § 2)

450-8.017 - Tank terminal safety requirements.

The tank terminal shall submit to the Department a safety plan that includes the safety elements listed in subsection (a), within one and a half years after the effective date of the ordinance adding Section 450-8.017 to this chapter, within one and a half years after the Department first issues a safety program guidance document for tank terminals, or within one and a half years after a tank terminal becomes subject to this section, whichever is later. In addition, the tank terminal shall comply with the safety requirements set forth in subsections (a) through (c) and shall include a description of the manner of compliance with the safety program elements in subsection (a) in the safety plan. Any new tank terminal equipment at an existing tank terminal shall comply with subsections (a) through (c) prior to introduction of an ignitable liquid into that equipment.

(a) Safety Program Elements. All tank terminal activities and tank terminal equipment shall be subject to the safety program elements listed below. The safety plan shall include a description of the manner in which these safety program elements listed shall be applied to the tank terminal. These safety program elements shall be implemented in conformance with the Department's safety program guidance document for tank terminals.

(1) Safety Information.

(A) The tank terminal shall complete a compilation of written safety information before conducting any hazard review as required by this chapter. The compilation of written safety information enables the tank terminal and the employees involved in tank terminal activities to identify and understand the hazards posed by these activities. This safety information shall include information pertaining to the hazards of the tank terminal activities and information pertaining to the hazards of the ignitable liquids contained in tank terminal equipment.

(i) The safety information required under subsection (a)(l)(A) shall consist of at least the following: Toxicity information; permissible exposure limits; physical data; reactivity data; corrosivity data; thermal and chemical stability data; and hazardous effects of inadvertent mixing of different materials that could foreseeably occur. Safety data sheets meeting the requirements of Section 5194, Title 8 of California Code of Regulations may be used to comply with this requirement to the extent they contain the information required by this subsection.

(ii) Information pertaining to the tank terminal activities shall include at least the following: A block flow diagram or simplified process flow diagram; maximum intended inventory; safe upper and lower limits. for such items as temperatures, pressures, flows, levels or compositions; and an evaluation of the consequences of deviations. Where the original technical information no longer exists, such information may be developed in conjunction with the hazard review in sufficient detail to support the analysis.

(iii) Information pertaining to the tank terminal equipment shall include materials of construction; P&ID's; electrical classification; relief system design and design basis; design codes and standards employed; and safety systems (e.g., interlocks, detection or suppression systems).

(B) The tank terminal shall document that tank terminal equipment complies with recognized and generally accepted good engineering practices.

(C) For existing tank terminal equipment designed and constructed in accordance with codes, standards, or practices that is no longer in general use, the tank terminal shall determine and document that the equipment is designed, maintained, inspected, tested, and operating in a safe manner.

(2) Operating Procedures.

(A) The tank terminal shall develop and implement written operating procedures that provide clear instructions for safely conducting tank terminal activities consistent with the safety information and shall address at least the following elements:

(i) Steps for each operating phase: Initial startup; normal operations; temporary operations; emergency shutdown, including the conditions under which emergency shutdown is required, and the assignment of shutdown responsibility to qualified operators to ensure that emergency shutdown is executed in a safe and timely manner; emergency operations; normal shutdown; and startup following a maintenance outage or after an emergency shutdown.

(ii) Operating limits: Consequences of deviation; and steps required to correct or avoid deviation.

(B) Safety and Health Considerations. Properties of, and hazards presented by, the ignitable liquids contained in tank terminal equipment; precautions necessary to prevent exposure, including engineering controls, administrative controls, and personal protective equipment; control measures to be taken if physical contact or airborne exposure occurs; quality control for raw materials and control of hazardous inventory levels; and, any special or unique hazard.

(C) Operating procedures shall be readily accessible to employees who operate or maintain tank terminal equipment.

(D) Operating procedures shall be reviewed and revised as often as necessary to assure that they reflect current operating practice, including changes that result from changes in ignitable liquids, tank terminal activities or tank terminal equipment, or changes to the tank terminal. The tank terminal shall certify annually that these operating procedures are current and accurate.

(E) The tank terminal shall develop and implement safe work practices to provide for the control of hazards during operations such as hot work; lockout/tagout; confined space entry; opening tank terminal equipment; an control over access to a tank terminal by maintenance, contractor, laboratory, or other support personnel. These safe work practices shall apply to employees and contractor employees.

(F) Training on Operating Procedures. The tank terminal shall provide initial and refresher training to each employee involved in implementing the written operating procedures for safely conducting tank terminal activities. Initial training shall be provided to each employee before being involved in newly assigned tank terminal activities. Refresher training shall be provided at least every three years to each employee involved in tank terminal activities to assure that the employee understands and adheres to the current operating procedures. All training shall be documented.

(3) Mechanical Integrity, Including the use of industry codes, standards, and guidelines.

(A) Application. Subsections (a)(3)(B) through (a)(3)(F) apply to the following tank terminal equipment: Pressure vessels and storage tanks; piping subsystems (including piping

components such as valves); relief and vent systems and devices; emergency shutdown systems; controls (including monitoring devices and sensors, alarms, and interlocks) and pumps.

(B) Written Procedures. The tank terminal shall establish and implement written procedures to maintain the ongoing integrity of tank terminal equipment.

(C) Training for Tank Terminal Equipment Maintenance Activities. The tank terminal shall train each employee involved in maintaining the ongoing integrity of tank terminal equipment in hazards of the tank terminal equipment and of the ignitable liquid contained in the equipment, and in the procedures applicable to the employee's job tasks to assure that the employee can perform the job tasks in a safe manner.

(D) Inspection and Testing. Inspections and tests shall be performed on tank terminal equipment. Inspection and testing procedures shall follow recognized and generally accepted good engineering practices. The frequency of inspections and tests of tank terminal equipment shall be consistent with applicable manufacturers' recommendations and good engineering practices, and more frequently if determined to be necessary by prior operating experience. The tank terminal shall document each inspection and test that has been performed on tank terminal equipment. The documentation shall identify the date of the inspection or test, the name of the person who performed the inspection or test, the serial number or other identifier of the equipment on which the inspection or test was performed, a description of the inspection or test performed, and the results of the inspection or test.

(E) Equipment Deficiencies. The tank terminal shall correct deficiencies in equipment that are outside acceptable limits (defined by the safety information in subsection (a)(l)) before further use or in a safe and timely manner when necessary means are taken to assure safe operation.

(F) Quality Assurance. In the construction of new equipment, the tank terminal shall assure that equipment as it is fabricated is suitable for the tank terminal activities for which they will be used. Appropriate checks and inspections shall be performed to assure that equipment is installed properly and consistent with design specifications and the manufacturer's instructions. The tank terminal shall assure that maintenance materials, spare parts and equipment are suitable for the tank terminal activity in which they will be used.

(4) Management of Change, including compliance with applicable building and fire codes then in effect.

(A) The tank terminal shall establish and implement written procedures to manage changes (except for "replacements in kind") to ignitable liquids, tank terminal activities, tank terminal equipment, and procedures.

(B) The procedures shall assure that the following considerations are addressed prior to any change: The technical basis for the proposed change; impact of change on safety and health; modifications to operating procedures; necessary time period for the change; and authorization requirements for the proposed change.

(C) Employees involved in operating a tank terminal and maintenance and contract employees whose job tasks will be affected by a change shall be informed of, and trained in, the change prior to operating the tank terminal equipment.

(D) If a change covered by this section results in a change in the safety information

required by subsection (a)(l), such information shall be updated accordingly.

(E) If a change covered by this section results in a change in the operating procedures or practices required by subsection (a)(2), or results in a change in written procedures to maintain the ongoing integrity of tank terminal equipment required by subsection (a)(3), such procedures or practices shall be updated accordingly.

(F) Prior to construction of new tank terminal equipment or a structure, or alteration to the construction or use of existing tank terminal equipment or an existing structure, the tank terminal owner or operator shall consult with the local agency having authority to enforce the California Building Standards Code regarding any required building permits that must be obtained prior to construction or alteration.

(G) If a change covered by this section will result in a change in the type of material stored in any field erected tank, the tank terminal owner or operator shall consult with the local agency having land use authority regarding any required land use permits or other approvals that must be obtained prior to the change.

(5) Pre-Startup Reviews.

(A) The tank terminal shall perform a pre-startup safety review for new tank terminal equipment and for modified tank terminal equipment when a modification is significant enough to require a change in the safety information.

(B) The pre-startup safety review shall confirm, separate and in addition to any management of change review, that prior to the introduction of ignitable liquids to tank terminal equipment: Construction and equipment is in accordance with design specifications; safety, operating, maintenance, and emergency procedures are in place and are adequate; modified tank terminal equipment meets the requirements contained in management of change, subsection (a)(4); and training of each employee involved in operating tank terminal equipment has been completed.

(6) Incident Investigation.

(A) The tank terminal shall investigate each incident that resulted in or could reasonably have resulted in a major chemical accident or release (MCAR), uncontrolled ignition of an ignitable liquid, or a threatened release (as defined in Health and Safety Code section 25501(t)) of one or more ignitable liquids.

(B) An incident investigation shall be initiated as promptly as possible, but not later than 48 hours following the incident.

(C) An incident investigation team shall be established and consist of at least one person knowledgeable in the tank terminal activities involved, including a contract employee if the incident involved work of the contractor, and other persons with appropriate knowledge and experience to thoroughly investigate and analyze the incident.

(D) A report shall be prepared at the conclusion of the investigation which includes at a minimum: Date of incident; date investigation began; a description of the incident; the factors that contributed to the incident; and recommendations resulting from the investigation. The written summary shall indicate whether the cause of the incident and/or recommendations resulting from the investigation are specific only to the tank terminal activities or tank terminal equipment involved in the incident or are applicable to other tank terminal activities or tank terminal equipment at the tank terminal. The incident investigation report shall be made available to the Department upon request.

(E) The tank terminal shall establish a system to promptly address and resolve the incident report findings and recommendations. Resolutions and corrective actions shall be documented with completion date(s).

(F) The report shall be reviewed with all affected personnel whose job tasks are relevant to the incident findings, including contract employees where applicable.

(G) Incident investigation reports shall be retained for five years.

(7) Emergency Response.

(A) The tank terminal shall develop and implement an emergency response program for the purpose of protecting public health and the environment. Such program shall include the following elements:

(i) An emergency response plan, which shall be maintained at the tank terminal and contain at least the following elements: Procedures for informing the public and local emergency response agencies about accidental releases, emergency planning, and emergency response; documentation of proper first-aid and emergency medical treatment necessary to treat accidental human exposures; and procedures and measures for emergency response after an accidental release of an ignitable liquid.

(ii) Procedures for the use of emergency response equipment and for its inspection, testing, and maintenance, including documentation of inspection, testing, and maintenance.

(iii) Training for all employees in relevant procedures and the incident command system; and

(iv) Procedures to review and update, as appropriate, the emergency response plan to reflect changes at the tank terminal and ensure that employees are informed of changes.

(B) A written plan that complies with other federal contingency plan regulations or is consistent with the approach in the national response team's integrated contingency plan guidance ("One Plan") and that, among other matters, includes the elements provided in subsection (a)(7)(A), shall satisfy the requirements of this section if the tank terminal also complies with subsection (a)(7)(C).

(C) The emergency response plan developed under this section shall be coordinated with the community emergency response plan developed under 42 U.S.C. Section 11003. Upon request of the local emergency planning committee or emergency response officials, the tank terminal shall promptly provide to the local emergency response officials information necessary for developing and implementing the community emergency response plan.

(D) The tank terminal whose employees will not respond to an accidental release of an ignitable liquid need not comply with subsections (a)(7)(A) through (a)(7)(C) provided that they meet the following:

(i) The tank terminal has coordinated response actions with the local fire department at least once every three years; and

(ii) Appropriate mechanisms are in place to notify emergency responders when there is a need for a response.

(8) Safety Program Management.

(A) The tank terminal shall develop a management system to oversee the implementation of the safety program elements.

(B) The tank terminal shall assign a qualified person or position that has the overall

responsibility for the development, implementation, and integration of the safety program elements.

(C) When responsibility for implementing individual safety program elements is assigned to persons other than the person identified under subsection (a)(8)(B), the names or positions of these people shall be documented and the lines of authority defined through an organization chart or similar document.

(D) Safety Performance Indicators.

(i) No later than September 30, 2024, the Department shall develop a list of tank terminal activities and other events to be measured by each tank terminal in order to evaluate the performance of safety systems. This list is the "event list." Each tank terminal shall measure these activities and other events and document the measurements. These documented measurements are "common safety performance indicators." No later than September 30 of each year after the effective date of the ordinance adding Section 450-8.017 to this chapter, each tank terminal will report to the Department the common safety performance indicators recorded by the tank terminal in the prior calendar year. The Department will include these common safety performance indicators in the annual performance review and evaluation report required by Section 450-8.030.

(ii) The Department shall review the event list at least once every three years to determine if the event list should be revised. If the District determines that a new activity or other event will need to be added to the event list, each tank terminal shall report to the District the new common safety performance indicator(s) by September 30 of the next year following the revision of the event list.

(iii) No later than September 30, 2024, each tank terminal shall develop a list of site-specific activities and other events that it will measure in order to evaluate the performance of its safety systems. Each shall document these site-specific safety performance indicators and make this documentation available to the Department during an audit or inspection and upon request.

(b) Hazard Review/Action Items.

(1) A hazard review (HR) will be conducted on each tank terminal activity according to one of the following methods: What-if, checklist, what-if/checklist, HAZOP, failure mode and effects analysis (FMEA), fault tree analysis, or an appropriate equivalent methodology approved by the Department prior to conducting the hazard review. The HA shall be appropriate to the complexity of the tank terminal activity and shall identify, evaluate, and control the hazards involved in the tank terminal activity. The HR shall address: The hazards of the tank terminal activity; the identification of any previous incident which had a likely potential for catastrophic consequences; engineering and administrative control applicable to the hazards and their interrelationships such as appropriate application of detection methodologies to provide early warning of releases (acceptable detection methods might include monitoring and control instrumentation with alarms, and detection hardware such as hydrocarbon sensors); consequences of failure of engineering and administrative controls; tank terminal equipment and tank terminal siting; human factors; and a qualitative evaluation of a range of the possible safety and health effects of failure of controls. Hazard reviews should also include consideration of external events. All hazard reviews shall be

performed by a team with expertise in engineering and tank terminal activities, and the team shall include at least one operating employee who has experience and knowledge specific to the activity being evaluated. Also, one member of the team must be knowledgeable in the specific HR methodology being used.

(2) The hazard review shall be conducted within one year of the effective date of the ordinance adding Section 450-8.017 to this chapter and no later than the submittal date of the safety plan. Hazard reviews shall be updated and revalidated at least once every five years after completion of the initial hazard review. As part of the HR, a tank terminal shall complete a seismic assessment in accordance with good engineering practices as set forth in American Petroleum Institute Standard 650, 13th edition, and a security and vulnerability assessment (SVA) within one year after the effective date of the ordinance adding Section 450-8.017 to this chapter or within one year after the Department first issues a safety program guidance document for tank terminals, whichever is later, and at least once every five years after the initial assessment. A tank terminal that demonstrates its compliance with Department of Homeland Security or U.S. Coast Guard SVA requirements to the Department is exempt from the requirement to complete an SVA under this subsection. The tank terminal shall document its process for assuring that recommended action items in the HR are addressed.

(3) For all tank terminal activities, the tank terminal shall document the decision made to implement or not implement all HR recommended action items and the results of recommendations for additional study. The tank terminal shall complete recommended actions from the initial HR and from HR revalidations, identified by the hazard review and selected for implementation by the tank terminal within one year after the completion of the HR unless the tank terminal demonstrates to the satisfaction of the Department that such a schedule is infeasible and obtains a written extension from the Department, in which case the tank terminal shall complete the recommended actions in accordance with the extension. For recommended actions not selected for implementation, the tank terminal shall include the justification for not implementing the recommended action. For all tank terminal activities, the tank terminal shall retain documentation of closure, and any associated justifications, of actions identified by the HR. The tank terminal shall communicate the actions to operating, maintenance, and other employees whose work assignments relate to tank terminal activities and who may be affected by the recommendations or actions.

(c) Root Cause Analysis and Incident Investigation.

(1) Tank terminals shall conduct a root cause analysis for each major chemical accident or release which occurs after the effective date of the ordinance adding Section 450-8.017 to this chapter. Tank terminals shall periodically update the Department on facts related to the release or incident, and the status of a root cause analysis conducted pursuant to this section, at meetings scheduled by the Department in cooperation with the tank terminal. To the maximum extent feasible, the Department and the tank terminal shall coordinate these meetings with other agencies with jurisdiction over the tank terminal. Within thirty days of completing a root cause analysis performed pursuant to this section, the tank terminal shall submit to the Department a final report containing that analysis, including recommendations to be implemented to mitigate against the release or incident reoccurring, if any, and a schedule for completion of resulting recommendations. The Department may require the tank terminal to submit written, periodic

update reports at a frequency not to exceed every thirty days until the final report is submitted. The methodology of the root cause analysis shall be one of the methodologies recognized by the Center for Chemical Process Safety or shall be reviewed by the Department to determine substantial equivalency.

(2) The Department may elect to do its own independent root cause analysis or incident investigation for a major chemical accident or release. If the Department elects to conduct a root cause analysis or incident investigation, the tank terminal shall cooperate with the District by

providing the following access and information in a manner consistent with the safety of Department and tank terminal personnel and without placing undue burdens on the operation of the tank terminal:

(A) Allow the Department to investigate the accident site and directly related facilities such as control rooms, physical evidence and where practicable the external and internal inspection of equipment.

(B) Provide the Department with pertinent documentation; and

(C) Allow the Department to conduct independent interviews of tank terminal employees, subject to all rights of the tank terminal and employees to be represented by legal counsel and/or management and union representatives during such interviews. If, in the course of the Department's root cause analysis or incident investigation, access is required to areas of the tank terminal which in the judgment of the tank terminal requires personnel entering the area to use protective equipment and/or have specialized training the Department shall provide its personnel with such equipment and training. To the maximum extent feasible, the Department shall coordinate any root cause analysis or incident investigation it conducts with investigations conducted by other agencies with jurisdiction over the tank terminal to minimize the adverse impacts on the tank terminal and its employees.

(3) No part of the conclusions, findings or recommendations of the root cause analysis conducted by the Department or tank terminal, or incident investigation conducted by the Department, relating to any major chemical accident or release or the investigation thereof, shall be admitted as evidence or used in any action or suit for damages arising out of any matter mentioned in such report.

(d) Accident History.

(1) The tank terminal shall include an accident history in the safety plan of all major chemical accidents or releases from January 1, 2018, through the date of safety plan submittal to the Department. For each major chemical accident or release the tank terminal shall report the following information, to the extent known:

Date, time and approximate duration of the release;

Chemicals released;

Estimated quantity released in pounds;
Type of release event and its source;
Weather conditions at the time of the
release; On-site impacts;
Known off-site impacts;

Initiating event and contributing factors;
Root cause(s);
Whether off-site responders were notified; and
Operational or tank terminal equipment changes that resulted from the investigation of the release.

(2) The tank terminal shall annually submit a report of the accident history to the Department. The first report shall be due two years after the effective date of the ordinance adding Section 450-8.017 to this chapter, and subsequent reports shall be due September 30 of each year.

(e) Certification. The tank terminal shall submit in the safety plan a single certification that, to the best of the signer's knowledge, information, and belief formed after reasonable inquiry, the information submitted is true, accurate, and complete.
(Ord. 2026-11, 2024-14, § IV)

450-8.018 - Review, audit and inspection.

(a) Upon submission of a safety plan under Section 450-8.016 or Section 450-8.017, the Department shall review the safety plan to determine if all the required elements are included and complete. The Department shall provide to the stationary source a written notice of deficiencies, if any. The stationary source shall have sixty calendar days from receipt of the notice of deficiencies to make any corrections. The stationary source may request, in writing, a one-time thirty-day calendar day extension to correct deficiencies. By the end of the sixty calendar days or any extension period, the stationary source shall resubmit the revised safety plan to the Department. After the Department determines that the safety plan is complete, the Department shall schedule a public meeting on the stationary source's safety plan to explain its contents to the public and take public comments. Public comments on the safety plan shall be taken by the Department for a period of forty-five days after the safety plan is made available to the public. The Department shall schedule a public meeting on the stationary source's safety plan during the forty-five-day comment period. The public meetings shall be held in the affected community on evenings or weekends. The Department shall respond in writing to all written comments received during the forty-five-day comment period and to all oral comments received and not addressed at the public meeting. The Department shall make portions of the safety plan, which are not protected trade secret information, available to the public for the public meeting.

(b)

(1) The Department shall, within one year of the submission of the stationary source's safety plan, conduct an initial audit and inspection of the stationary source's safety program to determine compliance with this chapter. Based upon the Department's review of the safety plan and the audit and inspection of the stationary source, the Department may require modifications or additions to the safety plan submitted by the stationary source, or safety program to bring the safety plan or safety program into compliance with the requirements of this chapter. Any determination that modifications or additions to the safety plan or safety program are required shall be in writing, collectively referred to as the "preliminary determination." The preliminary determination shall explain the basis for the modifications or

additions required to bring the safety plan or safety program into compliance with the requirements of this chapter and provide a timetable for resolution of the recommendations. The preliminary determination shall be provided to the stationary source.

(2) The stationary source shall respond in writing to the preliminary determination issued by the Department. The response shall state that the stationary source will incorporate into the safety plan or safety program the revisions contained in the preliminary determination or shall state that the stationary source rejects the revisions; in whole or in part. For each rejected revision, the stationary source shall explain the basis for rejecting such revision. Such explanation may include substitute revisions.

(3) The stationary source's written response to the Department's preliminary determination shall be received by the Department within ninety days of the issuance of the preliminary

determination or such shorter time as the Department specifies in the preliminary determination as being necessary to protect public health and safety. Prior to the written response being due and upon written request from the stationary source, the Department may provide, in writing, additional time for the response to be received.

(4) After receiving the written response from the stationary source, the Department shall issue a public notice pursuant to the Department's public participation policy and make portions of the safety plan, the preliminary determination and the stationary source's responses, which are not protected trade secret information, available for public review. Public comments on the safety plan shall be taken by the Department for a period of forty-five days after the safety plan, the preliminary determination and the stationary source's responses are made available to the public. The Department shall schedule a public meeting on the stationary source's safety plan during the forty-five-day comment period. The public meetings shall be held in the affected community on evenings or weekends. The Department shall respond in writing to all written comments received during the forty-five-day comment period and to all oral comments received and not addressed at the public meeting.

(c) Based upon the Department's preliminary determination review of the stationary source's responses and review of public comments on the safety plan, the preliminary. determination and the stationary source's responses, the Department may require modifications or additions to the safety plan submitted by the stationary source or safety program to bring the safety plan or safety program into compliance with the requirements of this chapter. Any determination that modifications or additions to the safety plan or safety program are required, and any determination that no modifications or additions to the safety plan or safety program are required shall be in writing (collectively referred to as "final determination"), shall be provided to the stationary source and shall be made available to the public. A copy of the final determination report will be sent to Cal/OSHA, EPA and the local fire Department that has oversight of the stationary source. The Department may not include in a final determination any requirements to a safety plan or safety program that would cause a violation of, or conflict with, any state or federal law or regulation or a violation of any permit or order issued by any state or federal agency.

(d) Within thirty days of the Department's final determination, the stationary source and/or any person may appeal the final determination to the board of supervisors pursuant to Chapter

14-4 by a verified written notice of appeal filed with the clerk of the board of supervisors and payment of the applicable appeal fee. The appeal must be limited to issues raised during the public comment period. The notice shall state the grounds for any such appeal, including (i) the reasoning that the appeal is necessary because the stationary source is in compliance with this chapter, or (ii) the reasoning that the appeal is necessary to bring the stationary source into compliance with this chapter. In acting on the appeal, the board shall have the same authority over the final determination as the Department. The board may require modifications or additions to the safety plan or safety program to bring the safety plan or safety program into compliance with the requirements of this chapter. The board may not include in its decision on the final determination any requirements to a safety plan or safety program that would cause a violation of, or conflict with, any state or federal law or regulation or a violation of any permit or order issued by any state or federal agency. The decision of the board of supervisors shall be final with respect to the final determination.

(e) The safety plan shall be valid for a period of three years from the date of receipt by the Department and shall be reviewed and updated by the stationary source every three years pursuant to the requirements of this chapter. Any revisions to the safety plan because of the review and update shall be submitted to the Department and shall be subject to the provisions of this section.

(f) The Department may, within thirty days of a major chemical accident or release, initiate a safety inspection to review and audit the stationary source's compliance with the provisions
of Section 450-8.016 or Section 450-8.017, whichever is applicable. The Department shall review and audit the stationary source's compliance with the above provisions at least once every three years. The Department may audit the stationary source based upon any of the following criteria: accident history of the stationary source, accident history of other stationary sources in the same industry, quantity of regulated substances present at the stationary source, location of the stationary source and its proximity to the public and environmental receptors, the presence of specific regulated substances, the hazards identified in the safety plan, a plan for providing neutral and random oversight, or a complaint from the stationary source's employee(s) or their representative. The stationary source shall allow the Department to conduct these inspections and audits. The Department, at its option, may select an outside consultant to assist in conducting such inspection.

(g) Within thirty days of a major chemical accident or release the Department may commence an incident safety inspection with respect to the process involved in the incident pursuant to the provisions of Section 450-8.016(c) or Section 450-8.017(c).

(h)

(l) Based upon the Department's audit, safety inspection or an incident inspection, the Department may require modifications or additions to the safety plan submitted by the stationary source or safety program to bring the safety plan or safety program into compliance with the requirements of this chapter. Any determination by the Department shall be in writing and shall be provided to the stationary source (referred to as the "notice of findings"). The stationary source shall have sixty calendar days from receipt of the notice of findings to make any corrections. The stationary source may request, in writing, a one-time thirty-day calendar

day extension to make corrections. The Department may not include in its notice of findings requirements to a safety plan or safety program that would cause a violation of, or conflict with, any state or federal law or regulation or a violation of any permit or order issued by any state or federal agency. The notice of findings made by the Department will be available to the public.

(2) Within thirty days of the Department's notice of findings, the stationary source and/or any person may appeal the notice of findings to the board of supervisors pursuant to Chapter 14-4 by a verified written notice of appeal filed with the clerk of the board of supervisors and payment of the applicable appeal fee. The appeal must state the grounds for any such appeal, including (i) the reasoning that the appeal is necessary because the stationary source is in compliance with this chapter, or (ii) the reasoning that the appeal is necessary to bring the stationary source into compliance with this chapter. In acting on the appeal, the board shall have the same authority over the notice of findings as the Department. The board may require modifications or additions to the safety plan or safety program to bring the safety plan or safety program into compliance with the requirements of this chapter. The board may not include in its decision on the notice of findings any requirements to a safety plan or safety program that would cause a violation of, or conflict with, any state or federal law or regulation or a violation of any permit or order issued by any state or federal agency. The decision of the board of supervisors shall be final with respect to the notice of findings.

(i) Nothing in this section shall preclude, limit, or interfere in any way with the authority of the county to exercise its enforcement, investigatory, and information gathering authorities under any other provision of law nor shall anything in the chapter effect or diminish the rights of the stationary source to claim legal privileges such as attorney client privilege and/or work product with respect to information and/or documents required to be submitted to or reviewed by the Department. (Ords. 2024-14, § IV; Ord. 2014-07, § VI, 6-17-14; Ord. 2006-22 § 6; Ord. 98-48 § 2)

450-8.020 - Trade secret.

The disclosure of any trade secret information required by this chapter shall be governed by California Health and Safety Code Section 25538, as amended from time to time, or as otherwise protected or required by law.
(Ord. 2024-14, § IV; Ord. 98-48 § 2)

450-8.022 - Hazardous materials ombudsperson.

An ombudsperson shall be provided for the hazardous materials programs. The ombudsperson will serve as a single point of contact for people who live or work in Contra Costa County regarding environmental health concerns, questions, and complaints about hazardous materials programs. The ombudsperson will be empowered to make recommendations to the Department. The ombudsperson's role will be one of investigating concerns and complaints, facilitating their resolution and assisting people in gathering information about programs, procedures, or issues. The ombudsperson may retain appropriate technical experts to fulfill technical assistance requests from members of the public. The cost of experts may be funded through programs established by the U.S. EPA or other appropriate entities.

(Ord. 2026-11;2024-14, § IV; Ord. 2000-20 § 2, Ord. 98-48 § 2)

450-8.024 - Public information bank.

The Department shall collect and provide ready access, including the use of electronic accessibility as reasonably available, to public documents which are relevant to the goals of this chapter, including at a minimum, business plan inventories and emergency response plans, risk management plans, safety plans, and Department incident reports. This section shall not apply to trade secret information or other information protected from disclosure under federal or state law. The public information bank shall be completed by December 31, 2000.
(Ord. 2024-14, § IV, Ord. 98-48 § 2)

450-8.026 - Fees.

The Department may, upon a majority vote of the board of supervisors, adopt a schedule of fees to be collected from each stationary source and tank terminal subject to the requirements of this chapter. Any review, inspection, audit fee schedule shall be set in an amount sufficient to pay only those costs reasonably necessary to carry out the requirements of this chapter, including costs of staff and/or consultant time or public hearings and administrative overhead. The fee schedule shall include the cost of the ombudsperson position.
(Ord. 2024-14, § IV; Ord. 98-48 § 2)

450-8.028 - Penalties.

Regardless of the availability of other civil or administrative remedies and procedures for enforcing this chapter, every act or condition prohibited or declared unlawful by this chapter, and every knowing or willful failure or omission to act as required herein, is a violation of this code and shall be punishable and/or subject to enforcement pursuant to the provisions of Chapter 14-6 of the County Ordinance Code, specifically including but not limited to Article 14-6.4 (public nuisance abatement); Chapter 14-8 (criminal enforcement), as misdemeanors or infractions; and Chapter 14-12 (administrative penalties).
(Ord. 2024-14, § IV; Ord. 98-48 § 2)

450-8.030 - Annual performance review and evaluation.

(a) The Department shall annually:
(1) Review its activities to implement this chapter, and
(2) Evaluate the effectiveness of this chapter in achieving its purpose and goals pursuant to Section 450-8.004.
(b) An annual performance review and evaluation report shall be prepared by the Department based upon the previous fiscal year's activities and shall be submitted to the board of supervisors on or before December 31 of each year. The report shall contain:
(1) A brief description of how the Department is meeting the requirements of this chapter as follows: (i) Effectiveness of the Department's program to ensure stationary source

compliance with this chapter; (ii) effectiveness of the procedures for records management; (iii) number and type of audits and inspections conducted by the Department pursuant to this chapter; (iv) number of root cause analyses and/or incident investigations conducted by the Department; (v) the Department's process for public participation; (vi) effectiveness of the public information bank, including status of electronic accessibility; (vii) effectiveness of the hazardous materials ombudsperson; (viii) other required program elements necessary to implement and manage this chapter.

(2) A listing of all stationary sources covered by this chapter and, commencing on December 31 after the effective date of the ordinance adding Section 450-8.017 to this chapter, all tank terminals covered by this chapter, including for each: (i) The status of the safety plan and program of each stationary source and tank terminal; (ii) a summary of all safety plan updates and a listing of where the safety plans are publicly available; (iii) the annual accident history report submitted under Section 450-8.016(e)(2) or Section 450-8.017(d)(2); (iv) a summary, including the status, of any root cause analyses conducted or being conducted under this chapter by the stationary source or tank terminal, including the status of implementation of recommendations; (v) a summary, including the status, of any audits, inspections, root cause analyses and/or incident investigations conducted or being conducted by the Department pursuant to this chapter, including the status of implementation of recommendations; (vi) description of inherently safer systems implemented by stationary sources; (vii) legal enforcement actions initiated by the Department, including administrative, civil, and criminal actions pursuant to this

chapter; and (viii) process safety performance indicators reported by the stationary source as required under Section 450-8.016(a)(13)(D)(i) or safety performance indicator reported by the tank terminal as required under Section 450-8.017(a)(8)(D)(i).

(3) Total penalties assessed by way of enforcement of this chapter.

(4) Total fees, service charges, and other assessments collected specifically for the support of this chapter.

(5) Total personnel and personnel years utilized by the jurisdiction to directly implement or administer this chapter.

(6). Comments from interested parties regarding the effectiveness of the local program that raise public safety issues.

(7) The impact of the chapter in improving industrial safety.

(c) The Department shall provide a copy of the annual performance audit submission required by Title 19 Chapter 2 Section 5150.5 of the California Code of Regulations to the board of supervisors on or before December 31 of each year. (Ord. 2024-14, § IV, Ord. 2014-07, § VII, 6-17-14; Ord. 2006-22 § 7; Ord. 98-48 § 2)

450-8.032 - Construction.

Notwithstanding any other provision of this code and for the purposes of this chapter wherever it provides that the Department shall act, such direction in all instances shall be deemed and is directory, discretionary and permissive and not mandatory. (Ord. 2024-14, § IV; Ord. 98-48 § 2)

SECTION V. Section 14-8.008 (Infraction arrest and citation) of the Ordinance Code is amended to read:

14-8.0034 - Infraction arrest and citation.

(a) The following officers, or their designated subordinates, shall have and are hereby vested with the authority to arrest any person who violates the following provisions of this Code and other codes as indicated, punishable as infractions:

(1) Director of health services: Division 413, Division 445, Chapters 414-4, 414-6, 416-14, 418-2, 418-6, 418-12, 418-16, 420-2, 420-6, 450-6, 450-8, and Labor Code Section 6404.5;

(2) Director of building inspection: Title 7;.

(3) Director of community development: Title 8;

(4) Director of public works: Divisions 1002, 1010, 1014, 1106 and 1110;

(5) Sheriff: Division 54, Chapter 54-2, and Divisions 410 and 1110.

(b) The above-listed officers, or their designated subordinates, may issue citations for infraction violations of the above-listed code provisions.

(c) The county administrator may by written order issue regulations to provide for administration, procedures and policy direction for this section.

(Ord No. 2024-14, § V; Ord. No. 2021-19, § III, 6-8-21; Ord. No.2016-24, § V, 12-20-16; Ord. No. 2012-05, § III, 2-28-12; Ords. 2006-66 § 8, 2004-30 § 2, 2003-01 § 5, 2002-48 § 2, 2001-03 § 1, 98-31 § 1, 98-22 § 2, 96-21 § 2, 95-36 § 1, 90-122 § 2, 86-80 § 2; Penal Code§§ 19.7, 836.5, and 853.6; Labor Code§ 6404.5).

SECTION VI. **EFFECTIVE DATE.** This ordinance becomes effective 30 days after passage, and within 15 days after passage shall be published in the East Bay Times, a newspaper published in this County. This ordinance shall be published in a manner satisfying the requirements of Government Code section 25124, with the names of the supervisors voting for and against it.

PASSED on -_____ , by the following vote:

AYES:
NOES:
ABSENT:
ABSTAIN:

ATTEST: Monica Nino, Clerk of the Board

of Supervisors and County Administrator

By: _____ _____

Deputy Board Char

ORDINANCE NO. 2026-11

(AMENDING THE COUNTY'S INDUSTRIAL SAFETY ORDINANCE TO AUTHORIZE THE CONTRA COSTA COUNTY FIRE PROTECTION DISTRICT TO ADMINISTER AND ENFORCE THE ORDINANCE

The Contra Costa County Board of Supervisors ordains as follows (omitting the parenthetical footnotes from the official text of the enacted or amended provisions of the County Ordinance Code):

SECTION I. SUMMARY. This action amends the County's Industrial Safety Ordinance to permit the Contra County Fire Protection District to enforce the ordinance pursuant to a written delegation agreement approved by the Board of Supervisors.

SECTION II. Section 450-8.008 of the County Ordinance Code is amended to read:

> The Department is charged with the responsibility of administering and enforcing this chapter. Pursuant to a written delegation agreement approved by the Board of Supervisors, the Contra Costa County Fire Protection District may administer, inspect, investigate, and enforce this chapter to the extent set forth in the delegation agreement. References in this chapter to the "Department" shall include the Contra Costa County Fire Protection District when acting pursuant to the delegation agreement.

(Ord. 2026-11; 2024-14, § IV; Ord. 98-48 § 2)

SECTION III. Subsection (b) of Section 450-8.014 of the County Ordinance Code is amended to read:

> "Department" means the county health services director and any director-authorized deputies. "Department" also means the Contra Costa County Fire Protection District when acting pursuant to a written delegation agreement approved by the Board of Supervisors.

(Ord. 2026-11; 2024-14, § IV; Ord. 98-48 § 2)

SECTION IV. Subsection (b)(2) of Section 450-8.017 of the County Ordinance Code is amended to read:

> The hazard review shall be conducted within one year of the effective date of the ordinance adding Section 450-8.017 to this chapter and no later than the submittal date of the safety plan. Hazard reviews shall be updated and revalidated at least once every five years after completion of the initial hazard review. As part of the HR, a tank terminal shall complete a seismic assessment

in accordance with good engineering practices as set forth in American Petroleum Institute Standard 650, 13th edition, and a security and vulnerability assessment (SVA) within one year after the effective date of the ordinance adding Section 450-8.017 to this chapter or within one year after the Department first issues a safety program guidance document for tank terminals, whichever is later, and at least once every five years after the initial assessment. A tank terminal that demonstrates its compliance with Department of Homeland Security or U.S. Coast Guard SVA requirements to the Department is exempt from the requirement to complete an SVA under this subsection. The tank terminal shall document its process for assuring that recommended action items in the HR are addressed.

(Ord. 2026-11; 2024-14, § IV)

SECTION V. Section 450-8.022 of the County Ordinance Code is amended to read:

An ombudsperson shall be provided for the hazardous materials programs. The ombudsperson will serve as a single point of contact for people who live or work in Contra Costa County regarding environmental health concerns, questions, and complaints about hazardous materials programs. The ombudsperson will be empowered to make recommendations to the Department. The ombudsperson may retain appropriate technical experts to fulfill technical assistance requests from members of the public. The cost of experts may be funded through programs established by the U.S. EPA or other appropriate entities.

(Ord. 2026-11; 2024-14, *§* IV; Ord. 2000-20 *§* 2, Ord. 98-48 *§* 2)

SECTION VI. EFFECTIVE DATE. This ordinance becomes effective 30 days after passage, and within 15 days after passage shall be published once with the names of supervisors voting for or against it in the *East Bay Times*, a newspaper published in this County.

PASSED ON _____, 2026, by the following vote:

AYES:
NOES:
ABSENT:
ABSTAIN:

ATTEST: MONICA NINO,
Clerk of the Board of Supervisors
and County Administrator

_____
Board Chair

By: _____ [SEAL]
Deputy

HMS:

1025 ESCOBAR STREET
MARTINEZ, CA 94553

CONTRA COSTA COUNTY

Staff Report

File #: 26-2499 **Agenda Date:** 6/9/2026 **Agenda #:** C.120.

To: Board of Supervisors

From: Dr. Grant Colfax, Health Services Director

Report Title: Standard Agreement #29-469-26 with the California Department of Health Care Services

☒Recommendation of the County Administrator ☐ Recommendation of Board Committee

RECOMMENDATIONS:
Ratify the Health Services Director, or designee's (Suzanne Tavano), April 2, 2026 execution of Standard Agreement #29-469-26 (State #26-60025) with the California Department of Health Care Services (DHCS), to administer and oversee the Behavioral Health Services Act (BHSA), Lanterman-Petris-Short (LPS) Act, Projects for Assistance in Transition from Homelessness (PATH), Crisis Counseling Assistance and Training (CCP), and Substance Abuse Prevention and Treatment Block Grant (SABG) programs for County's community behavioral health services, for the period from July 1, 2026 through June 30, 2029.

FISCAL IMPACT:
Under this Contract, the County shall be reimbursed by DHCS with Federal Title XIX funds for the cost of federally eligible Short-Doyle/Medi-Cal Specialty Mental Health Services rendered to federally eligible Medi-Cal beneficiaries. County shall adhere to the State maximum statewide reimbursement of negotiated rates for Short-Doyle/Medi-Cal (SD/MC) services and Medi-Cal Specialty Mental Health Services for Fiscal Years 2026 through 2029. Reimbursement for Federal Grants shall be subject to Federal cost containment requirements and availability of funds.

BACKGROUND:
This Behavioral Health Services Standard Agreement covers County Realignment requirements, including maintenance of effort, access to and use of State Hospital, data collection and reporting, and cost reporting on County Behavioral health Programs. The County shall provide an array of behavioral health treatment options and case management services to County behavioral health residents in accordance with the Welfare and Institution Codes section 5600.2 through 5600.9.

On January 11, 2022, the Board of Supervisors approved Standard Agreement #29-469-23 with DHCS, for the continuation to administer and oversee the BHSA, LPS Act, PATH, CCP, and SABG programs for the County's community behavioral health services for the period July 1, 2021 through June 30, 2024.

On April 22, 2024, the Board of Supervisors approved Standard Amendment #29-469-24 with DHCS, to extend the termination date from June 30, 2024 to June 30, 2025 to continue administering County's community behavioral health services.
On March 11, 2025, the Board of Supervisors approved Standard Amendment #29-469-25 with DHCS, to extend the termination date from June 30, 2025 to June 30, 2026 to continue administering County's

community behavioral health services.

Approval to ratify this Standard Agreement #29-469-26 will allow County to continue to administer and oversee BHSA, LPS Act, PATH, CCP, and SABG programs for County's community behavioral health services, through June 30, 2029. This Agreement includes an indemnity provision which requires the County to defend, indemnify, and hold the State harmless from any claims arising out of the County's performance under the Agreement.

CONSEQUENCE OF NEGATIVE ACTION:
If this Standard Agreement is not ratified the County will not receive funding for behavioral health community services and will not meet the conditions and requirements of DHCS.

1025 ESCOBAR STREET
MARTINEZ, CA 94553

CONTRA COSTA COUNTY

Staff Report

File #: 26-2526 **Agenda Date:** 6/9/2026 **Agenda #:** C.121.

To: Board of Supervisors

From: Dr. Grant Colfax, Health Services Director

Report Title: Reclassify seven (7) Community Health Worker II, and incumbents, to Community Health Worker Specialist in the Health Services Department

☒Recommendation of the County Administrator ☐ Recommendation of Board Committee

RECOMMENDATIONS:
ADOPT Position Adjustment Resolution No. 26609 to reclassify seven (7) Community Health Worker II (VKVB) (represented), and the incumbents, in position numbers 16980, 16985, 16987, 16969, 16973, 16984, and 16982, at salary plan and grade TC5 1043 ($5,192.59 - $6,311.62) to Community Health Worker Specialist (VKTA) (represented) at salary plan and grade TC5 1103 ($5,510.42 - $6,697.95) in the Health Services Department.

FISCAL IMPACT:
This action will result in an annual cost increase of $52,116.68 with $7,613.71 in pension costs inclusive (100% State).

BACKGROUND:
Approval of reclassifying seven (7) Community Health Worker II staff to Community Health Worker Specialist is needed to complete the full Enhanced Care Management (ECM) model within Public Health and ensure the program operates effectively and cost-efficiently in alignment with CalAIM. The ECM program is designed to address the social drivers of health by providing outreach, engagement, care coordination, and navigation services that connect individuals to their primary care providers and community-based resources.

A fully staffed CHW team is essential to build trust, strengthen continuity of care, and help members successfully navigate the health and social service systems. Reclassifying these employees will create the internal staff capacity needed to deliver consistent, field-based support, improve coordination with primary care, enhance reimbursement capture, and support the long-term operational and fiscal sustainability of the County's ECM program.

CONSEQUENCE OF NEGATIVE ACTION:
If these reclassifications are disapproved, the department will lack the staffing model to adequately support program goals.

Contra Costa County
Position Adjustment Resolution (PAR) Form

This form is to be completed for midyear Position Adjustment Requests, for consideration outside the County's annual budget development process, per Administrative Bulletin No. 400 Section IV.C.

I. DEPARTMENT REQUEST

Agency and Dept Name: CCA18 Health Services ☑ Dept No(s). 0450 Org No(s). 5754

Action Type: Reclassification Net FTE Change: 0.00 Proposed Effective Date:

Action Requested:

ADOPT Position Adjustment Resolution No. XXXXX to reclassify seven (7) Community Health Worker II (VKVB), and the incumbents, in position numbers 16980, 16985, 16987, 16969, 16973, 16984, and 16982, at salary plan and grade TC5 1103 ($5,510.42 - $6,697.95) to Community Health Worker Specialist (VKTA) at salary plan and grade TC5 1103 ($5,510.42 - $6,697.95) in the Health Services Department. See Attachment A.

Use an additional sheet for further explanation or comments.

Fiscal Impact:

Cost is within Department's Budget: ☑ Yes ☐ No

Total One-Time Cost:

Total Annual Cost: $ 52,116.68

Total this FY: $ 13,029.17

Net County Cost: $ 0.00

NCC this FY: $ 0.00

Source of Funding: 100% State

Mary Jane De Jesus-Saepharn — (for) Department Head

05/07/2026 — Date

II. COUNTY ADMINISTRATOR REVIEW

PAR No. 26609

Comments:

Released to HR for further study/review

Jason Chan — (for) County Administrator

05/27/2026 — Date

III. HUMAN RESOURCES (HR) REVIEW/RECOMMENDATION

Reclassify seven Community Health Worker II (VKVB) (represented), and the incumbents, in position numbers 16980, 16985, 16987, 16969, 16973, 16984, and 16982, at salary plan and grade TC5 1043 ($5,192.59 - $6,311.62) to Community Health Worker Specialist (VKTA) (represented) at salary plan and grade TC5 1103 ($5,510.42 - $6,697.95)

(for) Director of Human Resources: Gladys Reid Date: 06/03/2026

IV. COUNTY ADMINISTRATOR APPROVAL

Approve HR Department Recommendation(s): ☐ Yes ☐ No ☐ N/A

If No or N/A, CAO Recommendation(s):

BOS Approval Required: ☑ Yes ☐ No

Effective: ☑ Day following Board Approval
☐ Date: _____

_____ (for) County Administrator

_____ Date

V. BOARD OF SUPERVISORS ACTION

Adjustment Resolution: ☐ ADOPTED ☐ OTHER ACTION: _____

Monica Nino, Clerk of the Board of Supervisors and County Administrator

By: _____

Date: _____

PAR Form – 01/2025 rev.

1025 ESCOBAR STREET
MARTINEZ, CA 94553

CONTRA COSTA COUNTY

Staff Report

File #: 26-2502 **Agenda Date:** 6/9/2026 **Agenda #:** C.122.

To: Board of Supervisors

From: Warren Lai, Public Works Director/Chief Engineer

Report Title: ADOPT Position Adjustment Resolution No. 26612 to reassign one (1) Procurement Director-Exempt (STB1), position #00021045, at salary plan and grade B85 1022 ($14769 - $17952) and its incumbent from Department 0650 to Department 0020 in the Public Works Department.

☒Recommendation of the County Administrator ☐ Recommendation of Board Committee

RECOMMENDATIONS:
ADOPT Position Adjustment Resolution No. 26612 to reassign one (1) Procurement Director-Exempt (STB1), position #00021045, at salary plan and grade B85 1022 ($14769 - $17952) and its incumbent from Department 0650 to Department 0020 in the Public Works Department.

FISCAL IMPACT:
This action will result in no fiscal impact.

BACKGROUND:
The Public Works Department is requesting to reassign one (1) Procurement Director-Exempt (STB1) position and its incumbent from Department number 0650, Public Works to Department 0020, Purchasing. When the position was originally created, the position was incorrectly allocated to Org #4504, Administrative Services within the Public Works Department (0650). The correct allocation of the position is to Org #0020 within the Purchasing Department (0020).

CONSEQUENCE OF NEGATIVE ACTION:
If this reassignment is not approved, salary and benefits expenses for this Procurement Director-Exempt position will be allocated to the incorrect cost center.

Contra Costa County
Position Adjustment Resolution (PAR) Form

This form is to be completed for midyear Position Adjustment Requests, for consideration outside the County's annual budget development process, per Administrative Bulletin No. 400 Section IV.C

I. DEPARTMENT REQUEST

Agency and Dept Name: CCA65 Public Works
Dept No(s). 0650, 00 Org No(s). 4504, 00
Action Type: Reassign
Net FTE Change: 0.00
Proposed Effective Date: 06/09/2026

Action Requested:

Reassign one (1) Procurement Director-Exempt (STB1), position #00021045, at salary plan and grade B85 1022 ($14769 - $17952) and its incumbent from Department 0650 to Department 0020 in the Public Works Department,

Use an additional sheet for further explanation or comments.

Fiscal Impact:
Cost is within Department's Budget: ☑ Yes ☐ No
Total One-Time Cost: $ 0.00
Total Annual Cost: $ 0.00
Total this FY: $ 0.00
Net County Cost: $ 0.00
NCC this FY: $ 0.00
Source of Funding: No fiscal impact

Adrienne Todd — (for) Department Head — 05/14/2026 — Date

II. COUNTY ADMINISTRATOR REVIEW

PAR No. 26612

Comments:
Released to HR for further study/review

Laura Strobel — (for) County Administrator — 05/29/2026 — Date

III. HUMAN RESOURCES (HR) REVIEW/RECOMMENDATION

HR Recommendation(s): Reassign one (1) Procurement DirectorExempt (STB1), position #00021045 and its incumbent from Department 0650 to Department 0020 in the Public Works Department

Chris Miller — (for) Director of Human Resources — 6/2/2026 — Date

IV. COUNTY ADMINISTRATOR APPROVAL

Approve HR Department Recommendation(s): ☑ Yes ☐ No ☐ N/A
If No or N/A, CAO Recommendation(s):

BOS Approval Required: ☑ Yes ☐ No

Effective: ☑ Day following Board Approval
☐ Date: _____

Laura Strobel — (for) County Administrator — 06/04/2026 — Date

V. BOARD OF SUPERVISORS ACTION

Adjustment Resolution: ☐ ADOPTED ☐ OTHER ACTION: _____

Monica Nino, Clerk of the Board of Supervisors and County Administrator

By: _____
Date: _____

1025 ESCOBAR STREET
MARTINEZ, CA 94553

CONTRA COSTA COUNTY

Staff Report

File #: 26-2528 **Agenda Date:** 6/9/2026 **Agenda #:** C.123.

To: **Board of Supervisors**

From: Ann Elliott, Human Resources Director

Report Title: Introduce Ordinance No. 2026-012

☐Recommendation of the County Administrator ☐ Recommendation of Board Committee

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RECOMMENDATIONS:
INTRODUCE Ordinance 2026-012 amending Section 33-5.313 of the County Ordinance Code to exempt from the merit system the new classification of Chief Operating Officer-Exempt; WAIVE reading and FIX June 23, 2026, for adoption.

FISCAL IMPACT:
There is no fiscal impact for this action. If a position in this classification is added in a future action, all costs associated with salary and benefits will be funded by Hospital Enterprise Fund I and will be offset by cancellation of a comparable position.

BACKGROUND:
The Department is requesting to establish the classification of Chief Operating Officer-Exempt as part of the recent re-organization of Contra Costa Health. This single-position classification will provide executive-level leadership and be accountable for the overall operational and financial performance of all divisions. Establishing this classification strengthens fiscal stewardship, supports long-term planning, and aligns financial management with the Department's broad and complex service responsibilities. County Counsel will amend the Ordinance as required for exempting positions from the merit system, pending Board approval.

CONSEQUENCE OF NEGATIVE ACTION:
If not approved, the Department's ability to effectively manage a large and complex healthcare system serving county residents may be impacted due to the absence of a dedicated executive role responsible for departmentwide operational coordination, executive accountability, and implementation of strategic initiatives.

ORDINANCE NO. 2026-12
(Exclude from the Merit System the new classification of Chief Operating Officer-Exempt)

The Contra Costa County Board of Supervisors ordains as follows (omitting the parenthetical footnotes from the official text of the enacted or amended provisions of the County Ordinance Code):

SECTION I: Section 33-5.313 of the County Ordinance Code is amended to exclude from the merit system the new classification of Chief Operating Officer-Exempt, and to read as follows:

33-5.313 - Health-medical.

(a) Classifications appointed by the Board of Supervisors
- (1) The director of health services is excluded and is appointed by the board.
- (2) The county health officer (Health and Safety Code Section 101000) is excluded and is appointed by the board.
- (3) The county physician (Health and Safety Code Section 1441) is excluded and is appointed by the board.
- (4) The county (local) director of mental health services (Welfare and Institutions Code Section 5607, 9 Cal. Code of Regulations Sections 620 et seq.) is excluded and is appointed by the board.

(b) General Executive and Administrative classifications
- (1) The assistant to the health services director-exempt is excluded and is appointed by the director of health services.
- (2) The assistant directors of health services are excluded and are appointed by the director of health services.
- (3) The health services administrative officer is excluded and is appointed by the director of health services.
- (4) The health services personnel and payroll manager-exempt is excluded and is appointed by the director of health services.
- (5) The chief operations officer-exempt is excluded and is appointed by the director of health services.
- (6) The emergency medical services director-exempt is excluded and is appointed by the director of health services.
- (7) The medical directors are excluded and are appointed by the director of health services.
- (8) The chief deputy public administrator-exempt is excluded and is appointed by the director of health services.
- (9) The county compliance and HIPAA privacy officer-exempt is excluded and is appointed by the director of health services.
- (10) The chief of plant operations-exempt is excluded and is appointed

by the director of health services.

(11) The deputy director of health services-exempt is excluded and is appointed by the director of health services.

(12) The health services chief financial officer-exempt is excluded and is appointed by the director of health services.

(13) The chief operating officer-exempt is excluded and is appointed by the director of health services.

(c) County Hospital and Clinics classifications

(1) The Contra Costa Regional Medical Center chief executive officer-exempt is excluded and is appointed by the director of health services.

(2) The chief medical officer-exempt is excluded and is appointed by the director of health services.

(3) The residency director-exempt is excluded and is appointed by the director of health services.

(4) The associate medical director-exempt is excluded and is appointed by the director of health services.

(5) The chief quality officer-exempt is excluded and is appointed by the director of health services.

(6) The director of patient financial services is excluded and is appointed by the director of health services.

(7) The chief nursing officer-exempt is excluded and is appointed by the director of health services.

(8) Physicians and dentists serving the county (except those in the classifications of assistant health officer, and chief of community health services) are excluded and are appointed by the director of health services.

(d) Contra Costa Health Plan (CCHP) classifications

(1) The chief executive officer, Contra Costa Health Plan-exempt is excluded and is appointed by the director of health services.

(2) The deputy executive director, Contra Costa Health Plan-exempt is excluded and is appointed by the director of health services.

(3) The director of marketing, member services, and public relations-Contra Costa Health Plan is excluded and is appointed by the director of health services.

(4) The health plan services assistant-exempt is excluded and is appointed by the director of health services.

(e) Information Technology classifications

(1) The health services information technology director-exempt is excluded and is appointed by the director of health services.

(2) The assistant health services information technology director-project management-exempt is excluded and is appointed by the director of health services.

(3) The assistant health services information technology director-application development-exempt is excluded and is appointed by the director of health services.
(4) The assistant health services information technology director-customer support-exempt is excluded and is appointed by the director of health services.
(5) The assistant health services information technology director-infrastructure-exempt is excluded and is appointed by the director of health services.
(6) The assistant health services information technology director-information security-exempt is excluded and is appointed by the director of health services.

(f) Environmental & Mental Health classifications
(1) The mental health education liaison-exempt is excluded and is appointed by the director of health services.
(2) The director of environmental health services is excluded and is appointed by the director of health services.
(3) The director of hazardous materials programs-exempt is excluded and is appointed by the director of health services.
(4) The executive assistant to the hazardous materials commission-exempt is excluded and is appointed by the director of health services.

(Ord. Nos. 2026-12 §1, 06-23-2026; 2025-08 §1, 04-1-2025; 2022-26 § 1, 07-26-2022; 2021-15 § 1, 04-27-21; 2019-18 § 1, 06-11-19; 2018-09 § 1, 03-20-18; 2018-02 § 1, 01-09-18; 2017-06 § 1, 6-6-17; 2016-20 § I, 11-8-16; 2016-09 § I, 4-12-16; 2013-04 § I, 3-19-13; 2011-14 § 1, 8-9-11; 2011-06 § 1, 3-22-11; 2010-13 § 1, 9-28-10; 2009-16 § 1, 8-25-09; 2009-09 § 1, 4-28-09; 2008-11 § I, 9-16-08; Ords. 2007-37 § 1; 2005-28 § 1; 2004-11 § 1; 2003-32 § 1; 99-23; 98-11 § 1; 98-5 § 1; 97-25 § 1; 97-13 § 1; 96-31 § 1; 93-3 § 1; 92-2 § 1; 90-124 § 1; 90-55; 86-97; 86-32; 85-50 § 2; 83-9; 1-70 § 2; 81-32 § I[5]; 80-69 § 1; 80-34 § 1; 80-6; 79-29; 79-9 § 3: § 32-2.602 (7, 13, 16): prior code § 2413 (g, n, r): Ords. 69-81, 2030, 471: Bd. Sups. Resol. # 79/201)

SECTION II: **EFFECTIVE DATE**. This ordinance becomes effective 30 days after passage, and within 15 days of passage shall be published once with the names of the supervisors voting for and against it in the _____, a newspaper published in this County.

PASSED ON _____ by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

ATTEST: MONICA NINO, Clerk of the
Board of Supervisors and County Administrator

By:_____ _____
Deputy Board Chair

[SEAL]

1025 ESCOBAR STREET
MARTINEZ, CA 94553

CONTRA COSTA COUNTY

Staff Report

File #: 26-2381 **Agenda Date:** 6/9/2026 **Agenda #:** C.124.

To: Board of Supervisors

From: Marc Shorr, Information Technology Director

Report Title: Contract with CivicPlus, LLC for Audio Eye Managed Software

☒Recommendation of the County Administrator ☐ Recommendation of Board Committee

RECOMMENDATIONS:

APPROVE and AUTHORIZE the Chief Information Officer, or designee, to execute a contract with CivicPlus, LLC in an amount not to exceed $160,000 subject to CivicPlus's Master Services Agreement, for AudioEye accessibility software and support, hosting, training, security, analytics, and quality assurance for both the County's public and intranet websites, for the period of July 1, 2026 to June 30, 2027.

FISCAL IMPACT:

The cost of this product is included in the department's FY 26-27 budget (100% User Departments).

BACKGROUND:

CivicPlus, LLC delivers a comprehensive suite of services to the County, including:

1. Cloud hosting and Support for the Intranet Site: This service ensures the County's intranet site operates smoothly with robust security measures and disaster recovery capabilities, safeguarding the site's integrity and uptime.

2. AudioEye Software for Digital Accessibility: CivicPlus provides AudioEye, a powerful digital accessibility tool designed to automate the detection and remediation of common accessibility issues on the County website. The software offers continuous monitoring and trusted certification to ensure compliance with accessibility standards and enhance user experience for all visitors.

3. Website Hosting, Training, Security, and Support: CivicPlus also manages the hosting, security, and ongoing support of the County's public website, offering comprehensive training to ensure County staff can effectively utilize and maintain the site.

Each of these services is governed by CivicPlus, LLC's Mater Services Agreement, which includes a limitation of liability, capping CivicPlus's liability to the amount paid by County for annual recurring services in the year prior to any claim of liability.

This purchase is being made through a sole source procurement to ensure continuity of support services.

CONSEQUENCE OF NEGATIVE ACTION:

If not approved, the website may face challenges that could affect usability and create delays in maintaining smooth online business operations.

1025 ESCOBAR STREET
MARTINEZ, CA 94553

CONTRA COSTA COUNTY

Staff Report

File #: 26-2382 **Agenda Date:** 6/9/2026 **Agenda #:** C.125.

To: Board of Supervisors

From: Marc Shorr, Information Technology Director

Report Title: Execute a Purchase Order with Dell

☒Recommendation of the County Administrator ☐ Recommendation of Board Committee

RECOMMENDATIONS:

APPROVE and AUTHORIZE the Purchasing Agent, on behalf of the Chief Information Officer, to execute a purchase order with Dell Technologies in an amount not to exceed $96,000 subject to Dell's Terms of Sale and NASPO agreement 23026, for the purchase of Dell equipment and hardware to support the Department of Information Technology (DoIT) Telecommunication department's computer refresh initiative.

FISCAL IMPACT:

The cost of this product is included in the department's FY 25-26 budget (100% User Departments).

BACKGROUND:

The Department of Information Technology (DoIT) is committed to keeping technology current within the Telecommunication and Administrative divisions to effectively support working teams and ensure reliable, efficient operations across the organization. The last computer refresh occurred approximately five (5) years ago. Regular computer refresh cycles are essential to ensure employees have reliable, secure, and efficient technology to perform their work. Upgrading equipment improves performance, reduces downtime, and maintains compatibility with modern applications and systems. Additionally, newer hardware typically requires less maintenance and support, lowering long-term operational costs while enhancing the overall user experience and increasing productivity.

The NASPO contract 23026 includes a limitation of liability capping Dell's liability to two (2) times the amount paid by County for the products or services given rise to the claim in the twelve (12) months preceding the event.

Dell's Terms of Sale include a mutual indemnity clause from the County to Dell and vise versa. The terms also include a limitation of liability limiting Dell's liability to amount paid by County to Dell in the twelve (12) months prior to the claim.

This purchase is being made under sole source justification for continuity of service. The sole source was approved by Purchasing on April 8, 2026

CONSEQUENCE OF NEGATIVE ACTION:

This purchase is an important component of maintaining reliable and secure IT operations. Without updated computer hardware, the Department of Information Technology (DoIT) may face challenges in supporting system performance, addressing technical issues, and applying necessary security updates. Over time, this could increase system vulnerability, reduce efficiency, and heighten the risk of downtime, service disruptions, and exposure to security risks that may impact County services.

1025 ESCOBAR STREET
MARTINEZ, CA 94553

CONTRA COSTA COUNTY

Staff Report

File #: 26-2383 **Agenda Date:** 6/9/2026 **Agenda #:** C.126.

To: Board of Supervisors

From: Marc Shorr, Information Technology Director

Report Title: Purchase Order with Troy Group for AssurePay Cloud software and maintenance

☒Recommendation of the County Administrator ☐ Recommendation of Board Committee

RECOMMENDATIONS:

APPROVE and AUTHORIZE the Purchasing Agent, on behalf of Chief Information Officer, or designee, to execute a purchase order with Troy Group, in an amount not to exceed $10,000, for AssurePay Cloud software and maintenance, used to manage fraud and comply with government regulations involved with check printing, subject to the terms and conditions of Troy's Software as a Service Agreement.

FISCAL IMPACT:

The cost of this product is included in the department's FY 25-26 budget (100% User Departments).

BACKGROUND:

The Department of Information Technology (DoIT) is assisting the Employment and Human Services Department (EHSD) with the renewal of AssurePay Cloud software, as the current software version has an end-of-life date of June 30, 2026. The purchase is for a one-time licensing with an annual support and maintenance and consist of check printing software application - California Statewide Automated Welfare System (CalSAWS) payments which can accommodate up to 36,000 printed checks annually. Troy solutions are used to manage fraud, reduce operational risks, and comply with Government regulations related to protecting information privacy. Employment and Human Services Department has utilized Troy Services for several years.

Troy's Software as a Service Agreement includes a limitation of liability provision which caps Troy's liability at the amount paid by the County during the 12 months preceding the event that gave rise to the claim, as well as an indemnification provision from the County to Troy for claims arising out if the County's use or content.

CONSEQUENCE OF NEGATIVE ACTION:

If this is not approved, the Employment and Human Services Department may face challenges by issuing reliable and timely checks.

1025 ESCOBAR STREET
MARTINEZ, CA 94553

CONTRA COSTA COUNTY

Staff Report

File #: 26-2384 **Agenda Date:** 6/9/2026 **Agenda #:** C.127.

To: Board of Supervisors

From: Marc Shorr, Information Technology Director

Report Title: Purchase Order with JAMF Software Inc. for JAMF Pro Software and Support Services

☒Recommendation of the County Administrator ☐ Recommendation of Board Committee

RECOMMENDATIONS:

APPROVE and AUTHORIZE the Purchasing Agent, on behalf of the Chief Information Officer, or designee, to execute a purchase order with Jamf, in an amount not to exceed $115,000 for the purchase of Jamf Pro Software and support services to centrally manage and secure County-owned Apple devices deployed across multiple departments and locations, subject to the terms of Jamf's Software License and Service Agreement, for the period of July 15, 2026, though July 14, 2027.

FISCAL IMPACT:

The cost of this product is included in the department's FY 26-27 budget (100% User Departments).

BACKGROUND:

Jamf specializes in Apple device management solutions, and its flagship product, Jamf Pro, is an enterprise-level mobile device management (MDM) platform designed specifically for managing Macs, iPhones, iPads, and Apple TVs. The Department of Information Technology (DoIT) Network Services teams use Jamf Pro Software and support services to centrally manage and secure County-owned Apple devices across multiple departments and locations.

Jamf Pro is used to automate device enrollment and provisioning, maintain hardware and software inventory records, deploy and manage applications, configure device settings and user profiles, enforce security policies, implement encryption and compliance controls, and distribute operating system updates and security patches. The platform also enables remote troubleshooting, device lock and wipe capabilities for lost or stolen devices, certificate management, and integration with identity and access management systems to support secure user authentication.

These services help ensure Apple devices remain secure, compliant with County technology standards, and properly configured throughout their lifecycle. Additionally, Jamf Pro provides reporting, analytics, and compliance monitoring capabilities that allow DoIT staff to track device health, software licensing, security posture, and operational performance, supporting informed decision-making, risk management, asset accountability, and efficient support of the County's Apple device environment.

Jamf's Software License and Services Agreement include an indemnification provision from the County to Jamf and a Limitation of Liability clause, capping Jamf's liability to the amount paid for the software and/or services in the twelve-month period preceding any claim.

The purchase is being made under a sole-source justification to ensure continuity of services.

CONSEQUENCE OF NEGATIVE ACTION:

Not utilizing Jamf Pro software to manage County-assigned Apple devices could lead to operational inefficiencies, security vulnerabilities, compliance issues, and challenges in overall device management and support.

1025 ESCOBAR STREET
MARTINEZ, CA 94553

CONTRA COSTA COUNTY

Staff Report

File #: 26-2385 **Agenda Date:** 6/9/2026 **Agenda #:** C.128.

To: Board of Supervisors

From: Marc Shorr, Information Technology Director

Report Title: Purchase Order with Tone Software Corporation for the renewal of mainframe output management software and automation tools.

☒Recommendation of the County Administrator ☐ Recommendation of Board Committee

RECOMMENDATIONS:

APPROVE and AUTHORIZE the purchasing agent, on behalf of Chief Information Officer, or designee, to execute a purchase order with Tone Software Corporation, in an amount not to exceed $13,000 for the renewal of mainframe output management software and automation tools, subject to Tone's License Agreement terms and conditions for the period of July 1, 2026, through June 30, 2027.

FISCAL IMPACT:

The cost of this product is included in the department's FY 26-27 budget (100% User Departments).

BACKGROUND:

The Department of Information Technology (DoIT) Operations and Enterprise Services staff utilize Tone Software's mainframe output management software and automation tools to enhance and streamline the handling, formatting, distribution, and presentation of the County's, mainframe-generated reports and documents. The specific Tone products in use are as follows:

1. JES2Mail: Automates and manages the distribution of mainframe-generated reports via email.
2. JES2FTP: Facilitates the automated transfer of mainframe-generated reports to other systems using File Transfer Protocol
3. PDF overlay: Enhances the presentation of the mainframe-generated reports by adding graphical elements and professional formatting, resulting in polished PDF documents.
4. Report processing Language: Provides advance capabilities for customizing the format and structure of mainframe-generated reports, allowing for detailed control over their appearance and content.

These products work together to ensure that the County's mainframe-generated reports and documents are efficiently managed, properly formatted, and effectively delivered to the relevant County Departments.

The terms of the License Agreement include a limitation of liability capping Tone's liability at the amount paid for the product.

CONSEQUENCE OF NEGATIVE ACTION:

Not approving this purchase could lead to inefficient report and distribution, manual errors, difficulty in customizing and managing reports, operational inefficiencies, and reduced responsiveness from the DoIT Operations and Enterprise staff.

1025 ESCOBAR STREET
MARTINEZ, CA 94553

CONTRA COSTA COUNTY

Staff Report

File #: 26-2386 **Agenda Date:** 6/9/2026 **Agenda #:** C.129.

To: Board of Supervisors

From: Marc Shorr, Information Technology Director

Report Title: Purchase Order with 11:11 Systems, Inc. (as successor in interest to SunGard AS) for the renewal of DoIT's IT systems and mainframe disaster recovery service.

☒Recommendation of the County Administrator ☐ Recommendation of Board Committee

RECOMMENDATIONS:

APPROVE and AUTHORIZE the Purchasing Agent, on behalf of the Chief Information Officer, or designee, to execute a purchase order with 11:11 Systems, Inc. (as successor in interest to SunGard AS) in an amount not to exceed $66,000 for the renewal of the Department of Information Technology's Information Technology systems and mainframe disaster recovery services for the period of July 1, 2026, through June 30, 2027.

FISCAL IMPACT:

The cost of this product is included in the department's FY 26-27 budget (100% User Departments).

BACKGROUND:

11:11 Systems Inc. (as successor in interest to SunGard AS) provides disaster recovery services including data restoration, testing and simulation, communication and reporting as well as post-recovery evaluation, which are designed to help recover and restore Department of Information Technology's (DoIT's) mainframe system and data in the event of a disruptive incident such as a natural disaster, hardware failure or other unforeseen event. Disaster recovery services are crucial for ensuring business continuity and minimizing the impact of unforeseen events on Information Technology (IT) operations.

The 11:11 Systems agreement contains mutual indemnification and a Limitation of Liability which limits the total aggregate liability of 11:11 Systems, its suppliers, resellers, partners, and their respective affiliates arising from or related to this agreement to the total amounts owed or paid by the County for the relevant products during the twenty-four (24) month period immediately preceding the first occurrence of the events giving rise to such liability.

11:11 Systems Inc. was selected based on their operational readiness, their familiarity with DoIT's mainframe environment, and their proven capability to restore both mainframe and midrange systems in the event of a disruption or natural disaster. DoIT reviewed three informal bids; other vendors, including Baer Consulting Incorporated and BMC Mainframe Services, were not chosen as they did not offer the remote services DoIT

required or provided mainframe restoration services only as part of broader managed service packages.

This purchase is being made under a sole-source justification to ensure continuity of services.

CONSEQUENCE OF NEGATIVE ACTION:

If 11:11 Systems' disaster recovery services are not renewed, DoIT may experience significant challenges in restoring data in the event of a disaster or other unforeseen disruption.

1025 ESCOBAR STREET
MARTINEZ, CA 94553

CONTRA COSTA COUNTY

Staff Report

File #: RES 2026-206 **Agenda Date:** 6/9/2026 **Agenda #:** C.130.

To: **Board of Supervisors**

From: Alison McKee, County Librarian

Report Title: Update Library Open Hours for the Walnut Creek Library

☒Recommendation of the County Administrator ☐ Recommendation of Board Committee

RECOMMENDATIONS:
ADOPT a resolution to increase the Walnut Creek Library open hours to 56 hours per week effective July 1, 2026, through June 30, 2027.

FISCAL IMPACT:
There will be no net fiscal impact to the Library Fund since Walnut Creek Library open hours and staffing will be increased commensurate with an increase in city funding.

BACKGROUND:
In accordance with the Library Lease and Service Agreement between the County and the City of Walnut Creek, on Friday May 22, 2026, the City of Walnut Creek informed the County Librarian that the City will fund sixteen (16) extra hours at the Walnut Creek Library for fiscal year 2026-2027, which will increase the Walnut Creek Library's weekly open hours from fifty-two (52) to fifty-six (56). This increase is in recognition that there will likely be additional demand at the Walnut Creek Library while the Ygnacio Valley Library is closed for renovations from September 9, 2026, to approximately May 31, 2027.

CONSEQUENCE OF NEGATIVE ACTION:
If library hours are not updated, the Walnut Creek Library will remain open for only 52 hours per week during fiscal year 2026-2027.

THE BOARD OF SUPERVISORS OF CONTRA COSTA COUNTY, CALIFORNIA

and for Special Districts, Agencies and Authorities Governed by the Board

IN THE MATTER OF MODIFYING THE OPEN HOURS OF THE LIBRARY

WHEREAS, on March 11, 2025, the Board of Supervisors adopted Resolution No. 2025/74, authorizing a change in open hours for the Library that deviated from the standard operating hours (8am - noon; 1pm - 5pm) set under County Ordinance No. 22-2.202; and

WHEREAS, the Library wishes to continue its practice of offering hours beyond what is prescribed in County Ordinance No. 22-2.202 to better accommodate the needs of the public; and

WHEREAS, Contra Costa cities hosting County Library branches have the option to fund up to sixteen (16) open hours above the forty (40) open hour schedule funded by the County Library; and

WHEREAS, the City of Walnut Creek has notified the County that it will increase funding for additional hours for the Walnut Creek Library from twelve (12) hours to sixteen (16) hours per week for fiscal year 2026-2027;

NOW, THEREFORE, BE IT RESOLVED that effective July 1, 2026:

1. Contra Costa County Library Hours and Information are hereby modified and approved as shown in Attachment A; and

2. This resolution supersedes and replaces Resolution No. 2025/74, which was adopted by the Board on March 11, 2025.

Contra Costa County Library Hours & Information

	Mon	Tues	Wed	Thu	Fri	Sat	Sun
Antioch 925/757-9224 501 W. 18th Street 94509	___	12-8	10-6	10-6	9-5	9-5	___
Bay Point 925/458-9597 205 Pacifica Avenue 94565	2:30-8	2:30-8	1:30-8	2:30-8	2:30-6	10-6	___
Brentwood 925/516-5290 104 Oak Street 94513	10-8	10-8	10-6	10-6	9-5	9-5	___
Clayton 925/673-0659 6125 Clayton Road 94517	___	12-8	10-6	10-6	10-6	10-6	___
Concord 925/646-5455 2900 Salvio Street 94519	10-8	10-8	10-6	10-6	9-5	9-5	___
Crockett 510/787-2345 991 Loring Avenue 94525	2-8	___	11-5	___	11-5	11-5	___
Danville 925/314-3750 400 Front Street 94526	10-8	10-8	10-8	10-8	10-6	10-6	___
Dougherty Station 925/973-3380 17017 Bollinger Canyon Road, San Ramon 94582	___	10-8	10-8	10-8	9-5	9-5	___
El Cerrito 510/526-7512 6510 Stockton Avenue 94530	___	10-8	10-8	10-8	9-5	9-5	___
El Sobrante 510/374-3991 4191 Appian Way 94803	___	12-8	10-6	10-6	9-5	9-5	___
Hercules 510/245-2420 109 Civic Drive 94547	___	10-8	10-8	10-8	9-5	9-5	___
Kensington 510/524-3043 61 Arlington Avenue 94707	___	12-8	10-6	10-6	9-5	9-5	___
Lafayette 925/385-2280 3491 Mt. Diablo Boulevard 94549	10-8	10-8	10-8	10-8	9-5	9-5	___
Martinez 925/646-9900 740 Court Street 94553	___	12-8	10-6	10-6	9-5	9-5	___
Moraga 925/376-6852 1500 St. Mary's Road 94556	___	12-8	10-6	10-6	9-5	9-5	___
Oakley 925/625-2400 1050 Neroly Road 94561	___	12-8	10-6	10-6	10-6	10-6	___
Orinda 925/254-2184 26 Orinda Way 94563	10-8	10-8	10-8	10-8	10-6	10-6	___
Pinole 510/758-2741 2935 Pinole Valley Road 94564	___	12-8	10-6	10-6	9-5	9-5	___
Pittsburg 925/427-8390 80 Power Avenue 94565	10-8	10-8	10-6	10-6	9-5	9-5	___
Pleasant Hill 925/646-6434 2 Monticello Avenue 94523	10-8	10-8	10-6	10-6	9-5	9-5	___
Prewett 925/776-3060 4703 Lone Tree Way, Antioch 94531	___	10-7	12-8	12-8	12-5	12-5	___
Rodeo 510/799-2606 220 Pacific Avenue 94572	___	___	11-5	2-8	11-5	11-5	___
San Pablo 510/374-3998 13751 San Pablo Ave. 94806	10-8	10-8	10-6	10-6	9-5	9-5	___
San Ramon 925/973-2850 100 Montgomery Street 94583	10-8	10-8	10-8	10-8	9-5	9-5	___
Walnut Creek 925/977-3340 1644 N. Broadway 94596	10-8	10-8	10-8	10-8	9-5	9-5	___
Ygnacio Valley 925/938-1481 2661 Oak Grove Road, Walnut Creek 94598	10-8	10-8	10-6	10-6	9-5	9-5	___
Administration 925/608-7700 777 Arnold Drive, Suite 210, Martinez, CA 94553	8-5	8-5	8-5	8-5	8-5	___	___
Project Second Chance 925/691-3960 2151 Salvio St. Suite 299, Concord, CA 94520	9-5	9-5	9-5	9-5	9-5	___	___

BOOKLINE 800/984-4636

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1025 ESCOBAR STREET
MARTINEZ, CA 94553

CONTRA COSTA COUNTY

Staff Report

File #: 26-2387 **Agenda Date:** 6/9/2026 **Agenda #:** C.131.

To: Board of Supervisors

From: Alison McKee, County Librarian

Report Title: APPROVE and AUTHORIZE the County Librarian, or designee, to close the Ygnacio Valley Library on Wednesday, September 9, 2026, for approximately ten months for building renovations and reopen to the public on approximately May 31, 2027.

☒Recommendation of the County Administrator ☐ Recommendation of Board Committee

RECOMMENDATIONS:

APPROVE and AUTHORIZE the County Librarian, or designee, to close the Ygnacio Valley Library on Wednesday, September 9, 2026, for approximately ten months for building renovations and reopen to the public on approximately May 31, 2027.

FISCAL IMPACT:

Renovation costs are funded by 86% Measure X ($2,132,220), 14% Library Fund ($346,780).

BACKGROUND:

On December 16, 2025, the Board of Supervisors authorized the Public Works Department to award the construction contract for the Ygnacio Valley Library building renovations to E F Brett and Company. The renovations will consist of a new roof, new all-electric HVAC system, and upgraded electrical and lighting systems.

CONSEQUENCE OF NEGATIVE ACTION:

If the closure is not approved, the renovations will not be able to proceed.

1025 ESCOBAR STREET
MARTINEZ, CA 94553

CONTRA COSTA COUNTY

Staff Report

File #: 26-2388 **Agenda Date:** 6/9/2026 **Agenda #:** C.132.

To: Board of Supervisors

From: Alison McKee, County Librarian

Report Title: Special Events Permit with the City of Pleasant Hill for Library Exploration Stations at the Pleasant Hill Library

☒Recommendation of the County Administrator ☐ Recommendation of Board Committee

RECOMMENDATIONS:
APPROVE and AUTHORIZE the County Librarian, or designee, to apply for and accept a special event permit with the City of Pleasant Hill which includes a hold harmless and mutual indemnification clause and proof of liability insurance for the County in the amount of $2,000,000, for the Library to host a Summer Reading event at the Pleasant Hill Library on June 16, 2026.

FISCAL IMPACT:
No fiscal impact.

BACKGROUND:
The Contra Costa Library hosts several programs during summer to encourage families to visit the library and participate in Summer Reading. The Summer Reading Exploration Stations will encourage children to discover science and reading and will also encourage children and adults to sign up for the Library's Summer Reading Program. Participants can look, touch and explore to learn about our national world and communities. Guests include the Lindsay Wildlife Museum, East Bay Regional Parks, Mt. Diablo and East Bay Astronomical Societies and 511 Contra Costa. Some of the Exploration Stations will be located in the Library's parking lot. The City of Pleasant Hill's municipal code states that large events that impede the normal use of a public parking lot require a special event permit that includes a hold harmless and mutual indemnification clause and proof of liability insurance in the amount of $2,000,000. The City of Pleasant Hill will waive the permit application and processing fee; there is no cost to obtain the permit.

CONSEQUENCE OF NEGATIVE ACTION:
The event will not be able to proceed at the Pleasant Hill Library.

1025 ESCOBAR STREET
MARTINEZ, CA 94553

CONTRA COSTA COUNTY

Staff Report

File #: 26-2503 **Agenda Date:** 6/9/2026 **Agenda #:** C.133.

To: Board of Supervisors

From: Kendra Carr & Peter Kim, Co-Directors Office of Racial Equity and Social Justice

Report Title: Request for Qualifications for Federal D. Glover Community Wellness Network Lead Entity

☐Recommendation of the County Administrator ☒ Recommendation of Board Committee

RECOMMENDATIONS:

AUTHORIZE the Co-Directors of the Office of Racial Equity and Social Justice to release, in substantial form, a Request for Qualifications to solicit submissions of qualifications from local agencies, organizations and collaborative groups qualified to serve as the Lead Entity for the development and implementation of the Federal D. Glover Community Wellness Network.

FISCAL IMPACT:
None.

BACKGROUND:
On August 12, 2025, the Board of Supervisors approved the final implementation plan for the African American Holistic Wellness and Resource Hub. At the time, the Board of Supervisors approved the establishment of the Transitional Community Advisory Body (TCAB) for the African American Holistic Wellness and Resource Hub (AAHWRH) to support the AAHWRH development during Phase 1 by providing guidance to ORESJ in the procurement of an independent lead entity who will oversee implementation and coordination. The TCAB has held monthly meetings since October 2025.

In January 2026, the TCAB recommended adopting a new name for the initiative, the Federal D. Glover Community Wellness Network, to honor the late Supervisor Federal Glover's leadership and support for the project, and to align with the community's vision that the wellness initiative serve as a countywide web of community-based providers, county agencies and local jurisdictions working collaboratively to address intersectional health and wellness issues that impact vulnerable Black/African American communities. On December 8, 2025, the TCAB reviewed the role of the Lead Entity in developing and implementing the Federal D. Glover Community Wellness Network. At the January 12, 2026 meeting, TCAB members reviewed the first draft of the Request for Qualifications (RFQ) to solicit a Lead Entity to develop the Glover Wellness Network and established Ad Hoc Workgroups to meet before their next meeting to provide additional feedback. The Equity Committee received the TCAB's recommendation at their January 26, 2026 meeting.

At the February 9, 2026 TCAB meeting, the Ad Hoc Workgroups reported out their review findings and feedback for the subsequent draft. ORESJ staff incorporated TCAB feedback and presented a final draft to the TCAB at their March 9, 2026 meeting at which time it was approved and moved forward to the Equity

Committee. The Equity Committee moved the RFQ forward to the BOS for the March 31, 2026 meeting. At this meeting, Supervisor Scales-Preston requested the removal of the RFQ for further edits to bifurcate the procurement process into two phases. Phase 1 will include receiving qualifications from interested parties for evaluation and determination for inclusion on a Qualified Vendors List. Phase 2 will draw detailed Lead Entity proposals from the Qualified Vendors List, from which a final candidate for Lead Entity will be selected to contract. TCAB received the revised RFQ at its May 11, 2026 meeting. The Equity committee reviewed and approved the revised RFQ at its May 18, 2026 meeting and directed staff to forward the final RFQ for BOS approval at the June 9, 2026 meeting.

CONSEQUENCE OF NEGATIVE ACTION:
A negative action will cause a delay in acquiring a Lead Entity to develop and implement the Federal D. Glover Community Wellness Network.

Request for Qualifications #0038 June 2026

OFFICE OF RACIAL EQUITY AND SOCIAL JUSTICE
CONTRA COSTA COUNTY

Lead Entity for the Coordination and Development of the Federal D. Glover Community Wellness Network

Release Date: June 15, 2026

Submisson Due Date: August 6, 2026

More information available at:
www.bidnetdirect.com/california/contracostacounty

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SOLICITATION OVERVIEW

REQUEST FOR QUALIFICATIONS (RFQ) #0038

Lead Entity for the Coordination and Development of the Federal D. Glover Community Wellness Network

The Office of Racial Equity and Social Justice (ORESJ) on behalf of the Contra Costa County Board of Supervisors, announces Request for Qualifications (RFQ) #0038. The purpose of this solicitation is to develop a list of qualified entities from which one will be selected for contract as the Lead Entity to implement and oversee the coordination of a holistic wellness network, the Federal D. Glover Community Wellness Network (FGCWN) as outlined in the Implementation Plan (linked here) that was approved by the Board of Supervisors on August 12, 2025. The selected Lead Entity will serve as the administrative and coordinating body responsible for establishing governance structures, nurturing service provider relationships, ensuring shared accountability, and building long-term sustainability for the FGCWN. Vendors must be able to clearly articulate understanding of the demographics, experiences, and needs of diverse, multi-generational Black/African American communities and residents, and demonstrate expertise in engaging, communicating, partnering, and/or serving the Black/African American community and other marginalized communities of color. Ideal Respondent(s) will also have deep experience and understanding of the communities, systems, and the social, economic and cultural dynamics of Contra Costa County.

The FGCWN will provide a formalized structure for the coordination and sustainability of a countywide network of County- and community-led programs and services. Its purpose is to ensure the efficient use of resources, consistent access to quality services across communities, streamlined policies, and a coordinated focus on the needs of Black/African American community members and other vulnerable residents experiencing disparities and inequities throughout Contra Costa County.

The potential contract will be for a one (1) year period with up to two (2) one-year renewals. Potential contract renewals will be based on satisfactory performance, available funding, and the continued need for services.

Interested parties are invited to attend a **Virtual Bidders' Conference/Information Session on Wednesday, July 1, 2026 from 1:00 PM to 3:00 PM.** Attendance at the virtual Bidders' Conference is not required for a proposal to be considered. **Please register for the virtual Bidders' Conference via this link:**

https://cccounty-us.zoom.us/meeting/register/PtHZtnyTR1moiG-oKo4RjA

After registering, you will receive a confirmation email containing information about joining the virtual meeting. Questions about this RFQ can be submitted via BidNet at www.bidnetdirect.com/california/contracostacounty.

Thank you in advance for your effort in preparing your response.

Proposal submissions are due by 3:00 p.m. PST on Thursday, August 6, 2026 via BidNet.

I. Background

A. Intent of Request For Qualifications

The Contra Costa County Office of Racial Equity and Social Justice (ORESJ) seeks submissions of qualifications from local agencies, organizations and collaboratives qualified to serve as the Lead Entity for the development and implementation of the Federal D. Glover Community Wellness Network (formerly the African American Holistic Wellness & Resource Hub).

This initiative builds upon the community's collective vision for African American wellness and thriving[1], as well as the County's commitment to addressing racial inequities and improving outcomes for its most marginalized residents and communities. The Federal D. Glover Community Wellness Network (FGCWN) will provide a decolonized approach to culturally responsive, compassionate, and comprehensive responses to the needs of vulnerable members of the Black/African American community. It builds upon the success of prior County efforts and models such as the Contra Costa Family Justice Alliance (initially administered by Employment and Human Services Department), the Black Health Conductors program (administered by the Health Department) and the Reentry Success Network/Center (administered by the Probation Department).

The FGCWN will provide a formalized structure for the coordination and sustainability of a countywide network of County- and community-led programs and services. Its purpose is to ensure the efficient use of resources, consistent access to quality services across communities, streamlined policies, and a coordinated focus on the needs of Black/ African American[2] residents experiencing disparities and inequities throughout Contra Costa County.

Ultimately, the FGCWN will play a critical role in strengthening a comprehensive, countywide safety net for vulnerable Black/African Americans and other marginalized residents—enhancing safety, connection, belonging, and access to health, mental health, and supportive services that meet both immediate and long-term needs.

The purpose of this solicitation is to develop a list of qualified entities from which one will be selected for contract as the Lead Entity to implement and oversee the coordination of the FGCWN as outlined in the Implementation Plan (linked here) that was approved by the Board of Supervisors on August 12, 2025. The selected Lead Entity will serve as the administrative and coordinating body responsible for establishing

[1] *Built By Us: A Community Blueprint for the African American Holistic Wellness and Resource Hub*, Feasibility Study commissioned by the Contra Costa County Board of Supervisors, presented April 15, 2025

[2] Terms such as *African American*, *Black*, and other descriptors connected to the African diaspora reflect evolving histories of self-identification shaped by migration, culture, class consciousness, political movements, census classifications, and anthropological understanding. Language continues to shift as communities define themselves on their own terms. While this document uses the term Black/African American for consistency, we affirm that all individuals and communities who identify anywhere along this spectrum of African diaspora, including Afro Indigenous, Afro Caribbean or Afro Latino identity are recognized, respected, and included in the intent of this work.

governance structures, nurturing service provider relationships, ensuring shared accountability, and building long-term sustainability for the FGCWN.

It is important to note that a parallel process is underway to solicit the services of community-based organizations to provide rapid response services within the FGCWN. The contracted community-based service providers will form the first cohort of agencies for which the Lead Entity will engage, support and coordinate.

B. The African American Holistic Wellness and Resource Hub

Funding for this Request for Qualifications (RFQ) comes from Measure X, a Countywide, 20-year, ½ cent sales tax approved by Contra Costa County voters on November 3, 2020. The text of the ballot measure stated that the intent of Measure X is "to keep Contra Costa's regional hospital open and staffed; fund community health centers; emergency response; support crucial safety-net services; invest in early childhood services; protect vulnerable populations; and for other essential county services." The Contra Costa County Board of Supervisors approved Measure X funds for the establishment of an African American Holistic Wellness and Resource Hub to be developed and administered by the Office of Racial Equity and Social Justice.

Currently, in Contra Costa County, Black/African Americans represent approximately 8.7% of the population. Racism, systemic inequities, injustice, and the enduring impacts of colonial structures have created and maintained conditions that disconnect many Black/African Americans from ancestral traditions, cultural lifeways and community-rooted systems of health and well-being. Throughout the United States, including here in Contra Costa County, Black/African Americans continue to experience disproportionate rates of preventable chronic illnesses such as heart disease, obesity, cancer as well as more recently, COVID-19. Racial and ethnic disparities in health outcomes, the criminal justice system, educational achievement, and social service metrics in Contra Costa County have been well-documented in reports issued by the First Five Contra Costa, Kaiser Permanente, Contra Costa Health Services, Contra Costa Continuum of Care, Contra Costa Employment and Human Services Department, and others.

For the last several years, members of the community have been advocating and leading the effort in the County for the creation of an African American Holistic Wellness and Resource Hub and the urgent need for expanded support services that address the pain, trauma, and other related challenges that exist in under-resourced, under-served Black/African American communities. Since its inception, the vision of a wellness *hub* has evolved and grown to encompass a countywide wellness *network* connecting communities and services throughout Contra Costa County, which then informed the recent change of the name from the African American Holistic Wellness and Resource Hub (AAHWRH) to the Federal D. Glover Community Wellness Network (FGCWN). The high-level mission and vision for the FGCWN is to host and provide culturally relevant and responsive services to eliminate health and wellness disparities. As a result of services provided through FGCWN, Black/African American community members in Contra Costa County will experience greater safety, connection and belonging, and have greater access to health, mental health and other support services that meet their immediate needs.

On December 12, 2023, the Board of Supervisors directed that a one-time allocation of $1 million of Measure X funds be allocated for the purpose of supporting the "African American Holistic Wellness and Resource Hub and existing services" in Contra Costa County. These funds were allocated to support and expand current programs and services as an immediate, intermediary step until the Hub was established. From May 2025 to April 2026, a cohort of 13 Black/ African American-led community-based organizations began service delivery on 14 projects located in East and West County across five priority services areas – community healing, food

and housing insecurity, infant and maternal health, behavioral health and youth development. See details about the cohort of service providers here.

On April 23, 2024, the Board of Supervisors allocated an additional $7.5 million of Measure X funds towards the actual establishment and operation of an African American Holistic Wellness and Resource Hub (subsequently the Federal D. Glover Community Wellness Network) and implementation of services and activities. This is in addition to the $180,000 that the Board of Supervisors allocated for the completion of a comprehensive feasibility study to help inform the purpose, design, and implementation of the AAHWRH services.

From August 2024 through March 2025, Ceres Policy Research conducted a feasibility study that included 8 community listening sessions, multiple stakeholder interviews, and a community survey of over 4,000 residents, as well as a fiscal analysis of possible locations and a comprehensive health and needs assessment of Black/ African American community members in Contra Costa County. On April 15, 2025, Ceres Policy Research presented their feasibility plan to the Board of Supervisors along with their recommendations for the design and implementation of an AAHWRH. The Board directed ORESJ to proceed with creating an actionable implementation plan based on the information and recommendations shared in the feasibility report.

On June 10, 2025, the Board of Supervisors approved an allocation of $400,000 of one-time Measure X funds to expand targeted outreach and supportive services for Black/African American males and directed that these funds be added to the previously allocated $7.5 million and included in the implementation plan for the AAHWRH.

On August 12, 2025, ORESJ presented the Implementation Plan for the AAHWRH to the Board of Supervisors, which outlined three implementation phases spanning from August 2025 to July 2029. In the first implementation phase, ORESJ, in consultation with the Board-appointed Transitional Community Advisory Board (TCAB), would release two competitive solicitations – one for an implementation lead entity and another for rapid response services. This RFQ is in response to the former.

On October 27, 2025, the Transitional Community Advisory Body (TCAB) held its first meeting to begin tasks associated with Phase 1 of the implementation of the AAHWRH. On November 10, 2025, at their second meeting, TCAB members recommended the re-naming of the AAHWRH to the Federal Glover Community Wellness Network (FGCWN) in honor of the late County Supervisor Federal D. Glover, as well as to better reflect the aim of establishing a countywide service network.

TCABs role is to support the early development of the FGCWN by providing guidance and feedback to ORESJ in the procurement of an independent lead entity who will oversee implementation and coordination. Similar to the AAHWRH Feasibility Study Steering Committee (December 2023 to May 2025), the TCAB is a community-led advisory body comprised of 16 county residents who each possess personal and professional lived experiences that reflect the needs, concerns and priorities of vulnerable Black/African Americans in Contra Costa County.

TCAB responsibilities include:

- Review and provide feedback on eligibility and selection criteria for:
    - Implementation Lead Entity
    - Executive Director

    - Board of Directors
    - Community Council
- Support outreach and recruitment efforts for interested and qualified candidates for all positions/roles listed above

Once selected and Board-approved, the Lead Entity will attend the monthly TCAB meetings and provide progress updates and receive feedback related to the implementation of the FGCWN. The TCAB will remain in place until the independent 501(c)(3) nonprofit organization is created, a Board of Directors is appointed, and a Community Council is established, after which the TCAB will dissolve.

C. Scope of Services for Lead Entity

Through this solicitation, ORESJ seeks to identify qualified vendors, from whom bids will be requested to select a Lead Entity with which to contract.

Respondents selected for inclusion on the "Qualified Vendors List" must demonstrate expertise and skill in the areas noted in the below grid of responsibilities and scope of work for the Lead Entity of the FGCWN. Those added to the Qualified Vendor List will be identified through this Request for Qualifications (RFQ) process and only vendors on this list will be deemed qualified to provide the services described in this document. Selection of the FGCWN Lead Entity will ensue from the Qualified Vendors List.

The FGCWN Lead Entity will have extensive expertise in supporting local Black-led and Black/ African American community-serving organizations to implement and administer the coordination of a countywide network of services and activities dedicated to increasing and strengthening Black/African-American holistic wellness in Contra Costa County. The FGCWN Lead Entity will be responsible for the coordination and development of the FGCWN, according to the Implementation Plan approved by the Board of Supervisors on August 12, 2025.

The Lead Entity will be responsible for the following:	
Federal D. Glover Community Wellness Network	
Network Coordination	Coordinate a network of service provider partners and facilitate collaboration and communication among County, community-based, mutual-aid networks and other partners. Align and integrate programs and services offered via mobile, pop-up, and satellite sites. Support and facilitate referral and coordination processes that respond to shifting migration and community dynamics among Black/African American residents throughout the County.

Organizational Development	Hire an (or serve as) Executive Director to oversee implementation. Establish (or serve as) an independent 501(c)(3) nonprofit organization to serve as the network's Lead Entity. Recruit and convene a Board of Directors and a Community Council. Hire inaugural program and operations staff. In partnership with ORESJ, develop and nurture partnerships with County, nonprofit, business, and philanthropic stakeholders.
Infrastructure Development	Provide the Executive Director with technical support, strategic planning, and clear direction on how to design and implement the network. Serve as the employer of record for the executive director and any network staff. Provide the organizational infrastructure, administrative support, and resources for the Federal D. Glover Community Wellness Network staff to carry out its coordination and administrative duties to launch the network. Identify and secure community-based satellite sites to house network programs and services. Once a physical site is established in East County, provide infrastructure (workspace, coordination, supplies, and communications) for partners co-locating services at the site.
Data Integration and Outcome Tracking	Collaborate with County agencies and community-based partners to use common data collection tools. Identify impact indicators and outcomes for all partners to track. Encourage responsible data sharing among partners while ensuring participant confidentiality, trust, and safety. Monitor program activities and progress reports that track people served, milestones achieved, and deliverables met; produce an annual summary report of these outcomes.
Implement Best Practices and Continuous Improvement	Identify and share evidence-based, promising, and community-defined best practices with partners. Coordinate capacity-building and training opportunities for all partners engaged in service provision. Nurture a culture of learning, collaboration, and coordinated service delivery among network service providers and partners. This can include activities

	such as network convenings, coordinated site visits, strategic thought partnership, connection to resources and other supports.
Resource Development	Work with public systems, business, community, and philanthropic partners to identify and pursue funding opportunities. Develop and implement a 10-year fund development and sustainability plan for the Federal D. Glover Community Wellness Network.

Based on the above summary of contract requirements and required operations for the FGCWN , the following outlines the above responsibilities and deliverables according to a three-year timeline:

Anticipated Year One Deliverables

- ❑ Once selected and Board-approved, the contracted lead entity will meet monthly with the Transitional Community Advisory Body to provide progress updates related to the implementation efforts and milestones.
- ❑ Hire (or serve as) an executive director to lead the implementation efforts.
- ❑ Create (or serve as) an independent and self-sustaining 501(c)(3) nonprofit organization to serve as the Federal Glover Community Wellness Network.
- ❑ Recruit and assemble a Board of Directors comprised of individuals with strong Black/African American community ties, as well as positions of influence in public systems to allow for the independence and agility of a nonprofit organization while maintaining support from local government partners. Until the Board is created, the lead entity will need to seek approval for budget, adoption of data tools/outcomes framework, organizational structure and personnel plan from ORESJ.
- ❑ Recruit and assemble a Community Council to provide insight, subject matter expertise, and lived experience perspective to help guide and inform the shaping and implementation of the programs and services offered within the Federal D. Glover Community Wellness Network.
- ❑ Working with County and community partners, identify and secure community-based satellite sites to house and/or co-locate network programs and services.
- ❑ Identify data collection tools, resources and practices to implement across the network.
- ❑ Report out on early indicators of success among the network's community-led and county agency programs and services.
- ❑ Meet (at minimum) monthly with ORESJ to discuss progress related to launching the network; provide quarterly updates for ORESJ to present at the Equity Committee meeting of the Board of Supervisors.

Anticipated Year Two and Three Deliverables

- ❑ Support the Executive Director to recruit and hire inaugural network staff.
- ❑ Develop a formalized structure for service coordination, partnership development and shared governance.

- ❑ Convene and facilitate multidisciplinary team meetings with county and community partner staff to ensure referrals, communications, and services remain aligned and address the needs of the most vulnerable participants.
- ❑ Provide coordination, support, technical assistance, and capacity building opportunities for contracted community organizations and County agency partners, as well as other community partners contributing in-kind services, to ensure alignment in the delivery of caring, culturally responsive direct services.
- ❑ Develop a ten-year fund development and sustainability plan.
- ❑ Working with County and community partners, implement comprehensive data collection and evaluation methods to assess network effectiveness and impact. This includes the collection and analysis of both qualitative and quantitative data to capture a holistic view of service delivery and outcomes.
- ❑ Facilitate participatory data sense-making and community learning exchanges (e.g. storytelling, narrative interviews, focus groups) to foster continuous improvement, community engagement, and nuanced understanding of user experiences.
- ❑ Provide quarterly updates for ORESJ to present at the Equity Committee meeting of the Board of Supervisors.

D. ORESJ's Scope of Work

Since December 2023, the Office of Racial Equity and Social Justice (ORESJ) has served as the lead county agency responsible for stewarding the establishment of the FGCWN. ORESJ is leading the procurement processes for this RFQ which seeks a lead implementation entity, as well as the complimentary RFP which requests applications from Black/African American-led, Black/African American-serving service provider organizations to provide rapid response services in North Richmond, Richmond, Pittsburg and Antioch. ORESJ currently facilitates TCAB the Board-appointed body tasked with providing real-time feedback on the early implementation tasks for the community wellness network. In Phase 2, after the FGCWN Lead Entity has been selected, a 501c3 has been established, and a Board of Directors and Community Council are in place, the T-CAB will transition from its duties and dissolve.

During this first implementation phase, ORESJ will pursue funding opportunities for research and evaluation of the FGCWN. ORESJ is committed to research and evaluation that is community-centered, non-extractive and affirming. Core methods will include qualitative measures (e.g. storytelling, narrative interviews, and focus groups with community wellness network users, staff, and leaders); quantitative tracking of disaggregated access and service outcome indicators; participatory data sense-making and community learning exchanges; and transparent reporting to ensure information is readily accessible.

During Phase 2, ORESJ will continue to work with and support the contracted implementation lead entity and its executive director with establishing and maintaining partnerships with County agencies and other public system partners with the goal of establishing effective collaboration, communication and coordination regarding referral processes, service alignment, and leveraging of shared resources and services.

In partnership with the contracted implementation lead entity and executive director, ORESJ will also engage health system partners, local municipal leadership and community organizations to garner support, buy-in and commitment from key stakeholders regarding long-term service partnerships and sustainability.

Overall, ORESJ will serve as a bridge and liaison to County leadership and departments, while also providing support and strategic thought partnership to the FGCWN.

Key Implementation Priorities for ORESJ during Phases 1 and 2
(identified through the Feasibility Study's community needs assessment process)**:**

- Expand mobile physical health services in collaboration with Contra Costa Health and establish partnerships with transportation services and community-based organizations.
- Expand systems navigation and service linkage support in collaboration with County departments, as well as expand supports to unhoused and housing insecure families.
- Establish partnerships with community-based organizations to access and involve credible messengers, pop-up sites, and wraparound supports.
- Support and leverage community-based mental health healing circles and counseling programs in partnership with trusted local providers.
- Expand access to restorative justice and re-entry support services in collaboration with the Public Defender and Probation Departments.
- Expand, leverage and coordinate existing supportive services that prioritize Black/African American males, mothers and infants, and isolated elders.
- Focus initial services across multiple target neighborhood sites in Districts 1 and 5 to meet urgent resident needs and ensure accessibility (see maps of census tracts identified as priority areas for access to services).

II. Selection Process

A. Timeline

The following outlines the timeline of activities for this solicitation process, beginning with the RFQ release date and ending with the anticipated contract start date.

EVENT	DATE*
RFQ Release Date	June 15, 2026
Virtual Bidders' Information Session (optional) **	July 1, 2026, 1:00 pm to 3:00 pm
RFQ Questions Submission Deadline	July 8, 2026 by 3 pm
Response to RFQ Questions published	July 15, 2026
Statement of Qualifications submittal Deadline	**August 6, 2026 by 3pm**
PHASE ONE	
Evaluation period	August 7 – September 7, 2026
Qualified Vendor Selection Notification	September 8, 2026
Submit written Protest deadline	September 15, 2026
Notification of Protest decision	September 22, 2026
PHASE TWO	
Lead Entity Bid opens	September 15, 2026
Lead Entity Bid Submission Deadline	October 5, 2026
Interviews	October 21, 2026
Lead Entity Selection Notification	October 30, 2026
Submit written Protest deadline	November 6, 2026
Notification of Protest decision	November 13, 2026
Review by Equity Committee (vote pending)*	November 16, 2026
Board of Supervisors Approval of Lead Entity	December 8, 2026
Contract Negotiation	Begins December 9, 2026
Proposed Contract Start Date	Early 2027

**Dates may shift due to unforeseen scheduling challenges and/or change*

*** Please register in advance for the virtual Bidders' Information Session at the following link:*

https://cccounty-us.zoom.us/meeting/register/PtHZtnyTR1moiG-oKo4RjA

After registering, you will receive a confirmation email containing information about joining the meeting.

B. Phase One: Develop list of Qualified Vendors

A list of Qualified Vendors will be developed from response submissions that demonstrate a proven and demonstrable track record in working in deep partnership with service providers and community organizations embedded in, representative of, and dedicated to serving marginalized, vulnerable Black/African American communities in Contra Costa County. Vendors must be able to clearly articulate understanding of the demographics, experiences, and needs of diverse, multi-generational Black/African American communities and residents, and demonstrate expertise in engaging, communicating, partnering, and/or serving the Black/African American community and other marginalized communities of color. Ideal Respondent(s) will also have deep experience and understanding of the communities, systems, and the social, economic and cultural dynamics of Contra Costa County.

Ideal responses will include a documented history of comparable projects and/or equivalent service delivery, fundraising and will demonstrate a record of building and coordinating a collective of community, public system and/or private partners to improve the wellbeing of vulnerable communities.

C. Phase Two: Identify Lead Entity

A second phase solicitation process will ensue with the Qualified Vendors. Ideal responses in this phase will identify additional funds beyond the amount funded in this RFQ to support FGCWN endeavors. Respondent(s) with demonstrated experience and capacity in grant writing, leveraging, fund development for non-profits, community-based organizations and/or small businesses within the past 5-10 years will be strongly considered.

Respondents may apply as single entities or as a coalition with one lead agency identified. Organizations that would like to submit a Scope of Qualifications (SOQ) but cannot perform all required services are encouraged to partner with other agencies to have a team that would complement/supplement their capabilities.

D. Qualifications and Eligibility

- Respondent(s) will be organizations led by members of the communities they serve (defined as organizations with leadership, board, or governing members representing the target community, and with core programs developed by and for the target community and residents of Contra Costa County). They must be able to demonstrate cultural competence and the ability to establish community trust.
- Be a registered organization and active standing with the California Secretary of State's Office (for corporations).
- Preferably located within Contra Costa County.
- Have a valid, current business license (if applicable), Employer Identification Number, and be fully current on all state and local tax filings and payments.
- As applicable, hold current state or local licenses, credentials or certifications required to provide the services proposed.
- Be knowledgeable about, and comply with, all applicable federal, state, and local laws and regulations.
- Have a proven track record in successfully providing the proposed services.
- Have commercial general liability insurance and other insurance as needed and required by the County.

- Agree to comply with the County's Standard Contract provisions. A copy of the County's General Conditions is attached as Attachment A in this RFQ and incorporated herein. By submitting a Proposal, the Successful Respondent agrees that it will agree to using the attached form with no exceptions to the form of the County's Standard Contract.

E. Experience Requirements

- Demonstrate meaningful, relevant experience leading a multi-provider or multi-agency network.
- Demonstrate meaningful, relevant experience delivering holistic wellness services, evidence-based or research-based curriculum and/or wraparound services for community members (e.g. mental health, maternal care, housing, etc.).
- Demonstrate knowledge of CAL-AIM and Enhanced Care Management Service Providers Requirements.
- Employ staff with lived experience relevant to the communities they serve and prioritize mentorship, leadership development, and fair compensation.

F. Contract Period and Annual Tasks

The successful Lead Entity selected from the Qualified Vendor list will enter a one (1) year contract with Contra Costa County, eligible for two (2) annual renewals, subject to annual evaluation of progress.

See the sample project structure below with annual tasks to support the development and growth of the FGCWN over a three (3) year period. Qualified Vendors invited to participate in Phase Two of this solicitation will be expected to generate a three (3) year budget and narrative to correspond with their proposed workplan.

Year 1
Lead Entity
Hire an Executive Director
Launch development and coordination activities for the Network
Apply for and establish an independent 501(c)(3)
Provide capacity building activities and trainings for the Network
Provide regular updates to community about opportunities to engage the Network
Recruit and launch the Board of Directors and Community Council
Year 2
Lead Entity
Executive Director serves as main ambassador for the Network, develops infrastructure, communicates and build relationships among stakeholders, raises funds
Lead development and coordination activities for the Network

Provide capacity building activities and trainings for the Network
Develop a sustainability plan and raise funds for the countywide Network
Provide regular updates to community about opportunities to engage the Network
Convene and facilitate the work of the Board of Directors and Community Council
Year 3
Lead Entity
Executive Director serves as main ambassador for the Network, develops infrastructure, communicates and build relationships among stakeholders, raises funds
Lead development and coordination activities for the Network
Provide capacity building activities and trainings for the Network
Develop a sustainability plan and raise funds for the countywide Network
Provide regular updates to community about opportunities to engage the Network
Convene and facilitate the work of the Board of Directors and Community Council
Develop a data and evaluation plan

III. Application Instructions

A. Response Instructions

1. Responses to this RFQ must be submitted electronically through the BidNet Direct website at www.bidnetdirect.com/california/contracostacounty. No exceptions are allowed.

    a. Contra Costa County Purchasing Services is facilitating this procurement process on behalf of ORESJ. Purchasing Services uses BidNet Direct to notify vendors of formal solicitations. Vendor registration is free and the County does not require vendors to pay any fees.

    b. All aspects of RFQ submission administration will be handled by the BidNet Direct website. Contact customer service if you need technical assistance with any part of the bid process at: support@bidnet.com or call (800) 835-4603.

    c. BidNet Direct Vendor Registration Instructions (15 – 20 minutes):
        i. Go to Contra Costa County's BidNet Direct at the following link: www.bidnetdirect.com/california/contracostacounty
        ii. Click the "Vendor Registration" link at the top right of the page
        iii. Select the "Basic Plan", which is free of charge. Unlike other BidNet subscriptions, the Contra Costa BidNet webpage is free and you may view, download and apply to this RFQ for free. Be sure to "Remove" any add-ons BidNet includes with your Basic Plan registration.
        iv. Once registered, you will receive an email from BidNet Direct to finalize your account registration.
        v. Suggest "Consultation Services" NAICS code 91800
        vi. Upon initial log in, you will be asked to create an account profile with:
        vii. Your organization's contact information
        viii. Service categories (e.g. 91800: Consulting Services)
        ix. Business structure
        x. Your registration is complete and you can now search the BidNet Direct portal and view the current RFQ

2. Responses shall consist of a single packet containing all required documents and any allowable supporting information. Each Respondent must submit one (1) original response via BidNet Direct website. Late submissions will not be accepted.

3. The response narratives shall be typed double-spaced and printed on 8 1/2" x 11" paper with no less than 1" margins on all sides, using an easy to read 12-point font. Total response narratives shall not exceed 20 pages collectively, excluding the cover letter, table of contents, and required attachments.

4. All pages in each submitted response packet must be numbered consecutively beginning with the Cover Letter as page 1 and ending on the final page of the response packet.

5. All information in each response packet must be presented in the sequence outlined in the next section (Response Outline).

B. Response Outline

Section I: COVER LETTER and TABLE OF CONTENTS

1. **Cover Letter**
   i) Provide no more than a one-page cover letter that briefly introduces your organization and interest in serving as the Lead Entity of the Federal D. Glover Community Wellness Network. The letter must be signed in blue ink by an authorized representative of the firm.

2. **Table of Contents**

Section II: STATEMENT OF QUALIFICATIONS (SOQ) NARRATIVE

1. **Organizational History and Overview (1-2 pages)**
   i) Describe your organization's vision, mission, and strategic goals. Your organization's history, years in operation, current core services and number of years providing the services described in this solicitation. Detail your organization's history of providing services in Contra Costa County and indicate where your organization's headquarters are located, the location of any satellite offices in Contra Costa County, and the form of your business (nonprofit, other—please specify).

   ii) Your organization's primary areas of expertise and qualifications (including resources, capabilities, and licenses/certifications) as they relate to the scope of services described in this RFQ.

2. **Scope of Services Understanding and Experience (3-4 pages)**
   i) Describe the organization's understanding, knowledge, and experience working in partnership with and supporting Black/African American-led, Black/African American community-serving grassroots organizations.

   ii) Describe your organization's expertise in developing, supporting and/or coordinating networks and collaborative partnerships across multiple stakeholders that involve co-located and integrated services to achieve successful outcomes for vulnerable Black/African American populations. Describe your approach to fostering collective impact and/or collaboration among partners, cultivating consistent practices and attitudes, and managing both administrative and programmatic operations involving multiple partners with diverse skill sets, responsibilities, values, and ways of working.

   iii) Describe your approach to supporting relationship- and capacity-building with service providers, ongoing quality improvement among partners, and advancing professional capacities and effective practices for local nonprofit/public stakeholders. Include any particular experience in building the capacities and/or skill sets of service providers in fields specifically related to the goals of the FGCWH.

iv) Describe any experience in grantmaking, administration and/or management of service contracts, fundraising and fund development. If applicable, indicate any additional funds, services, or resources that will be leveraged to supplement or augment the work described in the scope of services.

3. **Service-Related and Subject Matter Expertise (2-3 pages)**

i) Discuss your expertise as it relates to developing and implementing programs to address Black/African American health and wellbeing in Contra Costa County. Discuss any expertise in managing and operating culturally relevant programs, integrating evidence-based practices/interventions relevant to the target population, providing trauma-informed care, and delivering client-centered services while monitoring program performance.

ii) Describe your experience and expertise in working with public agencies, particularly those that are central to this project, including the Health Services Department, Employment and Human Services Department, Library, Probation and Public Defender offices.

4. **Data Management and Learning Expertise (1-2 pages)**

i) Describe your organization's experience facilitating participatory data sense-making and community learning exchanges (e.g. storytelling, narrative interviews, focus groups) to foster continuous improvement, community engagement, and nuanced understanding of user experiences.

ii) Describe how your organization plans to manage, track, and collect data related to monitoring progress toward process outcomes, and include any relevant experience. Describe the data collection infrastructure, tools, systems and/or processes that will be utilized to support collecting and monitoring the project's implementation data.

iii) Discuss your expertise and experience working within the requirements of state and federal laws mandating varying levels of confidentiality and protections of personal information. Include discussion of issues related controlling access to sensitive data, the use of interagency agreements to regulate information access, sharing, use, and privacy.

5. **Team Member Qualifications (1-2 pages)**

i) Identify the key team member(s) for this project, including roles and duties as related to this project. Provide an Organizational Chart of key team members, including any partners or subcontractors; and describe each key team member's lived experiences related to the scope of work, their qualifications, experience level, and expertise. Briefly discuss the related projects key team members have worked on, and other relevant experience that speaks to their expertise on this project. Submit resumés for all key team members who will be working directly on this project (these will *not count* towards page limit)

ii) Identify the individual or team who will provide overall project leadership. Who will serve as the initial project manager until an executive director is identified? Indicate who is authorized to negotiate contract terms on behalf of your organization. If different, indicate who is the primary

point-of-contact who will manage and oversee implementation of project. Share the areas of specialization of each member of the team leadership.

6. **Experience with Similar Projects and Place-Based Experience within Contra Costa County (2-3 pages)**

   i) Describe your organization's history of and current operations in the local community, including identifiable service locations or facilities, within Contra Costa County, preferably within the region and/or communities where services are to be accessed by the most vulnerable Black/African American communities. You may include any relevant lived experience in the region, communities, or neighborhoods you intend to serve that demonstrates your expertise.

   ii) Describe how your organization plans to address any challenges/barriers clients may have in accessing your services. You may include any relevant lived experience with successful strategies to address challenges/barriers to service access for the communities within the regions you intend to serve.

7. **Demonstrated Fiscal Expertise**

   i) In ***Phase One***, Bidder will provide demonstration of Fiscal Expertise through completion of **Form #1: Bidder's Statement of Capacity**. Areas covered include a description of the Bidder's accounting system and internal controls, description of fiscal policies and procedures, and descriptions of: timekeeping system, payroll system inventory system, cost allocation plan and methodology used to prorate common operating cost as well as the ledger system used for receivables, payables, expenses, disbursements, and petty cash.

   ii) If selected for the Qualified Vendor List, during ***Phase Two***, Bidder will provide copies of financial documents including but not limited to those outlined below (in Section III. ATTACHMENTS, Phase Two: Lead Entity Selection).

   iii) If awarded a contract as the Lead Entity, Bidder will be required to maintain audited financial statements during the period of performance.

Section III: ATTACHMENTS

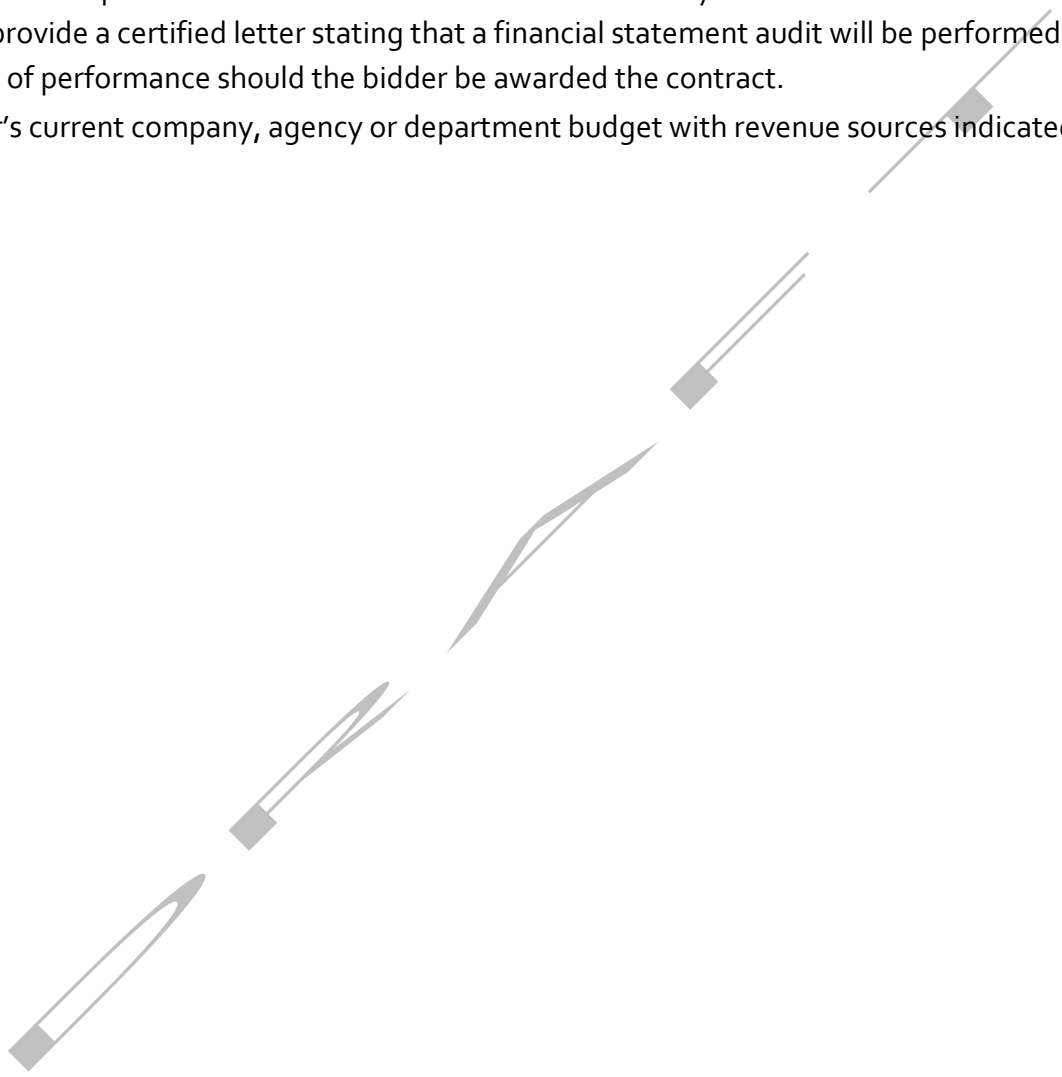
Phase One: Developing Qualified Vendors List

- ❑ Form #1: Bidder's Statement of Capacity: Requests information about business operations, fiscal oversight and any legal considerations.
- ❑ Form #2: Bidder's Contracts and References: Requests information about the organization's current and prior projects conducted under grant or contract, including all government contracts/grants.
- ❑ Form #3: Anti-Collusion Statement
- ❑ Form #4: Addenda Acknowledgement, if applicable
- ❑ Key Team Member Resumes – please keep each resume to no more than 2 pages, highlighting the most relevant experiences and skill sets related to this project's scope of services.

- ❑ Letters of Reference, three (3) references from professional relationships that can speak to Respondent's community, leadership, collaboration and fundraising capabilities.

Phase Two: Lead Entity Selection

- ❑ Bidder's manual of fiscal procedures and policies, *if available.*
- ❑ Bidder's most recent audit including any applicable corrective action plans. A review or compilation of the financial statements prepared by a CPA may be submitted in lieu of an audit/audited financial statements if the latter are not available. A copy of the latest filed tax return must be submitted if a review or compilation is not available. Bidders who currently do not have audited financial statements must provide a certified letter stating that a financial statement audit will be performed during the period of performance should the bidder be awarded the contract.
- ❑ Bidder's current company, agency or department budget with revenue sources indicated.



These documents are NOT required in Phase One, Developing List of Qualified Vendors selection process.
Bidders who successfully complete Phase One to be added to the Qualified Bidders List may be invited to participate in Phase Two, Lead Entity Selection Process. The below documents will be required during Phase Two.

PROJECT BUDGET and BUDGET NARRATIVE

1. **Budget and Budget Narrative**
   i) Provide any considerations or feedback on the sample project structure and corresponding annual allocation included in Part I, Section E: Budget and Contract Period. Confirm that the annual allocation amounts align with your ability to perform the scope of work and proposed activities, and propose a staffing structure that aligns with your organization's structure and capacity. Include any anticipated challenges and/or proposed adjustments to the annual budget allocations with detailed description of reason and rationale for any proposed changes.

   ii) Include a detailed line-item budget to clearly illustrate the above.

2. **Supplemental Resources**
   i) To what extent are matching resources identified to supplement funding that will expand capacity and opportunities for the Federal D. Glover Community Wellness Network? Are there other initiatives or efforts that your organization is or will be implementing that can be leveraged and aligned to amplify or extend the project goals and impact?

3. **Documents**
   i) See Section III. ATTACHMENTS, Phase Two: Lead Entity Selection for list of documents to submit along with the above materials.

C. RFQ Mandatory Requirements

1. Respondents shall be fully responsible for all costs incurred in the development and submission for this RFQ.
2. The Respondent assumes sole responsibility for the complete effort required in submitting a proposal in response to this RFQ. No special consideration will be given after proposals are received because of a Respondent's failure to be knowledgeable as to all of the requirements of this RFQ.
3. Should any discrepancies, omissions, or doubt as to their meaning be found in the RFQ specifications or requirements, the Respondent shall notify the County in writing via BidNet Direct. In response, the County will send written instructions or addenda to all participants in the RFQ process. The County shall not be responsible for oral interpretations.
4. The County reserves the right to do the following at any time and for its own convenience, at its sole discretion:

a. To reject any and all proposals without indicating any reasons for such rejection
b. Terminate this RFQ and issue a new RFQ anytime thereafter
c. Extend any or all deadlines specified in the RFQ, including deadlines for accepting proposals by issuing an Addendum at any time prior to the deadline for receipt of responses to the RFQ
d. Procure any services specified in the RFQ by other means
e. Disqualify any Respondent on the basis of any real or perceived conflict of interest or evidence of collusion that is disclosed by the proposal or other data available to the County. Such disqualification is at the sole discretion of the County.
f. Reject the proposal of any Respondent that is in breach of or in default under any other agreement with the County
g. Reject any Respondent deemed by the County to be non-responsive, unreliable, unqualified, or non-responsible

5. False, misleading, incomplete, or deceptively unresponsive statements in connection with a submittal shall be sufficient cause for rejection of the submittal.
6. The Contract binds the heirs, successors, assigns and representatives of Successful Respondent. Prior written consent of the County is required before the Successful Respondent may enter into subcontracts for any work contemplated under the Contract, or before the Successful Respondent may assign the Contract or monies due or to become due, by operation of law or otherwise.
7. No one is authorized to amend any of these documents in any respect by an oral statement or to make any representation or interpretation in conflict with their provisions. Any changes to these documents will be issued in writing via addenda to be posted on BidNet Direct's website.
8. By submitting a signed proposal, Respondent certifies that there has been no collusion with any other Respondent. Reasonable grounds for believing Respondent has an interest in more than one submittal will result in rejection of all submissions in which the Respondent has an interest. Any party to collusion may not be considered in future submissions for the same or similar work. See Form #3.
9. All addenda shall include an acknowledgement of receipt that must be returned. The addenda must be signed and attached to the final response. Failure to attach any addendum may result in the rejection of the response. See Form #4.

IV. Application Review Process

A. Review and Selection Process – Phase One

All responses submitted in compliance with the RFQ requirements will be eligible for review and selection. Responses will be evaluated for completeness and overall responsiveness to the requirements contained in this RFQ.

As a first step, Office of Racial Equity and Social Justice staff will review each response's adherence to RFQ specifications, including:

- On-time submission
- Complete submission packet:
    - Cover Letter and Table of Contents
    - Statement of Qualifications Narrative (not to exceed 20 pages)
    - Forms (Form #1, Form #2, Form #3, Form #4)
    - Attachments: Additional Supporting Documentation (Key Team Member Resumes, Three letters of reference)

All qualified submissions will be forwarded to the RFQ Review Panel for evaluation.

1. The panel will be composed of up to 7 members. These members will be selected from individuals representing the target population, public agencies, and service providers. In determining the panel's composition priority will be given to those with personal and professional expertise in the lived experiences of Black/African American communities, the type of services described in this solicitation, and those who have other relevant subject matter experience and expertise. Members of the Review Panel will be required to sign an impartiality statement. Review panel composition will be released with the recommendations of the review panel.

2. The Review Panel will evaluate and score all qualified submissions using criteria outlined in the Request for Qualifications (RFQ) Scoring Sheet. Respondents must achieve a minimum score of 80% to be considered for the Qualified Vendors List.

B. Review and Selection Process – Phase Two

Phase Two will consist of Bidders invited from the Qualified Vendor List to submit materials for consideration and evaluation to be the selected Lead Entity. The below materials will be requested [See Section III. ATTACHMENTS, Phase Two: Lead Entity Selection]:

1. Proposed Lead Entity Scope of Work, Year 1, Year 2 and Year 3
2. Proposed Lead Entity Three Year Budget and Budget Narrative
3. Supplemental Resources (e.g. matching funds, physical location)
4. Fiscal Documents

A Review Panel will evaluate and score all qualified submissions from Phase Two. Respondents achieving a minimum score of 80% in Phase Two will be invited to interview with an interview panel to take place on or around October 21, 2026.

ORESJ will recommend a Lead Entity to the Equity Committee to move forward for contract negotiations. Any recommendations for a contract award must be approved by the Contra Costa County Board of Supervisors' Equity Committee, and then the full Board of Supervisors, before any contract will be entered into by the County.

C. Request for Qualifications (RFQ) Scoring Sheet – Phase One

Proposal Elements	Possible Score

1. Organizational History and Overview ● Relevancy of the organization's vision, mission, and strategic goals. ● Demonstrates alignment of purpose and values. ● Priority areas of investment and current portfolio reflect a commitment to addressing the needs of marginalized, underserved, Black/African American communities.	**0 – 5 pts**
2. Scope of Services Understanding and Experience (5 points each) ● Demonstrates understanding, knowledge, and experience working in partnership and supporting Black/African American -led, Black/African American community-serving grassroots organizations. ● Demonstrates expertise in developing, supporting and/or administering networks and collaborative partnerships across multiple stakeholders. Includes any relevant and applicable experience in fostering collective impact and/or collaboration among community and county partners. ● Demonstrates expertise in ongoing quality improvement among Partners and in advancing professional capacities and effective practices for local nonprofit/public stakeholders connected to the Network's work. ● Demonstrates experience in grantmaking, administration and/or management of service contracts, fundraising and fund development. Indicates whether there are additional funds, services, or resources that will be leveraged to supplement or augment the work described in the scope of services.	**0 – 20 pts**
3. Service-Related and Subject-Matter Expertise (10 points each) ● Demonstrates expertise in managing and operating culturally relevant programs, especially for African Americans ● Has experience developing and managing multi-sector and interdisciplinary collaborative initiatives, including experience in working with public and/or County agencies	**0 – 20 pts**
4. Data Management and Learning Expertise (7.5 points each) ● Demonstrates expertise in participatory data sense-making and community learning exchanges to foster continuous improvement, community engagement, and nuanced understanding of user experiences. ● Demonstrates the technical capacity to collect and report all required data including service delivery statistics and program implementation and outcome measures	**0 – 15 pts**
5. Team Member Qualifications (5 points each) ● Qualifications, lived experiences, expertise and related projects of staff are sufficient to deliver on the full scope of work. ● Staff areas of specialization and related projects they have worked on that align with this scope of services. ● Description of each team member's role and area of responsibility in the project.	**0 – 15 pts**
6. **Experience with Similar Projects and Place-Based Experience within Contra Costa County (5 points each)** ● Has experience working on similar past projects with collaborative partners. ● Demonstrates an organizational history of and current operations in the local community, especially vulnerable African American communities. ● Describes how the organization plans to address challenges/barriers clients may have in accessing services.	**0 – 15 pts**
Preferential Points for Supplemental Resources • To what extent are matching resources identified to supplement funding that will expand capacity and opportunities for the Federal Glover community Wellness Network? Are there other initiatives or efforts that the organization is or will be implementing that can be leveraged and aligned to amplify or extend the project goals and impact?	**0 – 15 pts**

• Points equaling up to 15% (or 15 points) of the total score possible will be added to the applicant's total score. The addition of these preferential points will make up the applicant's final score.	

D. Contract Negotiation

1. **Evaluation and Negotiation**
   Upon completion of the review of SOQs, the County will notify Respondent(s) if further evaluation and negotiation is necessary. Respondent(s) meeting the minimum score requirement will be invited to interview with the Selection Panel on or around July 13, 2026. The key team members identified in the SOQ should attend the interview. Interviews will be 30-60 minutes. Any delay caused by Respondent's failure to respond to direction from the County may lead to a rejection of the SOQ.

2. **Award of Contract**
   If the County determines after further evaluation and negotiation to award the Contract, and such award has been approved by the Board of Supervisors, a Contract will be sent to the Successful Respondent for signature. No submittal shall be binding upon the County until after the Contract is signed by duly authorized representatives of both Respondent and the County.

3. **Submissions are Public Records**
   California Government Code section 7920.000 et seq., the Public Records Act, defines a public record as any writing containing information relating to the conduct of the public's business prepared, owned, used or retained by any state or local agency regardless of physical form or characteristics. The Public Records Act provides that public records shall be disclosed upon request and that any person has a right to inspect any public record, unless the document is exempted from disclosure.

   Unless otherwise compelled by a court order, the County will not disclose any submission while the County conducts its deliberative process in accordance with the procedures identified in this RFQ. However, after the County either awards a contract to a Successful Respondent, or rejects all submissions, the County will consider each submittal subject to the public disclosure requirements of the California Public Records Act. Each Respondent is hereby informed that, upon submittal of its complete submission packet to the County in accordance with this RFQ, the complete submission packet becomes the property of Contra Costa County.

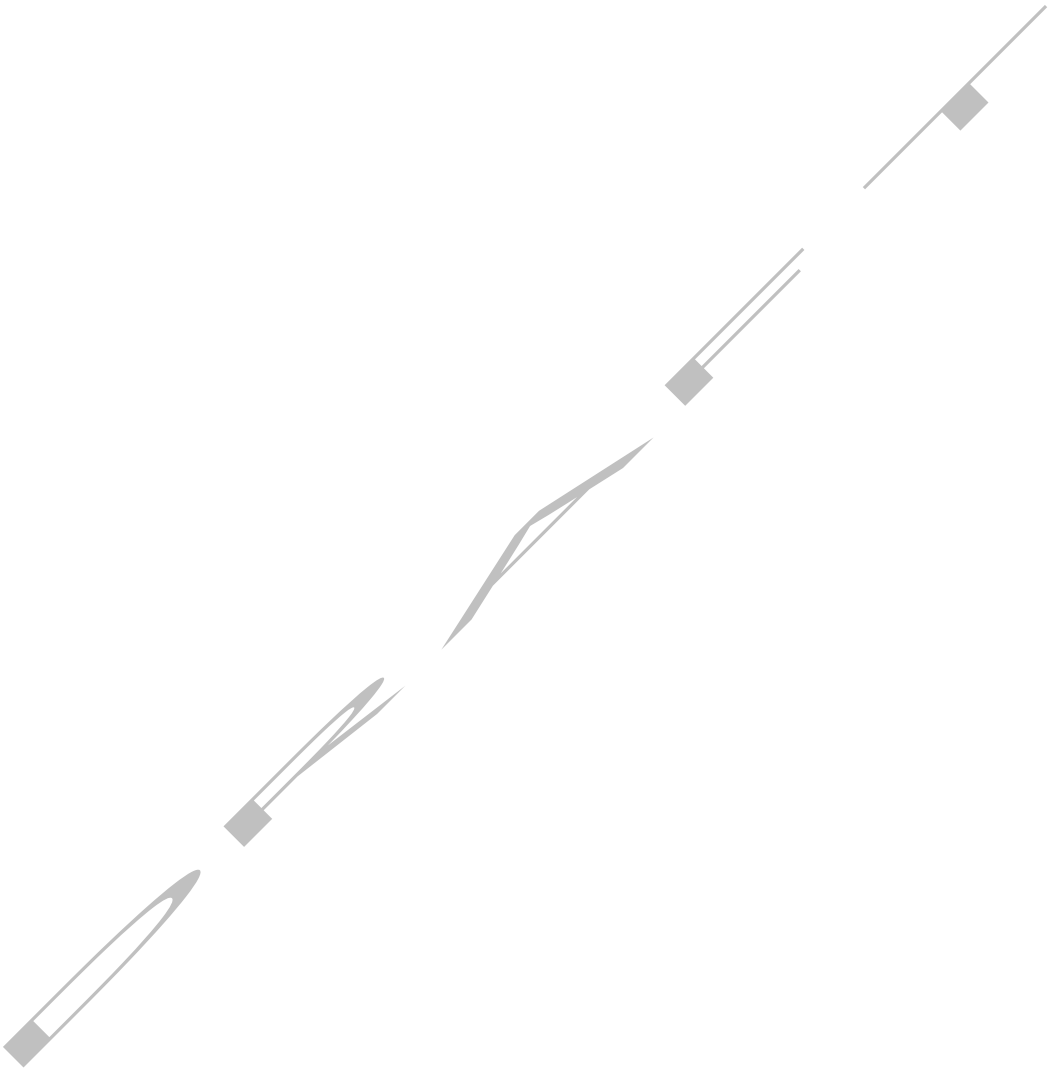
4. **Protest Procedures**
   In the event a dispute arises concerning the RFQ process prior to the award of the contract, the party wishing resolution of the dispute shall submit a protest in writing to the attention of:

   Emlyn Struthers, Senior Deputy County Administrator
   Office of the County Administrator
   Contra Costa County
   1025 Escobar Street, Fourth Floor
   Martinez CA, 94553

   Protests must be submitted no later than 12:00 P.M. on September 15, 2026 for Phase One and by 12:00 P.M. on November 6, 2026 for Phase Two. Notification of a final decision on the protest shall

be made in writing to the Respondent within ten (10) days, and the decision shall be final and not subject to further review. When submitting an appeal, the appellant must clearly state the action appealed, the harm to the appellant, and the remedy sought. Protests shall be limited to the following technical grounds:

- Failure of the County to follow the review and selection procedures and adhere to requirements specified in the RFQ or any addenda or amendments to the RFQ.
- There has been a violation of conflict of interest as provided by California Government Code Section 87100 et seq.
- There has been a violation of State or Federal law.



V. Other Procedures and Instructions

A. Optional Virtual Bidders' Information Session

Potential applicants are encouraged to attend a virtual Bidders' Information Session on July 1, 2026 at 1 pm which will be held online via Zoom. Please register in advance for this meeting:

https://cccounty-us.zoom.us/meeting/register/PtHZtnyTR1moiG-oK04RjA

After registering, you will receive a confirmation email containing information about joining the meeting.

At the Bidders' Information Session, staff will review the RFQ instructions, provide grant information and general technical assistance on the submission requirements.

B. How to Submit Questions

All questions regarding the proposal will be accepted through the BidNet Direct site only. The deadline for submitting questions for this RFQ is on or before **July 8, 2026, no later than 3 pm.** All questions will be answered and disseminated to those registered on the BidNet Direct website. Contact customer service if you need technical assistance with any part of the bid process at: support@bidnet.com or call (800) 835-460
.

C. Submissions are Public Records

California Government Code Section 6250, the Public Records Act, defines a public record as any writing containing information relating to the conduct of the public's business prepared, owned, used or retained by any state or local agency regardless of physical form or characteristics. The Public Records Act provides that public records shall be disclosed upon request and that any person has a right to inspect any public record, unless the document is exempted from disclosure.

Unless otherwise compelled by a court order, the County will not disclose any submissions while the County conducts its deliberative process in accordance with the procedures identified in this RFQ. However, after the County either awards a contract to a successful Applicant, or rejects all submissions, the County will consider each submittal subject to the public disclosure requirements of the California Public Records Act. Each Applicant is hereby informed that, upon submittal of its application to the County in accordance with this RFQ, the application becomes the property of Contra Costa County.

D. Contract Information and Requirements

Contract Period

Any agreement awarded as a result of this RFQ will include the County's General Conditions, included as Attachment A. The initial term of any agreement awarded as a result of this RFQ will be for one year, with up to two (2) annual renewals, subject to Board of Supervisors' approval. Each year's funding is contingent on successful progress and met deliverables. Nothing in this RFQ, and nothing in an agreement awarded as a

result of this RFQ, commits the County to contract with the Successful Respondent for any particular length of time.

All other factors being substantially equal, preference will be given to Respondent(s) located within Contra Costa County. For purposes of this RFQ, a Respondent is located in Contra Costa County if its principal place of business has been located in Contra Costa County for at least six (6) months immediately prior to the issuance of this RFQ.

Contract Monitoring and Evaluation

On behalf of the County, ORESJ will actively monitor all services provided through the contract that results from this RFQ process. This monitoring will determine if the Successful Respondent is performing as intended or if good cause exists to terminate the contract prior to the end of the contract term.

At a minimum, Successful Respondent will be expected to:

i. Perform all services without material deviation from an agreed-upon Service Plan;
ii. Complete annual summary progress reports for the County;
iii. Maintain adequate records of service provision to document compliance with Service Plan and complete any forms provided by the County; and
iv. Cooperate with the collection of other fiscal/administrative/service data as requested by the County.

The County will:

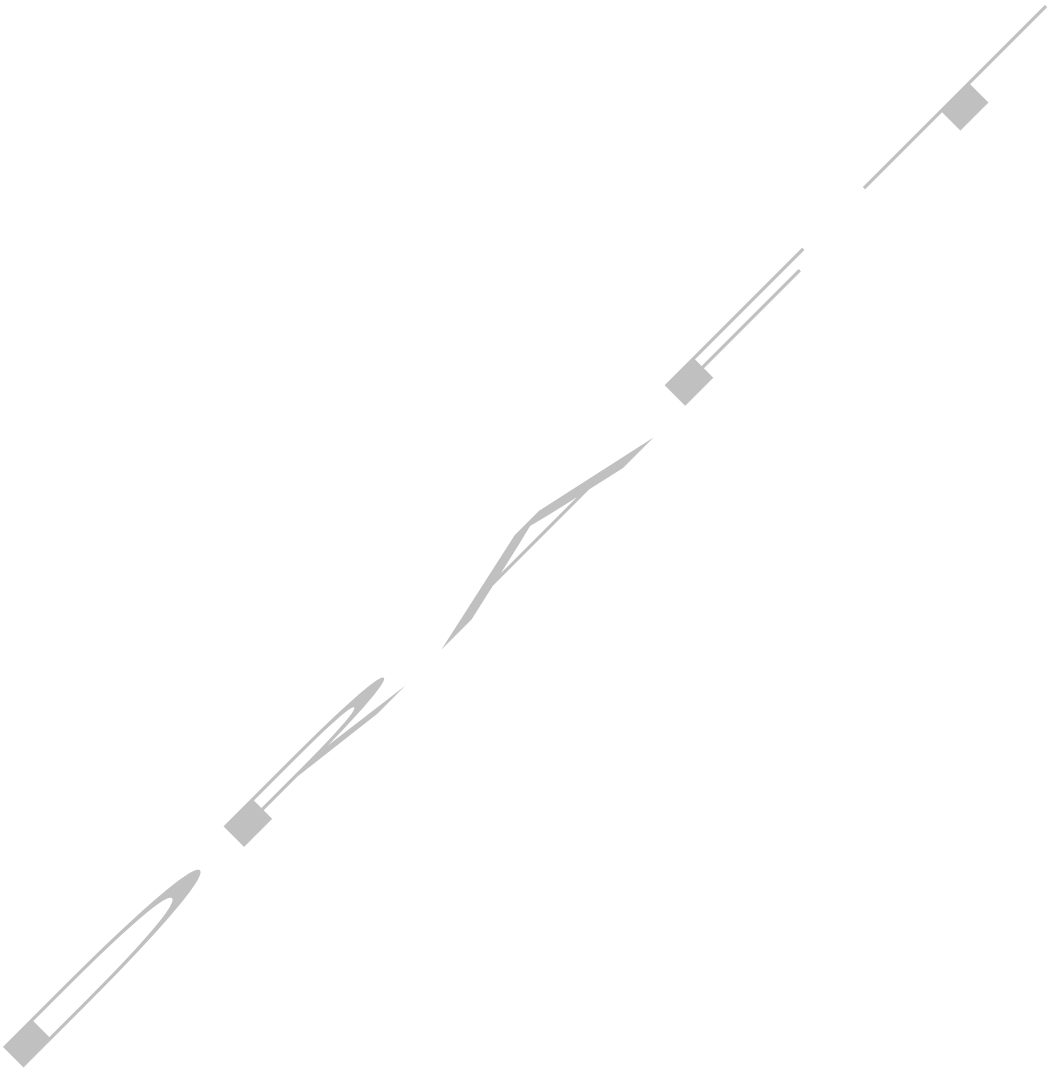
i. Negotiate a service contract that identifies specific performance outputs and/or outcomes to be achieved during the contract term;
ii. Review contract at least once per year within the contract period to ensure compliance with output/outcome requirements, document any non-compliance, and establish a Corrective Action Plan as needed;
iii. Be part of the monitoring of subcontracts written by and entered into by the Successful Respondent that utilizes funds awarded under this solicitation; and
iv. Provide information to Successful Respondent concerning additional State or County data requirements not provided here or in the resulting contract.

Contract Management Responsibilities

The Successful Respondent's Contract Manager shall also be responsible for all matters related to personnel and performance including but not limited to:

i. Supervising, reviewing, monitoring, and directing the firm's personnel, and managing subconsultants.
ii. Assigning qualified personnel to complete the requested services.
iii. Administering personnel actions for firm's personnel and ensuring appropriate actions taken for subconsultant personnel.
iv. Maintaining organized project files for record tracking and auditing.
v. Developing, organizing, facilitating, and attending scheduled coordination meetings.
vi. Implementing and maintaining quality control procedures to manage conflicts, ensure product accuracy, and identify critical reviews and milestones.
vii. Reviewing invoices for accuracy and completion before billing to County.
viii. Providing invoices in a timely manner and providing monthly contract expenditures.
ix. Managing overall budget for contract and provide report to the County Contract Manager
x. Ensuring compliance with the provisions of the contract and all specific Task Order requirements.

xi. Ensuring the health and safety of personnel working in a hazardous environment in accordance with all applicable Federal, State, and Local regulations as applicable.



VI. Bidder Forms

Form #1: Bidder's Statement of Capacity

Organization Information

Name of Applicant Organization(s)	Click or tap here to enter text.
Business Address	Click or tap here to enter text.
Contact Person & Title *Individual must be authorized to sign this application and any contract with the County that may result.	Click or tap here to enter text.
Business Phone Number	Click or tap here to enter text.
Email Address	Click or tap here to enter text.
Year Organization Founded	Click or tap here to enter text.
Current Business Status	☐Non-Profit Corporation _____ ☐Corporation o State of Incorporation: _____ ☐General Partnership ☐Limited Partnership ☐Sole Proprietorship ☐Other (explain): _____

Exemption Expiration Date	Click or tap to enter a date.
Federal Tax ID #	Click or tap here to enter text.

Key Personnel

List the names and titles of up to three key personnel who would be assigned to the Contract.

Name, Title	Click or tap here to enter text.
Name, Title	Click or tap here to enter text.
Name, Title	Click or tap here to enter text.

Business Operations and Experience

Number of years bidder operated under the present business name:	Click or tap here to enter text.
List related prior business names, if any and time frame for each:	Click or tap here to enter text.
Number of years bidder has provided the services described in this RFQ:	Click or tap here to enter text.

Legal Authorizations

Is your firm authorized to do business in the State of California?

☐Yes
☐No

Is your firm a State of California registered small business?

☐Yes
☐No

Description of Business Type (Check all that apply):

☐ ***Small Business Enterprise (SBE)*** – independently owned and operated; cannot be dominant in its field of operation; must have its principal office located in California; must have its owners (or officers in the case of a corporation) domiciled in California; **AND** together with affiliates, be either: a business with 100 or fewer employees, an an average annual gross receipts of $15 million or less over the previous three tax years, or a manufacturer with 100 or fewer employees.

☐ ***Minority Business Enterprise (MBE)*** **- at least 51% owned and managed on a daily basis by one or more minorities who are citizens or lawful permanent residents of the United States and member(s) of a recognized ethnic or racial group** AND **its home office is located in the United States.**

☐ ***Women Business Enterprise (WBE)*** **- at least 51% owned and managed on a daily business by one or more women who are citizens or lawful permanent residents of the United States** AND **its home office is located in the United States.**

☐ ***Disadvantaged Business (DBE)*** - at least 51% owned and managed on a daily business by socially- and economically-disadvantaged individuals (pursuant to Section 3 of the Small Business Act). DBE certifications are used only for state- or federally-funded projects that have DBE goals or requirements. - at least 51% owned and managed on a daily business by socially- and economically-disadvantaged individuals (pursuant to Section 3 of the Small Business Act). DBE certifications are used only for state- or federally-funded projects that have DBE goals or requirements.

☐ ***Disabled Veteran Business Enterprise (DVBE)*** - at least 51% owned and managed on a daily basis by one or more veterans of the military, naval, or air service of the United States with a service-connected disability of at least 10 percent, and who is also a resident of California; AND a sole proprietorship corporation or partnership with its home office located inthe United States that is not a subsidiary of a foreign firm.

☐ ***Local Business Enterprise (LBE)*** - **principal place of business is located within the boundaries of Contra Costa County.**

Fiscal Oversight

Provide the name and contact information of the person that administers your agency's fiscal system.

Name	Click or tap here to enter text.	Title	Click or tap here to enter text.
Email	Click or tap here to enter text.	Phone	Click or tap here to enter text.

Provide the name, address, and contact information for the CPA firm that maintains the agency's financial records and annual audit.

CPA/Firm	Click or tap here to enter text.
Address	Click or tap here to enter text.
Email	Click or tap here to enter text.

Phone	Click or tap here to enter text.

Describe organization's accounting system and internal controls:	Click or tap here to enter text.
Describe fiscal policies and procedures.	Click or tap here to enter text.
Include descriptions of the following as appropriate: timekeeping system, payroll system, inventory system, cost allocation plan and the methodology used to prorate common operating costs. Explain the ledger system used for receivables, payables, expenses, disbursements, petty cash.	Click or tap here to enter text.

Note: *If advanced to Phase Two, Bidder will be asked to submit additional financial documents to demonstrate fiscal capacity.*

Legal Issues / Conflicts

Is there any past, present, or pending litigation in connection with contracts for services involving the bidder or any principal officer of the agency?

☐Yes
☐No

If yes, briefly explain below:

Click or tap here to enter text.

Has your company filed any written declaration for bankruptcy protection, a potential merger or acquisition, office closure, pending lawsuits, financial loss that might affect your ability to perform under the Contract?

☐Yes
☐No

If yes, briefly explain below:

Click or tap here to enter text.

Does the bidder have commitments or potential commitments that may impact assets, lines of credit, or otherwise affect agency's ability to fulfill this RFQ?

☐Yes
☐No

If yes, briefly explain below:

Click or tap here to enter text.

Have you, or your agency failed or refused to complete a contract?

☐Yes
☐No

If yes, briefly explain below:

Click or tap here to enter text.

Final Declarations

Do you and your agency agree to provide additional information as required by the County to make an informed determination of qualifications?

☐Yes
☐No

By signing Form #1: Bidder's Statement of Capacity, you are certifying that all information provided on this form and contained within your proposal are true, and you acknowledge that if the proposal contains any false statements, the County may declare any contract or agreement made as a result of the proposal to be void. Additionally, you declare that if the Office of Racial Equity and Social Justice accepts this proposal, you will enter into a standard contract with Contra Costa County to provide all work specified herein as proposed or in accordance with modifications required by Contra Costa County. Funds obtained through this contract will not be used for other programs operated by the Successful Respondent unless stipulated within the proposal and accepted by the County.

Name	Click or tap here to enter text.	Title	Click or tap here to enter text.
Signature		Date	Click or tap to enter a date.

Form #2: Bidder's Contracts & References

Provide information regarding the organization's current and prior projects conducted under grant or contract, including all government contracts/grants. Note: When more than one agency collaborates in providing services(s), each agency involved must complete this form.

Current Contracts / Grants

List up to 3 agencies that you are currently working with under contract or grant agreement.

Name of Project	Click or tap here to enter text.
Services Provided	Click or tap here to enter text.
Funder/Agency	Click or tap here to enter text.
Contact/Reference	Click or tap here to enter text.
Contact Email	Click or tap here to enter text.
Contact Phone	Click or tap here to enter text.
Contract Dates	Click or tap here to enter text.
Contract Amount	Click or tap here to enter text.

Name of Project	Click or tap here to enter text.
Services Provided	Click or tap here to enter text.
Funder/Agency	Click or tap here to enter text.
Contact/Reference	Click or tap here to enter text.
Contact Email	Click or tap here to enter text.
Contact Phone	Click or tap here to enter text.
Contract Dates	Click or tap here to enter text.
Contract Amount	Click or tap here to enter text.

Name of Project	Click or tap here to enter text.
Services Provided	Click or tap here to enter text.
Funder/Agency	Click or tap here to enter text.
Contact/Reference	Click or tap here to enter text.
Contact Email	Click or tap here to enter text.
Contact Phone	Click or tap here to enter text.
Contract Dates	Click or tap here to enter text.
Contract Amount	Click or tap here to enter text.

Prior Contracts / Grants (completed in the last five years)

List up to 3 agencies that you previously worked with under contract or grant agreement.

Name of Project	Click or tap here to enter text.
Services Provided	Click or tap here to enter text.
Funder/Agency	Click or tap here to enter text.
Contact/Reference	Click or tap here to enter text.
Contact Email	Click or tap here to enter text.
Contact Phone	Click or tap here to enter text.
Contract Dates	Click or tap here to enter text.
Contract Amount	Click or tap here to enter text.

Name of Project	Click or tap here to enter text.
Services Provided	Click or tap here to enter text.
Funder/Agency	Click or tap here to enter text.
Contact/Reference	Click or tap here to enter text.
Contact Email	Click or tap here to enter text.
Contact Phone	Click or tap here to enter text.
Contract Dates	Click or tap here to enter text.
Contract Amount	Click or tap here to enter text.

Name of Project	Click or tap here to enter text.
Services Provided	Click or tap here to enter text.
Funder/Agency	Click or tap here to enter text.
Contact/Reference	Click or tap here to enter text.
Contact Email	Click or tap here to enter text.
Contact Phone	Click or tap here to enter text.
Contract Dates	Click or tap here to enter text.
Contract Amount	Click or tap here to enter text.

Bidder attests, under penalty of perjury, that all information provided herein is complete and accurate. Bidder agrees to provide to County other information the County may request as necessary for an accurate determination of bidder's qualifications to perform proposed services. Respondent agrees to allow County to contact agencies listed above for information relative to Respondent's performance.

Name	Click or tap here to enter text.	Title	Click or tap to enter a date.
Signature		Date	Click or tap to enter a date.

Form #3: Anti-Collusion Statement

By signing this form, the bidder agrees that this submittal is made without any other understanding, agreement, or connection with any person, corporation, or firm submitting a statement of qualifications quote for the same purpose and that the quote is in all respects fair and without collusion or fraud,
It is agreed by the undersigned bidder, that the signing and delivery of the proposal represents the bidder's acceptance of the terms and conditions of the forgoing specifications and provisions, and if awarded, this contract will represent the agreement between the bidder and the county.

ORGANIZATION NAME	Click or tap here to enter text.
CONTACT NAME	Click or tap here to enter text.
TITLE	Click or tap here to enter text.
ADDRESS	Click or tap here to enter text.
EMAIL	Click or tap here to enter text.
TELEPHONE	Click or tap here to enter text.
SIGNATURE	
DATE	Click or tap to enter a date.

Form #4: Addenda Acknowledgement

TO BE RETURNED WITH STATEMENT OF QUALIFICATIONS SUBMISSION

RFQ No.: 0038 ***Title:*** Lead Entity for the Coordination and Development of the Federal D. Glover Community Wellness Network

ADDENDUM ACKNOWLEDGEMENT (Please initial for addendums received)

Addendum #1: _____ Addendum #3: _____

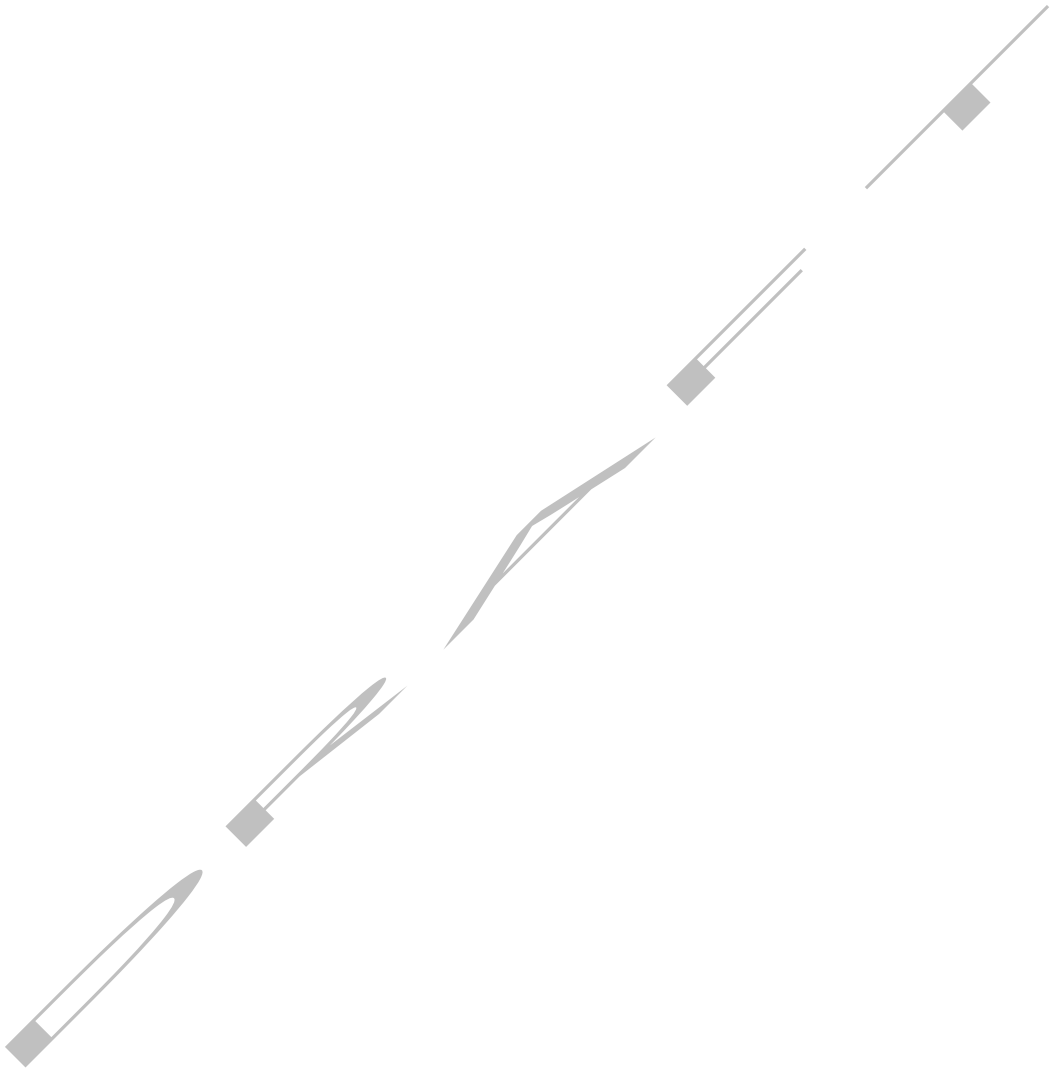
Addendum #2: _____ Addendum #4: _____

ORGANIZATION NAME	Click or tap here to enter text.
CONTACT NAME	Click or tap here to enter text.
TITLE	Click or tap here to enter text.
ADDRESS	Click or tap here to enter text.
EMAIL	Click or tap here to enter text.
TELEPHONE	Click or tap here to enter text.
SIGNATURE	
DATE	Click or tap here to enter text.

Attachment A: General Conditions for Contra Costa County Purchase of Service contracts

Attachment B: Fiscal Questionnaire (as attachment for applicants to see ahead of time)

Attachment C: Priority Census Tracts and Neighborhood Profiles



Attachment A: Contra Costa County General Conditions for Service Contracts

1. **Compliance with Law**. Contractor is subject to and must comply with all applicable federal, state, and local laws and regulations with respect to its performance under this Contract, including but not limited to, licensing, employment, and purchasing practices; and wages, hours, and conditions of employment, including nondiscrimination.

2. **Inspection**. Contractor's performance, place of business, and records pertaining to this Contract are subject to monitoring, inspection, review and audit by authorized representatives of the County, the State of California, and the United States Government.

3. **Records**. Contractor must keep and make available for inspection and copying by authorized representatives of the County, the State of California, and the United States Government, the Contractor's regular business records and such additional records pertaining to this Contract as may be required by the County.

   a. **Retention of Records**. Contractor must retain all documents pertaining to this Contract for five years from the date of submission of Contractor's final payment demand or final Cost Report; for any further period that is required by law; and until all federal/state audits are complete and exceptions resolved for this Contract's funding period. Upon request, Contractor must make these records available to authorized representatives of the County, the State of California, and the United States Government.

   b. **Access to Books and Records of Contractor, Subcontractor**. Pursuant to Section 1861(v)(1) of the Social Security Act, and any regulations promulgated thereunder, Contractor must, upon written request and until the expiration of five years after the furnishing of services pursuant to this Contract, make available to the County, the Secretary of Health and Human Services, or the Comptroller General, or any of their duly authorized representatives, this Contract and books, documents, and records of Contractor necessary to certify the nature and extent of all costs and charges hereunder. Further, if Contractor carries out any of the duties of this Contract through a subcontract with a value or cost of$10,000 or more over a twelve-month period, such subcontract must contain a clause to the effect that upon written request and until the expiration of five years after the furnishing of services pursuant to such subcontract, the subcontractor must make available to the County, the Secretary, the Comptroller General, or any of their duly authorized representatives, the subcontract and books, documents, and records of the subcontractor necessary to verify the nature and extent of all costs and charges thereunder.

      This provision is in addition to any and all other terms regarding the maintenance or retention of records under this Contract and is binding on the heirs, successors, assigns and representatives of Contractor.

4. **Reporting Requirements**. Pursuant to Government Code Section 7550, Contractor must include in all documents and written reports completed and submitted to County in accordance with this Contract, a separate section listing the numbers and dollar amounts of all contracts and subcontracts relating to the preparation of each such document or written report. This section applies only if the Payment Limit of this Contract exceeds $5,000.

5. **Termination and Cancellation**.

   a. **Written Notice**. This Contract may be terminated by either party, in its sole discretion, upon thirty-day advance written notice thereof to the other, and may be cancelled immediately by written mutual consent.

   b. **Failure to Perform**. County, upon written notice to Contractor, may immediately terminate this Contract should Contractor fail to perform properly any of its obligations hereunder. In the event of such termination, County may proceed with the work in any reasonable manner it chooses. The cost to County of completing Contractor's performance will be deducted from any sum due Contractor under this Contract, without prejudice to County's rights to recover damages.

   c. **Cessation of Funding**. Notwithstanding any contrary language in Paragraphs 5 and 11, in the event that federal, state, or other non-County funding for this Contract ceases, this Contract is terminated without notice.

6. **Entire Agreement**. This Contract contains all the terms and conditions agreed upon by the parties. Except as expressly provided herein, no other understanding, oral or otherwise, regarding the subject matter of this Contract will be deemed to exist or to bind any of the parties hereto.

7. **Further Specifications for Operating Procedures**. Detailed specifications of operating procedures and budgets required by this Contract, including but not limited to, monitoring, evaluating, auditing, billing, or regulatory changes, may be clarified in a written letter signed by Contractor and the department head, or designee, of the county department on whose behalf this Contract is made. No written clarification prepared pursuant to this Section will operate as an amendment to, or be considered to be a part of, this Contract.

8. **Modifications and Amendments**.

   a. **General Amendments**. In the event that the total Payment Limit of this Contract is less than $200,000 and this Contract was executed by the County's Purchasing Agent, this Contract may be modified or amended by a written document executed by Contractor and the County's Purchasing Agent or the Contra Costa County Board of Supervisors, subject to any required state or federal approval. In the event that the total Payment Limit of this Contract exceeds $200,000 or this Contract was initially approved by the Board of Supervisors, this Contract may be modified or amended only by a written document executed by Contractor and the Contra Costa County Board of Supervisors or, after Board approval, by its designee, subject to any required state or federal approval.

   b. **Minor Amendments**. The Payment Provisions and the Service Plan may be amended by a written administrative amendment executed by Contractor and the County Administrator (or designee), subject to any required state or federal approval, provided that such administrative amendment may not increase the Payment Limit of this Contract or reduce the services Contractor is obligated to provide pursuant to this Contract.

9. **Disputes**. Disagreements between County and Contractor concerning the meaning, requirements, or performance of this Contract shall be subject to final written determination by the head of the county department for which this Contract is made, or his designee, or in accordance with the applicable

procedures (if any) required by the state or federal government.

10. **Choice of Law and Personal Jurisdiction**.

    a. This Contract is made in Contra Costa County and is governed by, and must be construed in accordance with, the laws of the State of California.

    b. Any action relating to this Contract must be instituted and prosecuted in the courts of Contra Costa County, State of California.

11. **Conformance with Federal and State Regulations and Laws**. Should federal or state regulations or laws touching upon the subject of this Contract be adopted or revised during the term hereof, this Contract will be deemed amended to assure conformance with such federal or state requirements.

12. **No Waiver by County**. Subject to Paragraph 9. (Disputes) of these General Conditions, inspections or approvals, or statements by any officer, agent or employee of County indicating Contractor's performance or any part thereof complies with the requirements of this Contract, or acceptance of the whole or any part of said performance, or payments therefor, or any combination of these acts, do not relieve Contractor's obligation to fulfill this Contract as prescribed; nor is the County thereby prevented from bringing any action for damages or enforcement arising from any failure to comply with any of the terms and conditions of this Contract.

13. **Subcontract and Assignment**. This Contract binds the heirs, successors, assigns and representatives of Contractor. Prior written consent of the County Administrator or his designee, subject to any required state or federal approval, is required before the Contractor may enter into subcontracts for any work contemplated under this Contract, or before the Contractor may assign this Contract or monies due or to become due, by operation of law or otherwise.

14. **Independent Contractor Status**. The parties intend that Contractor, in performing the services specified herein, is acting as an independent contractor and that Contractor will control the work and the manner in which it is performed. This Contract is not to be construed to create the relationship between the parties, or between County and any Contractor employee, of agent, servant, employee, partnership, joint venture, or association. Neither Contractor, nor any of its employees, is a County employee. This Contract does not give Contractor, or any of its employees, any right to participate in any pension plan, workers' compensation plan, insurance, bonus, or similar benefits County provides to its employees. In the event that County exercises its right to terminate this Contract, Contractor expressly agrees that it will have no recourse or right of appeal under any rules, regulations, ordinances, or laws applicable to employees.

15. **Conflicts of Interest**. Contractor 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. Contractor further covenants that in the performance of this Contract, no person having any such interests will be employed by Contractor. If requested to do so by County, Contractor will complete a "Statement of Economic Interest" form and file it with County and will require any other person doing work under this Contract to complete a "Statement of Economic Interest" form and file it with County. Contractor covenants that Contractor, its employees and officials, are not now employed by County and

have not been so employed by County within twelve months immediately preceding this Contract; or, if so employed, did not then and do not now occupy a position that would create a conflict of interest under Government Code section 1090. In addition to any indemnity provided by Contractor in this Contract, Contractor will indemnify, defend, and hold the County harmless from any and all claims, investigations, liabilities, or damages resulting from or related to any and all alleged conflicts of interest. Contractor warrants that it has not provided, attempted to provide, or offered to provide any money, gift, gratuity, thing of value, or compensation of any kind to obtain this Contract.

16. **Confidentiality**. To the extent allowed under the California Public Records Act, Contractor agrees to comply and to require its officers, partners, associates, agents and employees to comply with all applicable state or federal statutes or regulations respecting confidentiality, including but not limited to, the identity of persons served under this Contract, their records, or services provided them, and assures that no person will publish or disclose or permit or cause to be published or disclosed, any list of persons receiving services, except as may be required in the administration of such service. Contractor agrees to inform all employees, agents and partners of the above provisions, and that any person knowingly and intentionally disclosing such information other than as authorized by law may be guilty of a misdemeanor.

17. **Nondiscriminatory Services**. Contractor agrees that all goods and services under this Contract will be available to all qualified persons regardless of age, gender, race, religion, color, national origin, ethnic background, disability, or sexual orientation, and that none will be used, in whole or in part, for religious worship.

18. **Indemnification**. Contractor will defend, indemnify, save, and hold harmless County and its officers and employees from any and all claims, demands, losses, costs, expenses, and liabilities for any damages, fines, sickness, death, or injury to person(s) or property, including any and all administrative fines, penalties or costs imposed as a result of an administrative or quasi-judicial proceeding, arising directly or indirectly from or connected with the services provided hereunder that are caused, or claimed or alleged to be caused, in whole or in part, by the negligence or willful misconduct of Contractor, its officers, employees, agents, contractors, subcontractors, or any persons under its direction or control. If requested by County, Contractor will defend any such suits at its sole cost and expense. If County elects to provide its own defense, Contractor will reimburse County for any expenditures, including reasonable attorney's fees and costs. Contractor's obligations under this section exist regardless of concurrent negligence or willful misconduct on the part of the County or any other person; provided, however, that Contractor is not required to indemnify County for the proportion of liability a court determines is attributable to the sole negligence or willful misconduct of the County, its officers and employees. This provision will survive the expiration or termination of this Contract.

19. **Insurance**. During the entire term of this Contract and any extension or modification thereof, Contractor shall keep in effect insurance policies meeting the following insurance requirements unless otherwise expressed in the Special Conditions:

    a. **Commercial General Liability Insurance.** For all contracts where the total payment limit of the contract is
    $500,000 or less, Contractor will provide commercial general liability insurance, including coverage for business losses and for owned and non-owned automobiles, with a minimum combined single limit coverage of $500,000 for all damages, including consequential damages, due to bodily injury,

sickness or disease, or death to any person or damage to or destruction of property, including the loss of use thereof, arising from each occurrence. Such insurance must be endorsed to include County and its officers and employees as additional insureds as to all services performed by Contractor under this Contract. Said policies must constitute primary insurance as to County, the state and federal governments, and their officers, agents, and employees, so that other insurance policies held by them or their self-insurance program(s) will not be required to contribute to any loss covered under Contractor's insurance policy or policies. Contractor must provide County with a copy of the endorsement making the County an additional insured on all commercial general liability policies as required herein no later than the effective date of this Contract. For all contracts where the total payment limit is greater than $500,000, the aforementioned insurance coverage to be provided by Contractor must have a minimum combined single limit coverage of $1,000,000.

b. **Workers' Compensation**. Contractor must provide workers' compensation insurance coverage for its employees.

c. **Certificate of Insurance**. The Contractor must provide County with (a) certificate(s) of insurance evidencing liability and worker's compensation insurance as required herein no later than the effective date of this Contract. If Contractor should renew the insurance policy(ies) or acquire either a new insurance policy(ies) or amend the coverage afforded through an endorsement to the policy at any time during the term of this Contract, then Contractor must provide (a) current certificate(s) of insurance.

d. **Additional Insurance Provisions.** No later than five days after Contractor's receipt of: (i) a notice of cancellation, a notice of an intention to cancel, or a notice of a lapse in any of Contractor's insurance coverage required by this Contract; or (ii) a notice of a material change to Contractor's insurance coverage required by this Contract, Contractor will provide Department a copy of such notice of cancellation, notice of intention to cancel, notice of lapse of coverage, or notice of material change. Contractor's failure to provide Department the notice as required by the preceding sentence is a default under this Contract

20. **Notices**. All notices provided for by this Contract must be in writing and may be delivered by deposit in the United States mail, postage prepaid. Notices to County must be addressed to the head of the county department for which this Contract is made. Notices to Contractor must be addressed to the Contractor's address designated herein. The effective date of notice is the date of deposit in the mails or of other delivery, except that the effective date of notice to County is the date of receipt by the head of the county department for which this Contract is made.

21. **Primacy of General Conditions**. In the event of a conflict between the General Conditions and the Special Conditions, the General Conditions govern unless the Special Conditions or Service Plan expressly provide otherwise.

22. **Nonrenewal**. Contractor understands and agrees that there is no representation, implication, or understanding that the services provided by Contractor under this Contract will be purchased by County under a new contract following expiration or termination of this Contract, and Contractor waives all rights or claims to notice or hearing respecting any failure to continue purchasing all or any such services from Contractor.

23. **Possessory Interest**. If this Contract results in Contractor having possession of, claim or right to the possession of land or improvements, but does not vest ownership of the land or improvements in the same person, or if this Contract results in the placement of taxable improvements on tax exempt land (Revenue & Taxation Code Section 107), such interest or improvements may represent a possessory interest subject to property tax, and Contractor may be subject to the payment of property taxes levied on such interest. Contractor agrees that this provision complies with the notice requirements of Revenue & Taxation Code Section 107.6, and waives all rights to further notice or to damages under that or any comparable statute.

24. **No Third-Party Beneficiaries**. Nothing in this Contract may be construed to create, and the parties do not intend to create, any rights in third parties.

25. **Copyrights, Rights in Data, and Works Made for Hire**. Contractor will not publish or transfer any materials produced or resulting from activities supported by this Contract without the express written consent of the County Administrator. All reports, original drawings, graphics, plans, studies and other data and documents, in whatever form or format, assembled or prepared by Contactor or Contractor's subcontractors, consultants, and other agents in connection with this Contract are "works made for hire" (as defined in the Copyright Act, 17 U.S.C. Section 101 et seq., as amended) for County, and Contractor unconditionally and irrevocably transfers and assigns to Agency all right, title, and interest, including all copyrights and other intellectual property rights, in or to the works made for hire. Unless required by law, Contractor shall not publish, transfer, discuss, or disclose any of the above-described works made for hire or any information gathered, discovered, or generated in any way through this Agreement, without County's prior express written consent. If any of the works made for hire is subject to copyright protection, County reserves the right to copyright such works and Contractor agrees not to copyright such works. If any works made for hire are copyrighted, County reserves a royalty-free, irrevocable license to reproduce, publish, and use the works made for hire, in whole or in part, without restriction or limitation, and to authorize others to do so.

26. **Endorsements**. In its capacity as a contractor with Contra Costa County, Contractor will not publicly endorse or oppose the use of any particular brand name or commercial product without the prior written approval of the Board of Supervisors. In its County-contractor capacity, Contractor will not publicly attribute qualities or lack of qualities to a particular brand name or commercial product in the absence of a well-established and widely accepted scientific basis for such claims or without the prior written approval of the Board of Supervisors. In its County-contractor capacity, Contractor will not participate or appear in any commercially produced advertisements designed to promote a particular brand name or commercial product, even if Contractor is not publicly endorsing a product, as long as the Contractor's presence in the advertisement can reasonably be interpreted as an endorsement of the product by or on behalf of Contra Costa County. Notwithstanding the foregoing, Contractor may express its views on products to other contractors, the Board of Supervisors, County officers, or others who may be authorized by the Board of Supervisors or by law to receive such views.

27. **Required Audit.**

    a. If Contractor expends $750,000 or more in federal grant funds in any fiscal year from any source, Contractor must provide to County, at Contractor's expense, an audit conforming to the requirements set forth in the most current version of Code of Federal Regulations, Title 2, Part 200, Subpart F.

b. If Contractor expends less than $750,000 in federal grant funds in any fiscal year from any source, but the grant imposes specific audit requirements, Contractor must provide County with an audit conforming to those requirements.
c. If Contractor expends less than $750,000 in federal grant funds in any fiscal year from any source, Contractor is exempt from federal audit requirements for that year except as required by Code of Federal Regulations, Title 2, Part 200, Subpart F. Contractor shall make its records available for, and an audit may be required by, appropriate officials of the federal awarding agency, the General Accounting Office , the pass-through entity and/or the County. If an audit is required, Contractor must provide County with the audit.

d. With respect to the audits specified in sections (a), (b) and (c) above, Contractor is solely responsible for arranging for the conduct of the audit, and for its cost. County may withhold the estimated cost of the audit or 10 percent of the contract amount, whichever is greater, or the final payment, from Contractor until County receives the audit from Contractor.

28. **Authorization**. Contractor, or the representative(s) signing this Contract on behalf of Contractor, represents and warrants that it has full power and authority to enter into this Contract and to perform the obligations set forth herein.

29. **No Implied Waiver**. The waiver by County of any breach of any term or provision of this Contract will not be deemed to be a waiver of such term or provision or of any subsequent breach of the same or any other term or provision contained herein.

Attachment B: Fiscal Questionnaire

[This document will be completed prior to contract with applicant selected as Lead Entity and is presented here for informational purposes.]

FISCAL AGENT CONTRACTOR - FISCAL & COMPLIANCE SELF-ASSESSMENT QUESTIONNAIRE	

SIGNATURES	
Organization Representative Signature & Title	

Department Signature & Title	**Date Received**

Fiscal Agent's Administrative Requirements

Fiscal Agents are entities that, on behalf of Contra Costa County, manage all contracts or grants, pay contractors, and perform administrative and monitoring tasks necessary to manage the program described in the contract service plan. The Fiscal Agent is responsible for ensuring that Contra Costa County funds are utilized to carry out a Contra Costa County program. The Administrative requirements and cost principles that apply to the County of Contra Costa also apply to awards made to community based agencies or other contractors. The purpose of this checklist is to ensure that Fiscal Agents are aware of the requirements, have provided the necessary documents and reports to the County of Contra Costa.

FISCAL REVIEW

Standards	Guidance	Comment
1. Financial Systems ☐ **a.** A financial accounting and reporting system is in place ☐ **b.** Documentation regarding any new or modified information systems ☐ c. A Separate bank account with a qualified bank has been established for the deposit of County funds and is being used to track Fiscal Agent responsibilities ☐ d. A document retention policy is in effect	FREQUENCY: INITIAL & WHEN EXCEPTIONS NOTED APPLY Financial management systems must be sufficient to permit the preparation of reports on an accrual basis in accordance with general accepted accounting principles; tracking budget to actual expenditures; and tracing expenditures to a level of detail that is adequate to establish that they have been used in accordance with requirements. Documents should be provided with initial assessment. Unless there is a prior year audit finding in this category, or there is a change in policy or procedure, it does not need to be reviewed again during a Self-Assessment.	

FISCAL REVIEW

Standards	Guidance	Comment
2. Budget ☐ **a.** Current (fiscal or calendar year) ☐ **b.** Shows income and expense by program ☐ **c.** Shows allocation of shared and indirect costs by program ☐ **d.** Shows fundraising separate from program expense ☐ **e.** Clearly identifies all revenue sources ☐ **f.** Includes annual cash flow projections	FREQUENCY: ANNUALLY Provide a cash flow projections and the detailed agency-wide budget (not a roll-up budget). Budgets do not need to be by funding source, but income sections should show all revenue sources. Item b. asks that budgets reflect the total revenue and expense for each program, including when one program has multiple funding sources. Budgets only organized by funding source may not meet the standard. Item f. Basic cash flow statement should include opening cash balance, monthly revenue/expense, resulting monthly cash balance, with tracking throughout the fiscal year. Straight-line projections of cash flow are not generally considered reasonable or sufficient.	

3. Audited Financial Statements	FREQUENCY: ANNUALLY
☐ **a.** Completed and complete: all sections and statements included; opinion and other audit letters are signed; sections include: - Opinion Letter - Statement of Financial Position (Balance Sheet) - Statement of Activities (Income Statement) - Statement of Cash Flows - Statement of Functional Expenses - Footnotes ☐ **b.** Unmodified opinion ☐ **c.** No material weaknesses mentioned or going concern stated in the notes to the financial statements ☐ **d.** No current audit findings and/or questioned costs ☐ **e.** Audit completed within six months of the close of the Organization's fiscal year **For Organizations that received a Management Letter**: ☐ **f.** Management letter has been signed by the audit firm ☐ **g.** For any prior year findings, the Organization has provided a reasonable explanation of how the Organization has corrected all the findings	Item b.: An Unmodified Opinion includes wording such as, "In our opinion, the accompanying financial statements present fairly the financial position of ABC agency at the fiscal year ending June 30, 20xx, in conformity with generally accepted accounting principles." Items f. and g.: If the written opinion references a management letter, then provide a copy of it. If no management letter exists, these items are not applicable. If the organization has not completed their audit within six months after year-end, this is noted and flagged for immediate follow-up.

FISCAL REVIEW

Standards	Guidance	Comment
Add comments for this section below.		
Comments for Category 3 – Audited Financial Statements:		
4. Tax Forms ☐ **a.** Federal 990 return filed for most recent tax year or request for extension submitted on time	FREQUENCY: ANNUALLY Form 990 is due on the 15th day of the 5th month following the end of the organization's taxable year. For organizations on a calendar year, the Form 990 is due on May 15th of the following year. The organization may request an automatic three-month extension, without showing cause, by filing Form 8868, *Application for Extension of Time to File an Exempt Organization Return*, by the initial due date for filing Form 990. The organization may request a second three-month extension by filing a second Form 8868 and explaining why it has reasonable cause for needing the additional three months. If the organization filed the extension forms by the deadline, the organization must provide a copy the tax form when filed. If the organization cannot show that it filed the 990 or the Form 8868 by the deadline, item a. is flagged for immediate follow-up.	

5. Fiscal Policies & Procedures ☐ **a.** Upon turnover of executive director and/or fiscal manager, policies and procedures are reviewed within one year of the change, and updated if necessary [if applicable] ☐ **b.** Policies are current (updated within the past two calendar years or to reflect monitoring/audit recommendations) ☐ **c.** Complete (contains policies and procedures related to: - Internal controls (including safeguarding of assets, authorization of transactions, and reconciliation of accounting records) [per Standard 6c.] - Financial reporting [per Standards 6a., 6d., 9a-c.] - Accounts payable [per Standards 7a-c.] - Accounts receivable [per Standards 5d.] - Payroll (including accounting for leave, signature requirements, documentation of salary levels) [per Standards 8e-f., 15c.] - Procurement of goods and services [per 7e-g., 13a-c.] ☐ **d.** Implementation of policies and procedures demonstrates appropriate internal controls, including segregation of duties	FREQUENCY: ANNUALLY Items a-b.: Policies must be reviewed when leadership changes, and should be assessed every two years, even if no changes are necessary. Agencies can meet the standard by creating a version history to show reviews occurred and when policies were last updated. If the agency does not meet the standard, note the date when the Fiscal Policies and Procedures in the comments and it will be flagged for follow-up. Item c.: The documents should address ALL items in the list with sufficient detail to be actionable, and should be specific to the agency, not generic. Cross-reference the manual to the specific standards listed in item c. to ensure actions match written procedures, per item d. Item d.: Actual policies vary based on internal operations. The following are examples of reasonable practices, and will demonstrate whether the agency's policies are reasonable and implemented consistently. - Disbursements are made by pre-numbered checks or through a secure electronic system [provide copy of check register or e-check register] - Expenses are pre-approved [provide sample signed approval forms] - Someone prepares a daily list of all cash and checks immediately upon receipt [provide sample] - Someone performs spot-checks of fiscal practices to test policies are being followed [provide documentation] - Bank statements are opened/reviewed by staff or board member who does not have accounting responsibilities [provide copy of bank statement showing address] - Two people count all cash, and/or unannounced counts of petty cash are made by someone other than the fund custodian [provide copy of signed cash counting forms] - Checks over threshold amount (e.g., $500) are signed by two staff members [provide copies of canceled checks] - Agency follows its own policies and commitment for timely payment of invoices [provide historical accounts payable ageing report] - Agency conducts a biannual equipment inventory	

6. Financial Reports **Balance Sheet (aka Statement of Financial Position):** ☐ **a.** Balance Sheet is current (as of the last three months, at least) ☐ **b.** Working capital ratio is greater than 1 ☐ **c.** Current bank reconciliation (as of the last three months, at least) **Profit and Loss Statement (aka Statement of Activity):** ☐ **d.** P&L Statement is current (as of the last three months, at least) ☐ **e.** Shows year-to-date (YTD) income and expense by program, contract or funding source, including indirect costs ☐ **f.** Year-to-date net income is either a positive number or the Agency provides a sound explanation of how it will be positive by the end of the fiscal year	FREQUENCY: ANNUALLY Organizations only need to supply the most recent YTD Balance Sheet and Profit and Loss Statement. To meet the standards, both should be current (i.e., updated and reconciled within the last three months). Item b. Working Capital = Current Assets / Current Liabilities Divide Current Assets (all assets that could be converted to cash in less than 1 year) by Current Liabilities (all money owed by the agency and due within 1 year). A ratio greater than 1 signals the short-term capacity to pay all current liabilities from current asset sources. This measure shows the capital needed to carry out the day-to-day work and should always be positive. Current Assets = Cash + Cash Equivalents + Accounts Receivable + Inventory + Marketable Securities Current Liabilities = Accounts Payable + Grants Payable + Accrued Salaries + current portion of long-term debt	

FISCAL REVIEW		
Standards	Guidance	Comment
	Item e.: Provide a copy of the chart of accounts (cross checking it in the general ledger) from the agency to better understand the agency's structure and confirm no co-mingling of funds has occurred when reviewing the income and expenses by program or funding source.	

7. Invoices	FREQUENCY: ANNUALLY Item a.: Are the expenditures allowable, allocable, reasonable, and within the period of performance? Are certified payrolls obtained if the provisions of Davis-Bacon apply? Is the required insurance in effect?	
Expenses: ☐ **a.** Expenses on summary progress reports have supporting documentation that aligns with approved program plans. This can include: summary reports on staff on project / pay rate / hours performed; description of services provided and program costs; indirect costs. ☐ **b.** Agency follows its policies for writing checks, credit card use, petty cash use, and/or reimbursement for expenses tested on invoices ☐ **c.** Expenses on invoices are associated with the approved SPO contracts/grants **If invoices include payments to subcontractors:** ☐ **d.** Subcontractor is authorized by contract ☐ **e.** Agency paid its subcontractors' invoices per the schedule established in the subcontracting agreement ☐ **f.** Subcontractor invoices show basis for work billed as performed (units of service, hours, reimbursable costs)		

FISCAL REVIEW		
Standards	Guidance	Comment
8. Payroll ☐ **a.** State (DE 9 and DE 9C) and federal (941) payroll tax returns were filed by the end of the month following the end of the quarter	FREQUENCY: ANNUALLY Unless there were prior year audit findings in these areas, the agency does not need to submit timesheets. However, timesheets may be requested at any point to validate payroll expenses.	

COMPLIANCE REVIEW		
Standards	Guidance	Comments
9. Board Oversight **Fiscal Standards:** ☐ **a.** Minutes show that the Board approved the current agency-	FREQUENCY: ANNUALLY Board minutes should be provided so that both Fiscal and Compliance	

COMPLIANCE REVIEW		
Standards	Guidance	Comments
wide budget within at least three months of the start of the fiscal year ☐ **b.** Minutes show that financial reports are shared with the Board (or finance committee) at least quarterly, or more regularly when financial concerns warrant it ☐ **c.** Minutes show that the Board reviewed the most recent audit within the fiscal year **Compliance Standards:** ☐ **d.** Agency provides documentation showing that board members sign a Conflict of Interest Policy ☐ **e.** Minutes show that if the Executive Director is a member of the Board, s/he does not vote on his or her compensation ☐ **f.** Board conducts a performance review of the Executive Director annually **Board of Directors:** ☐ **g**. Assist with the raising of funds ☐ **h**. Participate in annual giving to agency with either money or in-kind contributions ☐ **i**. Achieve quorum at every meeting ☐ **j**. Board reviews IRS Form 990 (or is distributed to members) ☐ **k**. Bylaws define term limits, quorum, committee structures, and voting/decision-making process	standards can be reviewed. Items a-d. are fiscal, and e-f. are compliance-related. Board minutes may also be used in Category 11. Public Access (below), as needed. Items a-c.: Boards do not need to "approve" the financial reports or audit, but do need to show that they conducted a review. Review by a finance subcommittee is acceptable. If the minutes are not detailed, other supporting documentation should be provided that could indicate such a review. Items d.: Provide a copy of Board Roster to verify membership. If a board member is also a County staff member, elected official, or advisory body member, to meet the standard, the individual should have signed, or there is documentation that s/he agreed to, a Conflict of Interest Policy. The policy may be stand-alone or part of a broader "board manual" or agreement as long as guidelines addressing conflicts of interest for board members are included. It would not be considered a conflict of interest for Paid County employees to participate in discussions regarding Subrecipient Agreements with their affiliated County department, or to vote on them.	

COMPLIANCE REVIEW		
Standards	Guidance	Comments
☐ **l**. Board leadership positions filled ☐ **m**. Board is conducting active recruitment to fill vacancies ☐ **n**. Conflict of Interest policy exists ☐ **o**. Agency has a Board Manual documenting their practices	Items h-o.: Provide the agency with the Governance Review Checklist with the Self-Assessment Letter. The Agency should fill it out and submit them together.	
10. Subcontracts ☐ **a.** Documentation that the Agency regularly monitors fiscal and programmatic performance of subcontractors	FREQUENCY AND REQUIREMENTS: Refer to contract Service Plan.	

Priority Census Tracts and Neighborhood Profiles

Region	Neighborhood / Area	Census Tract(s)	Key Boundaries	Key Landmarks / Assets	Equity Considerations
Antioch	Hillcrest / Auto Center	3071.02	Delta Fair Blvd, Auto Center Dr, Lone Tree Way, Hillcrest Ave	Hillcrest BART, Antioch Auto Center, Sutter Delta Medical Center (nearby)	Transit access present but limited embedded community services
	Central Antioch (Sycamore)	3072.02	Sycamore Dr, G & H Streets, Lone Tree Way, Contra Loma Blvd	Antioch Middle School, Contra Loma Estates	**Lowest HPI (5.3)**, high need and concentrated inequity
	Fairgrounds / South Antioch	3072.05	Lone Tree Way, Auto Center Dr, Hwy 160, A & G Streets	County Fairgrounds, Somersville Towne Center	Retail presence but gaps in health and wellness services

Pittsburg	Central Pittsburg	3050	W. Leland Rd, Railroad Ave, 10th St, Bailey Rd	Pittsburg High School, Adult Education Center	Dense residential area with youth and workforce needs
	Los Medanos Area	3120	E. Leland Rd, Antioch Hwy, Loveridge Rd, Railroad Ave	Los Medanos College, BART, Buchanan Park	Education asset present; opportunity for service integration
Richmond	Iron Triangle	3730	Macdonald Ave, Bissell Ave, Harbour Way, 23rd St	Nevin Center, Richmond BART/Amtrak	Historically disinvested, high density, central transit hub
	North Richmond Core	3750	Gertrude Ave, Chesley Ave, 3rd St, Richmond Pkwy	Community-based hubs, local corridors	Unincorporated area with persistent service gaps
	South Richmond	3650.02	Cutting Blvd, Carlson Blvd, I-80, Potrero Ave	Nicholl Park, historic Doctor's Medical Center site	Loss of hospital infrastructure; major healthcare gap
	North Richmond / Industrial Edge	3760	Richmond Pkwy, Hensley St, Vernon Ave, 3rd St	Urban Tilth Farm, Wastewater Plant	Environmental justice concerns + food access innovation
	Canal / Cutting Corridor	3770	Harbour Way, Cutting Blvd, Canal Blvd, S 2nd St	Ferry access (nearby), industrial zones	Mixed-use area with limited direct services

	Refinery / I-580 Corridor	3790	Richmond Pkwy, Giant Rd, Rumrill Blvd, I-580	Chevron Refinery, Transit Center, Shoreline Park	Environmental burden + infrastructure fragmentation
	Marina Bay / I-580	3810	Marina Bay Pkwy, Cutting Blvd, S 23rd St, I-580	Marina Bay, waterfront access	Proximity to resources, but inequitable access persists

1025 ESCOBAR STREET
MARTINEZ, CA 94553

CONTRA COSTA COUNTY

Staff Report

File #: RES 2026-198 **Agenda Date:** 6/9/2026 **Agenda #:** C.134.

To: **Board of Supervisors**

From: Warren Lai, Public Works Director/Chief Engineer

Report Title: Accepting completion of improvements for subdivision SD09-09278, for a project developed by Century Communities of California, LLC, Discovery Bay area.

☒Recommendation of the County Administrator ☐ Recommendation of Board Committee

RECOMMENDATIONS:
ADOPT Resolution accepting completion of improvements along existing County roads for subdivision SD09-09278, for a project developed by Century Communities of California, LLC, as recommended by the Public Works Director, Discovery Bay area. (District III)

FISCAL IMPACT:
No fiscal impact.

BACKGROUND:
The developer has completed the improvements per the Subdivision Agreement, and in accordance with the Title 9 of the County Ordinance Code.

CONSEQUENCE OF NEGATIVE ACTION:
The completion of improvements will not be accepted.

c: Jocelyn LaRocque-Engineering Services, Alex Vazquez-Engineering Services, Jesse Ma-Engineering Services, Anthony DiSilvestre-Engineering Services, Eric Sanders-Design/Construction, Theresa Shepherd- Design/Construction, Michelle Cordis-Maintenance, Allan Ruyters-Surveys, Chris Halford-Mapping, Rochelle Johnson-Special Districts, Jessi Duffy-Special Districts, Ciara Herrold-Finance, Century Communities of California, LLC, Euler Hermes North America Insurance Company

THE BOARD OF SUPERVISORS OF CONTRA COSTA COUNTY, CALIFORNIA

and for Special Districts, Agencies and Authorities Governed by the Board

IN THE MATTER OF: Accepting completion of improvements along existing County roads for subdivision SD09-09278, for a project developed by Century Communities of California, LLC, as recommended by the Public Works Director, Discovery Bay area. (District III)

WHEREAS, the Public Works Director has notified this Board that the improvements in subdivision SD09-09278 have been completed as provided in the Subdivision Agreement with Century Communities of California, LLC, heretofore approved by this Board in conjunction with the filing of the Subdivision Map.

WHEREAS, these improvements are approximately located near Bixler Road and Newport Drive.

NOW, THEREFORE, BE IT RESOLVED that the improvements have been COMPLETED as of June 9, 2026, thereby establishing the six-month terminal period for the filing of liens in case of action under said Subdivision Agreement:

DATE OF AGREEMENT: May 14, 2024

NAME OF SURETY: Euler Hermes North America Insurance Company

BE IT FURTHER RESOLVED the payment (labor and materials) surety for $2,636,500.00, Bond No. US3003993 issued by the above surety be RETAINED for the six month lien guarantee period until December 9, 2026, at which time the Board AUTHORIZES the release of said surety less the amount of any claims on file.

BE IT FURTHER RESOLVED that Bixler Road and Newport Drive for the hereinafter described public improvements, as shown and dedicated for public use on the Final Map of subdivision SD09-09278 filed May 30, 2024, in Book 557 of final maps at Page 1, Official Records of Contra Costa County, State of California, are ACCEPTED AS COMPLETE

BE IT FURTHER RESOLVED that Astilbe Street, Bluebell Circle, and Clover Street for the hereinafter described private roads, as shown and dedicated for private use on the Final Map of Subdivision SD09-09278 filed May 30, 2024, in Book 557 of final maps at Page 1, Official Records of Contra Costa County, State of California, have been COMPLETED and are NOT ACCEPTED.

BE IT FURTHER RESOLVED that the beginning of the warranty period is hereby established, and the $52,730.00 cash deposit (Auditor's Deposit Permit No. 887934, dated March 26, 2024) made by Century Communities of California, LLC, and the performance-maintenance surety bond rider for $790,950.00, Bond

No. US3003993 issued by Euler Hermes North America Insurance Company RETAINED pursuant to the requirements of Section 94 4.406 of the Ordinance Code until release by this Board.

1025 ESCOBAR STREET
MARTINEZ, CA 94553

CONTRA COSTA COUNTY

Staff Report

File #: RES 2026-199 **Agenda Date:** 6/9/2026 **Agenda #:** C.135.

To: **Board of Supervisors**

From: Warren Lai, Public Works Director/Chief Engineer

Report Title: ADOPT a resolution approving the submission of a claim to the Metropolitan Transportation Commission (MTC) to seek Fiscal Year 2026/2027 Transportation Development Act (TDA) funding

☒Recommendation of the County Administrator ☐ Recommendation of Board Committee

RECOMMENDATIONS:
ADOPT a resolution approving the submission of a claim to the Metropolitan Transportation Commission (MTC) to seek Fiscal Year 2026/2027 Transportation Development Act (TDA) funding in the amount of $1,597,900 for bicycle and pedestrian projects sponsored by the County and the Cities of Antioch, Brentwood, Concord, Danville, Martinez, Oakley, Orinda, Pinole, Pittsburg, Pleasant Hill, San Ramon, Walnut Creek, and DIRECT the Public Works Director, or designee, to forward the claim to the MTC for final approval and final allocation of funding effective July 1, 2026, Countywide.

FISCAL IMPACT:
100% Transportation Development Act, Article 3 Funds.

BACKGROUND:
Article 3 of the TDA, Public Utilities Code (PUC) Section 99200 et seq., authorizes submission of claims to a regional transportation planning agency for the funding of projects exclusively for the benefit and/or use of pedestrians and bicyclists. The MTC, as the regional transportation planning agency for the San Francisco Bay region, has adopted MTC Resolution No. 4108, which delineates procedures and criteria for submission of requests for the allocation of TDA Article 3 funds. Each claimant whose project or projects have been prioritized for inclusion in the Fiscal Year 2026/2027, TDA Article 3 Countywide coordinated claim is required to submit a resolution from its governing body to MTC requesting an allocation of TDA Article 3 funds.

On February 12, 2026, two members of the City-County Engineering Advisory Committee (CCEAC) and two members of the Countywide Bicycle Advisory Committee (CBAC) performed a virtual review of the project applications. At that time, the allocation from the MTC was estimated at $1,597,900. The funding recommendations for those projects were approved by the CCEAC at their April 16, 2026, meeting and subsequently approved by the Contra Costa Mayors' Conference at their May 7, 2026, meeting.

CONSEQUENCE OF NEGATIVE ACTION:
Failure to approve the recommendation and forward the list will eliminate a potential funding source.

THE BOARD OF SUPERVISORS OF CONTRA COSTA COUNTY, CALIFORNIA

and for Special Districts, Agencies and Authorities Governed by the Board

IN THE MATTER OF
approving and authorizing the recommendation of the Public Works Director, or designee, for allocating the Transportation Development Act (TDA), Article 3 funds for bicycle and pedestrian projects for Fiscal Year 2026/2027 and directing the Public Works Director, or designee, to forward the list to the Metropolitan Transportation Commission (MTC) for final approval and allocation of funding effective July 1, 2026, Countywide.

WHEREAS,
Article 3 of the TDA, Public Utilities Codes (PUC) Section 99200 et seq., authorizes the submission of claims to a regional transportation planning agency for the funding of projects exclusively for the benefit and/or use of pedestrians and bicyclists; and,

WHEREAS, MTC Resolution No. 4108 requires that requests from eligible claimants for the allocation of TDA Article 3 funds be submitted as part of a single, countywide coordinated claim, composed of certain required documents; and,

WHEREAS, the Contra Costa County Board of Supervisors has undertaken a process in compliance with MTC Resolution No. 4108 for consideration of project proposals submitted by eligible claimants of TDA Article 3 funds in Contra Costa County, and a prioritized list of projects, included as Attachment A of this Resolution, was developed as a result of this process; and,

WHEREAS, each claimant in Contra Costa County whose project or projects have been prioritized for inclusion in the Fiscal Year 2026/2027 TDA Article 3 countywide coordinated claim has forwarded to the Contra Costa County Board of Supervisors a certified copy of its governing body resolution for submittal to MTC requesting an allocation of TDA Article 3 funds

NOW, THEREFORE, BE IT RESOLVED that the Contra Costa County Board of Supervisors approves the prioritized list of projects included as Attachment A to this resolution; and furthermore, be it RESOLVED that the Contra Costa County Board of Supervisors approves the submittal to MTC, of the Contra Costa County Fiscal Year 2026/2027 TDA Article 3 countywide, coordinated claim, composed of the following required documents: (A) transmittal letter; (B) a certified copy of this resolution, including Attachment A; (C) one copy of the governing body resolution and required attachments, for each claimant whose project or projects are the subject of the coordinated claim; and (D) a description of the process for public and staff review of all proposed projects submitted by eligible claimants for prioritization and inclusion in the countywide, coordinated claim.

ATTACHMENT A

Re: Submittal of Countywide Coordinated Claim to the Metropolitan Transportation Commission for the Allocation of Fiscal Year 2026/2027 TDA Article 3 Pedestrian/Bicycle Project Funds to Claimants in CONTRA COSTA COUNTY.

	Bicycle and Pedestrian Safety Education	TDA Article 3 Amount	Total Project Cost
1	Safe Routes to School Improvements	$100,000	$140,000
2	Alhambra Avenue and C Street Pedestrian Improvements	$100,000	$298,338
3	Improved Crossings Safety on San Pablo Avenue	$250,000	$390,000
4	CC Health Bicycle & Pedestrian Safety Education Project	$55,000	$55,000
5	Sidewalk & Multi-Use Trail Connectivity Enhancement Project	$60,400	$231,180
6	Bicycle Master Plan - Bicycle Lane, Detection, and Signal Improvements, Capital Improvements program No. C-621	$95,000	$204,380
7	Walksmart Crosswalk Improvements Project Phase II	$149,500	$149,500
8	O'Hara Ave Widening & Safety Improvement Project (Cip 320)	$0	$1,937,463
9	Taylor Boulevard Sidewalk Installation Project	$200,000	$411,996
10	Camino Pablo Pathway Rehabilitation from Ardilla Rd to Claremont Ave.	$140,000	$240,000
11	Citywide Accessible Pedestrian Signal (APS) Project Phase 2	$160,000	$243,257
12	Newell Avenue Improvements	$80,000	$159,500
13	Rocketship/Glenbrook Sidewalk Gap Closure	$208,000	$260,000
	TOTALS	$1,597,900	$4,720,614

1025 ESCOBAR STREET
MARTINEZ, CA 94553

CONTRA COSTA COUNTY

Staff Report

File #: RES 2026-200 **Agenda Date:** 6/9/2026 **Agenda #:** C.136.

To: Board of Supervisors

From: Warren Lai, Public Works Director/Chief Engineer

Report Title: Approve Fiscal Year 2026/2027 Road Maintenance and Rehabilitation Account Project List for Unincorporated Contra Costa County.

☒Recommendation of the County Administrator ☐ Recommendation of Board Committee

RECOMMENDATIONS:
ADOPT Resolution approving a list of projects for Fiscal Year 2026/2027 funded by the Road Repair and Accountability Act of 2017, Road Maintenance and Rehabilitation Account funds, and DIRECT staff to submit the list of projects to the California Transportation Commission. (All Districts)

FISCAL IMPACT:
100% allocation to Local Road Funds from the Road Maintenance and Rehabilitation Account (RMRA) program in the approximate amount of $23.4 million.

BACKGROUND:
A landmark transportation funding package titled the Road Repair and Accountability Act of 2017 (Senate Bill 1), was signed into law by Governor Brown on April 28, 2017, to generate new revenue to fund California's significant funding shortfall to maintain the state's multimodal transportation network.

Senate Bill 1 (SB1) increased several taxes and fees to raise over $5.4 billion annually in new transportation revenues. SB1 prioritizes funding towards maintenance, rehabilitation and safety improvements on state highways, local roads and bridges and to improve the state's trade corridors, transit and active transportation facilities.

SB1 funds were made available to cities and counties starting in Fiscal Year (FY) 2017/2018 and comprises two components-an increase in the original gas tax revenue (Highway Users Tax Account, or HUTA) that local agencies have been receiving prior to 2017 and RMRA program funds.

SB1 includes performance and reporting requirements of local public agencies to be eligible to receive their apportionment of RMRA funds. The information and recommendations in this report, once approved by the Board of Supervisors, will fulfill these requirements.

The California State Association of Counties (CSAC) annually provides an estimate of the total gas tax revenues the County can expect to see from the transportation bill, broken down by HUTA and RMRA funding. CSAC estimates the County will receive about $50.7 million in total transportation funding for FY 2026/2027, with about $23.4 million of that amount from the RMRA program.

SB1 legislation emphasizes the importance of accountability and transparency in the delivery of California's transportation programs. Prior to receiving its apportionment of RMRA funds from the State Controller, the County must submit to the California Transportation Commission (CTC) a list of projects (including maintenance activities) proposed to be funded with RMRA funds. All projects proposed to receive RMRA funding must be reviewed and approved by the County Board of Supervisors at a regular public meeting.

The list of projects must include a description and location of each proposed project, a proposed schedule for the project's completion, and the estimated useful life of the improvement. The project list does not limit the flexibility of an eligible city or county to fund other projects in accordance with local needs and priorities so long as the projects are consistent with RMRA priorities as outlined in Streets and Highways Code Section 2030. Example projects and uses for RMRA funding include, but are not limited to the following:

- Road maintenance and rehabilitation
- Safety projects
- Railroad grade separations
- Complete streets components (including active transportation purposes, pedestrian and bicycle safety projects, transit facilities, drainage and stormwater capture projects in conjunction with any other allowable project)
- Traffic control devices

Streets and Highways Code Paragraph 2030(b)(2) states that funds made available by the program may also be used to satisfy a match requirement to obtain state or federal funds for types of projects as stated above.

The County currently expends the majority of gas tax funds towards public roadway maintenance and rehabilitation of the 660-mile roadway network in unincorporated Contra Costa County. These funds are also used as the local funding match to leverage funds from state and federal grant programs for capital projects that ensure safe and convenient public travel in a variety of modes (i.e. driving, walking and bicycling).

In FY 2026/2027, all RMRA funds are programmed for countywide road maintenance and rehabilitation activities. The surface treatment projects funded by RMRA funding in FY 2026/2027 will be within the unincorporated communities of Rodeo, Crockett, and Port Costa. These communities were selected in alignment with the Public Works Department's pavement management goal, which is to schedule areas for paving with a focus on entire communities to minimize future construction impacts and transportation costs by the contractor. This methodology increases the efficiency and cost effectiveness of the surface treatment program. Future surface treatments will be in other geographic areas throughout the county.

Further information regarding all projects funded in the Road Program by all funding sources can be found in the County's latest Capital Road Improvement and Preservation Program report found here: <https://www.contracosta.ca.gov/383/Capital-Road-Improvement-Preservation-Pr>.

CONSEQUENCE OF NEGATIVE ACTION:
If a project list is not approved by the Board of Supervisors and submitted to the CTC by the July 1, 2026, deadline, the County will not be eligible to receive its apportionment of RMRA funds and the project listed in the Resolution will not be constructed.

Recorded at the request of: Clerk of the Board
Return To: Public Works Dept

THE BOARD OF SUPERVISORS OF CONTRA COSTA COUNTY, CALIFORNIA
and for Special Districts, Agencies and Authorities Governed by the
Board Adopted this Resolution on _____by the following vote:

AYE:	
NO:	
ABSENT:	
ABSTAIN:	
RECUSE:	

Resolution No. 2026/

IN THE MATTER OF ADOPTING a list of projects for Fiscal Year 2026/2027 funded by Senate Bill 1 (SB1): The Road Repair and Accountability Act of 2017.

WHEREAS SB1, the Road Repair and Accountability Act of 2017 (Chapter 5, Statutes of 2017) was passed by the Legislature and Signed into law by the Governor in April 2017 in order to address the significant multi-modal transportation funding shortfalls statewide; and

WHEREAS, SB1 includes accountability and transparency provisions that will ensure the residents of our County are aware of the projects proposed for funding in our community and which projects have been completed each fiscal year; and

WHEREAS, the County must adopt by resolution a list of projects proposed to receive fiscal year funding from the Road Maintenance and Rehabilitation Account (RMRA), created by SB1, which must include a description and the location of each proposed project, a proposed schedule for the project's completion, and the estimated useful life of the improvement; and

WHEREAS, the County will receive an estimated $23.4 million in RMRA funding in Fiscal Year 2026/2027 from SB1; and

WHEREAS, this is the tenth fiscal year in which the County is receiving SB1 funding and will enable the County to continue essential road maintenance and rehabilitation projects, safety improvements, repairing and replacing aging bridges, and increasing access and mobility options for the traveling public that would not have otherwise been possible without SB1; and

WHEREAS, the County has undergone a public process to ensure public input into our communities' transportation priorities/project list; and

WHEREAS, the County used a Pavement Management System to develop the SB1 project list to ensure revenues are being used on the most high-priority and cost-effective projects that also meet the communities' priorities for transportation investment; and

WHEREAS, the funding from SB1 will help the County maintain and rehabilitate its roadways at a significantly higher level, add active transportation infrastructure throughout the County this fiscal year and hundreds of similar projects into the future; and

WHEREAS, the 2023 California Statewide Local Streets and Roads Needs Assessment found that the County's streets roads are in a good condition and this revenue will help the us increase the overall quality of our road system and over the next decade will bring our roads into an excellent condition; and

WHEREAS, the SB1 project list and overall investment in our local streets and roads infrastructure with a focus on basic maintenance and safety, investing in complete streets infrastructure, and using cutting-edge technology, materials and practices, will have significant, positive co-benefits statewide.

NOW, THEREFORE, BE IT RESOLVED by the Contra Costa County Board of Supervisors, State of California, as follows:

1. The foregoing recitals are true and correct.

2. The following list of proposed projects will be funded in-part or solely with Fiscal Year 2026/2027 Road Maintenance and Rehabilitation Account revenues:

PROPOSED PROJECTS (Total RMRA = $23,374,210)

Proposed Project No. 1: Road Drainage Maintenance (RMRA = $2,050,000) (Countywide)

Descriptions:

- Ditch Cleaning (6U2303) – This routine item includes utilizing County staff to perform drainage ditch cleaning to remove debris and vegetation, which may obstruct the passage of stormwater and cause local flooding. (RMRA = $600,000)

- Flush Culvert (6U2306) – This routine item includes utilizing County staff to perform work associated with the cleaning of culverts by flushing with water and removing debris to ensure proper drainage and reduce flooding. (RMRA = $500,000)

- Clean Catch Basins (6U2308) – This routine item includes utilizing County staff to perform cleaning of sediment and preventing obstructions of catch basins (drainage inlets) and related pipe systems. (RMRA = $250,000)

- Inspect Catch Basins (6U2316) – This routine item includes utilizing County staff to perform inspections of catch basins and associated systems. This includes a visual inspection of the drainage inlet and any clean water inserts. Follow-up video inspections may be required for deeper inlets and/or suspected structural issues concerning the inlets. (RMRA = $200,000)

- Lettia Road Storm Drain Outfall Desilt (6U2320) – This routine work includes desilting and

maintenance on the Lettia Road storm drain system and outfall area in the Montalvin Manor area. (RMRA = $350,000)

- Maintain Hydraugers (6U2508) – This routine item includes utilizing County staff to clean, flush, and repair hydraugers equipment. This work includes inspecting the complete hydrauger manifold system. (RMRA = $150,000)

RMRA Priority:
- Road Maintenance and Rehabilitation

Location:
- Countywide

Proposed Schedule for Completion:
- Anticipated construction year – FY 2026/2027

Estimated Useful Life:
- 15–40 years (ditches/dirt roadway to concrete V-ditches)
- 50 years (culverts)
- 40 years (concrete structures)

Proposed Project No. 2: Traffic Safety Devices Maintenance (RMRA = $3,090,000) (Countywide)

Description:
- Replace Pavement Markers (6U2405) – This routine item includes utilizing County staff to replace pavement markers on the roadway as needed. (RMRA = $100,000)

- Repair and Replace Guardrails (6U2502) – This routine item includes utilizing County staff to install new guardrails and repairing existing guardrails. (RMRA = $150,000)

- Traffic Sign Refacing (6U2503) – This routine item includes utilizing County staff to replace roadway signage to meet new sign requirements. (RMRA = $40,000)

- Traffic Signing (6U2504) – This routine item includes utilizing County staff to repair, replace, and install roadway signage. (RMRA = $500,000)

- Traffic Striping (6U2505) – This routine item includes utilizing County staff to install traffic striping, routine repainting of traffic striping, and replacement of pavement striping along County roadways to enhance public safety. (RMRA = $400,000)

- Paint Pavement Markings (6U2506) – This routine item includes utilizing County staff to paint new pavement markings or refresh existing pavement markings along County roadways. (RMRA = $400,000)

- Curb Painting (6U2510) – This routine item includes utilizing County staff to paint new

curbs or refresh existing curb painting along County roadways. (RMRA = $150,000)

- Inspect and Maintain Guardrails (6U2527) – This routine item includes utilizing County staff to inspect and maintain County-maintained guardrails along County roadways. Work includes inspection of condition, tightening of nuts and bolts, and other adjustments of blocking. (RMRA = $200,000)

- Thermoplastic Pavement Markings (6U2537) – This routine item includes utilizing County staff to install new striping and maintain and replace existing thermoplastic pavement markings. (RMRA = $50,000)

- Safety Lighting (6U2801) – This routine item includes utilizing County staff to replace and maintain safety lighting along County roadways. (RMRA = $100,000)

- Signals and Flashers (6U2802) – This routine item includes utilizing County staff to repair, install, and replace County-maintained signals and flashers. (RMRA = $1,000,000)

RMRA Priority:
- Road Maintenance and Rehabilitation

Location:
- Countywide

Proposed Schedule for Completion:
- Anticipated construction year – FY 2026/2027

Estimated Useful Life:
- 10 years (roadway signage)
- 5–7 years (roadway striping – thermoplastic)
- 10–20 years (guardrails)
- 7–10 years (signals and flashers)

Proposed Project No. 3: Structure Maintenance (RMRA = $1,950,000) (Countywide)

Description:
- Bridge Repair (6U2507) – This routine item includes utilizing County staff to maintain and repair existing bridges to restore rails and surfaces. (RMRA = $100,000)

- Repair and Replace Curbs and Sidewalks (6U2511) – This routine item includes utilizing County staff to repair and replace cracked, broken, or displaced sidewalk sections. (RMRA = $150,000)

- Repair and Replace Culverts (6U2512) – This routine item includes utilizing County staff to repair and replace culvert and drainage facilities that are collapsed, rusted out, nonstandard, or damaged. Work includes inspecting the complete drainage system. (RMRA = $1,000,000)

- Repair and Replace Retaining Walls (6U2514) – This routine item includes utilizing County staff to repair or replace damaged or deteriorated section of retaining walls near County roadways. (RMRA = $200,000)

- Repair Drainage Structure (6U2545) – This routine item includes utilizing County staff to repair and revamp existing drainage structures to restore facility to operable conditions. (RMRA = $100,000)

- Repair Minor Landslides (6U2546) – This routine item includes utilizing County staff to regrade and rebuild existing retaining walls near County roadways after minor landslides to enhance public safety. (RMRA = $150,000)

- Repair/Repair Fencing (6U2547) – This routine item includes utilizing County staff to repair or replace chain link, wire, cable, and wood fencing near County roadways. (RMRA = $250,000)

RMRA Priority:
- Road Maintenance and Rehabilitation

Location:
- Countywide

Proposed Schedule for Completion:
- Anticipated construction year – FY 2026/2027

Estimated Useful Life:
- 10–15 years (bridge repairs)
- 40 years (concrete curbs and sidewalks)
- 50 years (culverts and drainage structures)
- 10–20 years (landslide repairs)
- 15–30 years (fencing)

Proposed Project No. 4: Road Shoulder Maintenance (RMRA = $770,000) (Countywide)

Description:
- Spot Shoulder Repair (6U2201) – This routine item includes utilizing County staff to repair and restore existing roadway shoulders at isolated locations along County roadways from issues such as drop offs and rutting. (RMRA = $200,000)

- Major Shoulder Repair (6U2202) – This routine item includes utilizing County staff to rehabilitate continuous sections of shoulders by adding fill material, reshaping, and compacting. (RMRA = $100,000)

- Reshaping Shoulder (6U2203) – This routine item includes utilizing County staff to regrade and reshape existing shoulders by adding minimal material to correct pavement edge drop

offs, rutting of shoulders, buildup of material, and excessive weed growth. (RMRA = $100,000)

- Embankment Grading (6U2204) – This routine item includes utilizing County staff to regrade embankments adjacent to County roadways to restore proper functionality and drainage. (RMRA = $20,000)

- Slide Material Removal (6U2205) – This routine item includes utilizing County staff to collect and remove material resulting from minor landslides. (RMRA = $150,000)

- Erosion Control (6U2206) – This routine item includes utilizing County staff to replace material removed by erosion to restore the designed cross section of the roadway. (RMRA = $100,000)

- Cut Bench Maintenance (6U2813) – This routine item includes utilizing County staff to regrade and maintain existing benches, associated access points, and adjacent ditches to restore proper flowline and grade. (RMRA = $100,000)

RMRA Priority:
- Road Maintenance and Rehabilitation

Location:
- Countywide

Proposed Schedule for Completion:
- Anticipated construction year – FY 2026/2027

Estimated Useful Life:
- 7 years (shoulder repairs)
- 10–20 years (embankment and erosion repairs)

Proposed Project No. 5: Pavement Repairs and Preparation (RMRA = $4,430,000) (Countywide)

Description:
- Pothole Patching (6U2101) – This routine maintenance item includes utilizing County staff to perform pothole and broken edge patching along County roadways to eliminate surface hazards. (RMRA = $350,000)

- Pavement Fabric Patching (6U2102) – This routine maintenance item includes utilizing County staff to perform pavement fabric patching along County roadways to correct minor pavement defects and prevent further cracking. An area of existing damaged asphalt will be removed and excavated to allow a fabric patch to be placed. The roadway base will be compacted and leveled to support the new fabric layer and asphalt layer. (RMRA = $100,000)

- Pavement Failure Repair – Backhoe (6U2103) – This routine maintenance item includes utilizing County staff to remove and restore badly cracked or broken pavement, shoulder, or base material on County roadways. (RMRA = $400,000)

- Pull Box Paving (6U2104) – This routine maintenance item includes utilizing County staff to restore pavement, shoulder, or base material on County Roadways. (RMRA = $1,000,000)

- Hand Patching (6U2105) – This routine maintenance item includes utilizing County staff to place material on localized minor settlements and small base failure repairs to provide a smooth level riding surface on County roadways. (RMRA = $200,000)

- Crack Sealing (6U2106) – This routine maintenance item includes utilizing County staff to clean and fill random cracks to prevent passage of water to base and subgrade of County roadways. (RMRA = $400,000)

- Leveling (6U2107) – This routine maintenance item includes utilizing County staff to conduct major leveling of settlements, depressions, surface irregularities, and large base failure repairs along County roadways. (RMRA = $150,000)

- Pavement Grinding – Bobcat (6U2108) – This routine maintenance item includes utilizing County staff to use machine grinding to remove flaws and tripping hazards such as high spots or curb edges along County roadways. (RMRA = $200,000)

- Pavement Rating (6U2109) – This routine maintenance item includes utilizing County staff to conduct site visits to evaluate pavement conditions of County roadways. (RMRA = $30,000)

- Grinder Follow-Up Paving (6U2115) – This routine maintenance item includes utilizing County staff to pave a County-maintained roadway after grinding and removal of material. (RMRA = $600,000)

- Pavement Failure Repair – Grinder (6U2123) – This routine maintenance item includes utilizing County staff to remove badly cracked or broken pavement, including base material as needed. (RMRA = $1,000,000)

RMRA Priority:
- Road Maintenance and Rehabilitation

Location:
- Countywide

Proposed Schedule for Completion:
- Anticipated construction year – FY 2026/2027

Estimated Useful Life:
- 7 years (pavement repairs)

Proposed Project No. 6: Countywide Surface Treatments (RMRA = $8,217,000) (District V)

Description:

- 2026 Rodeo Fiberized Slurry Seal and Overlays (6U2040) – This project will install curb ramps and apply surface treatments on various roads including fiberized slurry seals or cold planing and overlays in the Rodeo area. Work will involve vegetation removal, edge grinding, removal of existing thermoplastic stripes and pavement markings, removal of existing curb and sidewalk, setting survey monuments, and placement of thermoplastic striping and pavement markings. (RMRA = $6,009,000)

- 2026 Crockett – Port Costa Overlays (6U2186) – This project will install curb ramps and apply cold planing and overlays on various roads in the Crockett and Port Costa areas. Work will involve tree trimming, removal of existing curb and sidewalk, setting survey monuments, and placement of thermoplastic striping and pavement markings. (RMRA = $2,208,000)

RMRA Priority:

- Road Maintenance and Rehabilitation

Location:

- Rodeo, Crockett, and Port Costa communities

Proposed Schedule for Completion:

- Anticipated construction year – FY 2026/2027

Estimated Useful Life:

- 7 years (pavement surface treatment)

Proposed Project No. 7: Bridge Replacements (RMRA = $2,867,210) (District IV)

Description:

- Morgan Territory Road Bridge 5.0 Replacement (6U4160) – This project will replace a timber bridge with reinforced concrete bridge on concrete pile foundations and two soldier pile retaining walls. Work includes constructing a temporary stream diversion system, rock slope protection, drainage systems, guard railing, grading and paving. (RMRA = $1,034,620)

- Morgan Territory Road Bridge 5.2 Replacement (6U4178) – This project will replace a timber bridge with reinforced concrete bridge on concrete pile foundations and two soldier pile retaining walls. Work includes constructing a temporary stream diversion system, utility pole relocation, rock slope protection, drainage systems, guard railing, grading and paving. (RMRA = $1,832,590)

RMRA Priority:

- Road Maintenance and Rehabilitation

Location:

- Morgan Territory communities

Proposed Schedule for Completion:

- Anticipated construction year for Morgan Territory Road Bridge 5.0 Replacement – FY 2026
- Anticipated construction year for Morgan Territory Road Bridge 5.2 Replacement – FY 2027

Estimated Useful Life:

- 50–100 years (bridge replacement)

I hereby certify that this is a true and correct copy of an action taken and entered on the minutes of the Board of Supervisors on the date shown.

ATTESTED:
Monica Nino, County Administrator and Clerk of the Board of Supervisors

By: , Deputy

Contact: Jeff Valeros 925-313-2031

cc: Warren Lai, Public Works Director
Steve Kowalewski, Chief Deputy Public Works Director

1025 ESCOBAR STREET
MARTINEZ, CA 94553

CONTRA COSTA COUNTY

Staff Report

File #: RES 2026-201 **Agenda Date:** 6/9/2026 **Agenda #:** C.137.

To: **Board of Supervisors**

From: Warren Lai, Public Works Director/Chief Engineer

Report Title: Approve to fully close a portion of southbound Jones Road, on June 10, 2026, from 8:00 a.m. through 4:00 p.m., for the purpose of staging and operating a crane within the public right-of-way for the installation of equipment on private property, Walnut Creek area.

☒Recommendation of the County Administrator ☐ Recommendation of Board Committee

RECOMMENDATIONS:
ADOPT Resolution approving and authorizing the Public Works Director, or designee, to fully close a portion of southbound Jones Road, between Oak Road and Treat Boulevard, on June 10, 2026, from 8:00 a.m. through 4:00 p.m., for the purpose of staging and operating a crane within the public right-of-way for the installation of equipment on private property, Walnut Creek area. (District IV)

FISCAL IMPACT:
No fiscal impact.

BACKGROUND:
Bragg Crane Service has requested the road closure to facilitate the setup and operation of a crane from the roadway to place an AC unit for the Renaissance Walnut Creek Hotel. The closure is necessary to ensure safe access to the subject property and to ensure traffic safety while operating the crane. The applicant shall follow guidelines set forth by the Public Works Department.

CONSEQUENCE OF NEGATIVE ACTION:
Applicant will be unable to close the road to complete planned crane operations.

c: Alex Vazquez-Engineering Services, Jesse Ma-Engineering Services, Marke Smith-Engineering Services, Michelle Cordis-Maintenance, CHP, Sheriff-Patrol Division Commander

THE BOARD OF SUPERVISORS OF CONTRA COSTA COUNTY, CALIFORNIA

and for Special Districts, Agencies and Authorities Governed by the Board

IN THE MATTER OF: ADOPT Resolution approving and authorizing the Public Works Director, or designee, to fully close a portion of southbound Jones Road, between Oak Road and Treat Boulevard, on June 10, 2026, from 8:00 a.m. through 4:00 p.m., for the purpose of staging and operating a crane within the public right-of-way for the installation of equipment on private property, Walnut Creek area. (District IV)

RC26-22

NOW, THEREFORE, BE IT RESOLVED that permission is granted to Bragg Crane Service to fully close southbound Jones Road, between Oak Road and Treat Boulevard, except for emergency traffic, local residents, US Postal Service and garbage trucks, on June 10, 2026, from 8:00 a.m. through 4:00 p.m., subject to the following conditions:

1. Traffic will be detoured via roads identified in a traffic control plan, reviewed by the Public Works Department. Emergency vehicles, residents within the construction area and essential services will be allowed access as required.

2. All signing to be in accordance with the California Manual on Uniform Traffic Control Devices.

3. Bragg Crane Service shall comply with the requirements of the Ordinance Code of Contra Costa County.

4. Provide the County with a Certificate of Insurance in the amount of $1,000,000.00 for Comprehensive General Public Liability which names the County as an additional insured prior to permit issuance.

5. Obtain approval for the closure from the California Highway Patrol, Sheriff's Office, and the Contra Costa Fire Protection District.

1025 ESCOBAR STREET
MARTINEZ, CA 94553

CONTRA COSTA COUNTY

Staff Report

File #: RES 2026-205 **Agenda Date:** 6/9/2026 **Agenda #:** C.138.

To: Board of Supervisors

From: Warren Lai, Public Works Director/Chief Engineer

Report Title: Notice of Completion for the Vasco Road Safety Improvements Project-Walnut Boulevard to Frisk Creek Bridge, Byron area.

☒Recommendation of the County Administrator ☐ Recommendation of Board Committee

RECOMMENDATIONS:

ADOPT Resolution accepting as complete the contracted work performed by St. Francis Electric LLC for the Vasco Road Safety Improvements Project-Walnut Boulevard to Frisk Creek Bridge, as recommended by the Public Works Director, Byron area. County Project No. 0662-6R4100, State Project No. HSIPL-5928(168), (District III)

FISCAL IMPACT:

The Project was funded by 84% State Highway Safety Improvement Program Funds, 13% General Fund, 3% Local Road Funds.

BACKGROUND:

The Public Works Director reports that said work has been inspected and complies with the approved plans, special provisions and standard specifications and recommends its acceptance as complete as of March 13, 2026.

CONSEQUENCE OF NEGATIVE ACTION:

The contractor will not be paid and acceptance notification will not be recorded.

Recorded at the request of: Clerk of the Board
Return To: Public Works Dept

THE BOARD OF SUPERVISORS OF CONTRA COSTA COUNTY, CALIFORNIA
and for Special Districts, Agencies and Authorities Governed by the Board Adopted
this Resolution on _____by the following vote:

AYE:	
NO:	
ABSENT:	
ABSTAIN:	
RECUSE:	

Resolution No.

IN THE MATTER OF

The Board of Supervisors RESOLVES that:

Owner (sole): Contra Costa County, 255 Glacier Drive, Martinez, CA 94553

Nature of Stated Owner: fee and/or easement

County Project No.: 0662-6R4100

State Project No.: HSIPL-5928(168)

Project Name: Vasco Road Safety Improvements Project-Walnut Boulevard to Frisk Creek Bridge

Date of Work Completion: March 13, 2026

WHEREAS

Description: Contra Costa County on August 12, 2025 contracted with St. Francis Electric LLC for work that generally consisted of centerline striping removal, installing centerline rumble strip, centerline striping, and channelizer placement along portions of Vasco Road between the intersection with Walnut Boulevard and the Frisk Creek Bridge in eastern Contra Costa County. The work also included replacing the signal heads and installing backplates with retroreflective edges and installation of battery back-up systems at the intersections of Vasco Road and Walnut Boulevard, and Vasco Road and Camino Diablo, all in accordance with the plans, drawings, special provisions and/or specifications prepared by or for the Public Works Director and in accordance with the accepted bid proposal. The project was located in the Byron area, with the Everest National Insurance Company, as surety, for work to be performed on the grounds of the County; and

The Public Works Director reports that said work has been inspected and complies with the approved plans, special provisions and standard specifications and recommends its acceptance as complete as of March 13, 2026.

NOW, THEREFORE, BE IT RESOLVED

Identification of real property:

Byron area:

Vasco Road

Fees: none

Legal References: none

Comments:

I hereby certify that this is a true and correct copy of an action taken and entered on the minutes of the Board of Supervisors on the date shown.

ATTESTED:
Monica Nino, County Administrator and Clerk of the Board of Supervisors

By: , Deputy

Contact:

Cc:

1025 ESCOBAR STREET
MARTINEZ, CA 94553

CONTRA COSTA COUNTY

Staff Report

File #: RES 2026-202 **Agenda Date:** 6/9/2026 **Agenda #:** C.139.

To: Board of Supervisors

From: Warren Lai, Public Works Director/Chief Engineer

Report Title: Approve to fully close a portion of Cambridge Avenue on July 7, 2026, from 8:00 a.m. through 4:00 p.m., for the purpose of a utility pole replacement, Kensington area.

☒Recommendation of the County Administrator ☐ Recommendation of Board Committee

RECOMMENDATIONS:
ADOPT Resolution approving and authorizing the Public Works Director, or designee, to fully close a portion of Cambridge Avenue, between 233 Cambridge Avenue and 241 Cambridge Avenue, on July 7, 2026, from 8:00 a.m. through 4:00 p.m., for the purpose of replacing a utility pole, Kensington area. (District I)

FISCAL IMPACT:
No fiscal impact.

BACKGROUND:
Due to the narrow road width of Cambridge Avenue at the work site, Pacific Gas & Electric Company (PG&E) has requested the road closure to replace the existing utility pole. There is insufficient road width to setup and operate boom trucks and safely maintain through traffic. Applicant shall follow guidelines set forth by the Public Works Department.

CONSEQUENCE OF NEGATIVE ACTION:
Applicant will be unable to close the road to complete planned utility pole replacement.

c: Alex Vazquez-Engineering Services, Jesse Ma-Engineering Services, Marke Smith-Engineering Services, Michelle Cordis-Maintenance, Kensington Police, and the Kensington Fire Protection District

THE BOARD OF SUPERVISORS OF CONTRA COSTA COUNTY, CALIFORNIA

and for Special Districts, Agencies and Authorities Governed by the Board

IN THE MATTER OF: ADOPT Resolution approving and authorizing the Public Works Director, or designee, to fully close a portion of Cambridge Avenue, between 233 Cambridge Avenue and 241 Cambridge Avenue, on July 7, 2026, from 8:00 a.m. through 4:00 p.m., for the purpose of replacing a utility pole, Kensington area. (District I)

RC26-23

NOW, THEREFORE, BE IT RESOLVED that permission is granted to Pacific Gas & Electric Company to fully close Cambridge Avenue, between 233 Cambridge Avenue and 241 Cambridge Avenue, except for emergency traffic, local residents, US Postal Service and garbage trucks, on July 7, 2026, from 8:00 a.m. through 4:00 p.m., subject to the following conditions:

1. Traffic will be detoured via roads identified in a traffic control plan, reviewed by the Public Works Department. Emergency vehicles, residents within the construction area and essential services will be allowed access as required.

2. All signing to be in accordance with the California Manual on Uniform Traffic Control Devices.

3. Pacific Gas & Electric Company shall comply with the requirements of the Ordinance Code of Contra Costa County.

4. Provide the County with a Certificate of Insurance in the amount of $1,000,000.00 for Comprehensive General Public Liability which names the County as an additional insured prior to permit issuance.

5. Obtain approval for the closure from the Kensington Police, and the Kensington Fire Protection District.

1025 ESCOBAR STREET
MARTINEZ, CA 94553

CONTRA COSTA COUNTY

Staff Report

File #: RES 2026-203 **Agenda Date:** 6/9/2026 **Agenda #:** C.140.

To: Board of Supervisors

From: Warren Lai, Public Works Director/Chief Engineer

Report Title: Approve to fully close a portion of Berkeley Park Boulevard, on June 15, 2026, from 8:30 a.m. through 4:00 p.m., for the purpose of a utility pole replacement, Kensington area.

☒Recommendation of the County Administrator ☐ Recommendation of Board Committee

RECOMMENDATIONS:
ADOPT Resolution approving and authorizing the Public Works Director, or designee, to fully close a portion of Berkeley Park Boulevard, between Ocean View Avenue and Lexington Road, on June 15, 2026, from 8:30 a.m. through 4:00 p.m., for the purpose of replacing a utility pole, Kensington area. (District I)

FISCAL IMPACT:
No fiscal impact.

BACKGROUND:
Due to the narrow road width of Berkeley Park Boulevard at the work site, Pacific Gas & Electric Company (PG&E) has requested the road closure to replace the existing utility pole. There is insufficient road width to setup and operate boom trucks and safely maintain through traffic. Applicant shall follow guidelines set forth by the Public Works Department.

CONSEQUENCE OF NEGATIVE ACTION:
Applicant will be unable to close the road to complete planned utility pole replacement.

c: Alex Vazquez-Engineering Services, Jesse Ma-Engineering Services, Marke Smith-Engineering Services, Michelle Cordis-Maintenance, Kensington Police, and the Kensington Fire Protection District.

THE BOARD OF SUPERVISORS OF CONTRA COSTA COUNTY, CALIFORNIA

and for Special Districts, Agencies and Authorities Governed by the Board

IN THE MATTER OF: Approving and Authorizing the Public Works Director, or designee, to fully close a portion of Berkeley Park Boulevard, between Ocean View Avenue and Lexington Road, on June 15, 2026, from 8:30 a.m. through 4:00 p.m., for the purpose of replacing a utility pole, Kensington area. (District I)

RC26-24

NOW, THEREFORE, BE IT RESOLVED that permission is granted to Pacific Gas & Electric Company to fully close Berkeley Park Boulevard, between Ocean View Avenue and Lexington Road, except for emergency traffic, local residents, US Postal Service and garbage trucks, on June 15, 2026, from 8:30 a.m. through 4:00 p.m., subject to the following conditions:

1. Traffic will be detoured via roads identified in a traffic control plan, reviewed by the Public Works Department. Emergency vehicles, residents within the construction area and essential services will be allowed access as required.

2. All signing to be in accordance with the California Manual on Uniform Traffic Control Devices.

3. Pacific Gas & Electric Company shall comply with the requirements of the Ordinance Code of Contra Costa County.

4. Provide the County with a Certificate of Insurance in the amount of $1,000,000.00 for Comprehensive General Public Liability which names the County as an additional insured prior to permit issuance.

5. Obtain approval for the closure from the Kensington Police, and the Kensington Fire Protection District.

1025 ESCOBAR STREET
MARTINEZ, CA 94553

CONTRA COSTA COUNTY

Staff Report

File #: 26-2361 **Agenda Date:** 6/9/2026 **Agenda #:** C.141.

To: Board of Supervisors

From: Warren Lai, Public Works Director/Chief Engineer

Report Title: ADOPT Traffic Resolution No. 2026/4555 to prohibit stopping, standing, or parking at all times during "Red Flag" Events, Kensington area.

☒Recommendation of the County Administrator ☐ Recommendation of Board Committee

RECOMMENDATIONS:
ADOPT Traffic Resolution No. 2026/4555 to prohibit stopping, standing, or parking at all times during "Red Flag" Events, Kensington area.

AUTHORIZE the Public Works Director or designee to amend Exhibit A if the State Fire Marshal amends the boundaries of the Very High, High, and Moderate Fire Hazard Severity Zones located in Kensington.

APPROVE and AUTHORIZE the Public Works Director, or designee, to execute a Memorandum of Understanding with the Kensington Community Services District for parking enforcement in Kensington on red flag days.

FISCAL IMPACT:
No fiscal impact.

BACKGROUND:
California is experiencing a greater number of "Red Flag" events - days when weather conditions are such that the potential for a wildfire is extremely high, including when relative humidity is 15 percent or less with either sustained winds of 25 mph or greater or frequent gusts of 35 mph or greater for a duration of 6 hours or more, or when relative humidity is 10 percent or less for a duration of 10 hours or more, or when there is widespread and/or significant dry lightning, or for other hazardous local conditions.

The State of California, Department of Forestry and Fire Protection has designated significant portions of the Kensington area as Very High, High, and Moderate Fire Hazard Severity Zones that face greater risk of hazards during Red Flag events. The Kensington area contains narrow and winding roads, roads with tight curves, and critical intersections that would create choke points, making emergency response and resident evacuation extremely challenging in the event of a wildfire.

To increase public safety in the community of Kensington in the event of wildfire, the Kensington Community Services District and the Public Works Department has partnered to establish a Red Flag Parking Restriction Program.

This traffic resolution and memorandum of understanding will restrict parking on designated roads in Kensington. The Kensington Community Services District will determine Red Flag Warning Days and notify the Kensington community. The Kensington Community Services District will enforce the Red Flag Warning Days no-parking areas. Public Works will administer the traffic resolution and provide the necessary signage necessary to support the program.

Vehicle Code section 22507, Contra Costa County Ordinance Code section 46-2.004, and other applicable laws, authorize the Board of Supervisors to adopt traffic orders to prohibit parking at all times on County roads for various reasons.

CONSEQUENCE OF NEGATIVE ACTION:
Parking will remain unrestricted at this location.

THE BOARD OF SUPERVISORS OF CONTRA COSTA COUNTY, CALIFORNIA

Adopted this Traffic Resolution on June 6, 2026, by the following vote:

AYES:

NOES:

ABSENT:

TRAFFIC RESOLUTION NO. 2026/4555

ABSTAIN: Supervisorial District I

SUBJECT: Red Flag" Event Parking Restrictions, Kensington area.

WHEREAS, California is experiencing a greater number of "Red Flag" events – days when weather conditions are such that the potential for a wildfire is extremely high, including when relative humidity is 15 percent or less with either sustained winds of 25 mph or greater or frequent gusts of 35 mph or greater for a duration of 6 hours or more, or when relative humidity is 10 percent or less for a duration of 10 hours or more, or when there is widespread and/or significant dry lightning, or for other hazardous local conditions;

WHEREAS, the State Fire Marshal has designated significant portions of the Kensington area as Very High, High, and Moderate Fire Hazard Severity Zones that face greater risk of hazards during Red Flag events;

WHEREAS, the Kensington area contains narrow and winding roads, roads with tight curves, and critical intersections that would create choke points, making emergency response and resident evacuation extremely challenging in the event of a wildfire; and

WHEREAS, Vehicle Code section 22507, Contra Costa County Ordinance Code section 46-2.004, and other applicable laws authorize the Board of Supervisors to adopt traffic orders to prohibit parking at all times on County roads for various reasons.

NOW, THEREFORE, BE IT RESOLVED by the Board of Supervisors of Contra Costa County, as follows:

1. Emergency Response and Evacuation Routes. All County roads within the Very High, High and Moderate Fire Hazard Severity Zones shown on Exhibit A, as may be amended from time to time, are designated as emergency response and evacuation routes, and are subject to the parking restrictions in Section 2 during any "Red Flag" event declared by the National Weather Service or the Kensington Community Services District (KCSD) Fire Chief or designee. The KCSD will be responsible for developing its communication procedures for notifying the public when a "Red Flag" event is declared.

2. "Red Flag" Event Parking Restrictions. Whenever, with reference to any road or portion of a road within a Very High, High or Moderate Fire Hazard Severity Zone shown on Exhibit A (as may be amended from time to time), the KCSD Board of Directors determines, on advice of the KCSD Fire Chief and KCSD Police Chief, that parking on one or both sides of the road would create a hazard to life or property by interfering with emergency vehicle access or resident evacuation, on-street parking at that location or locations is prohibited at all times until the "Red Flag" event is declared to be ended. Vehicles parked in violation of this restriction are subject to removal at the owner's expense. The County Public Works Director or designee is authorized to install and maintain at that location or locations signs giving notice that on-street parking on those roads is prohibited during declared "Red Flag" events, and that vehicles parked on those roads during a declared "Red Flag" event are subject to removal pursuant to Vehicle Code section 22651(n) and other applicable laws. The County Public Works Director or designee is authorized to amend Exhibit A from time to time based on revisions made by the State Fire Marshal to fire hazard severity zone designations in the Kensington area.

3. Enforcement. The law enforcement and traffic officers of the KCSD are authorized to enforce this traffic resolution.

4. Exception. Vehicles of any federal, state, or local agency, or any public utility, are exempt from the parking restrictions in Section 2

I hereby certify that this is a true and correct Copy of an action taken and entered on the minutes of the Board of Supervisors on the date shown.

ATTESTED:_____
Monica Nino, Clerk of the Board of Supervisors and County Administrator

By _____, Deputy

CL:cp

Orig. Dept: Public Works (Traffic)
Contact: Chris Lau, 313-2276

cc: California Highway Patrol
Sheriff Department

TRAFFIC RESOLUTION NO. 2026/4555

Exhibit A

“Red Flag” Event Parking Restrictions, Kensington area.

TRAFFIC RESOLUTION NO. 2026/4555

Date Revised 6/9/2026

Road	From	To	No Parking Location	Date Added
Westminster Avenue	Arlington Avenue	Kenyon Avenue	Both sides of street	6/9/2026
Kenyon Avenue	Highland Boulevard	Purdue Avenue	Westerly/Southerly side of street	6/9/2026
Purdue Avenue	North end of public road	Beloit Avenue	West side of street	6/9/2026

COOPERATIVE AGREEMENT
BY AND BETWEEN CONTRA COSTA COUNTY AND THE
KENSINGTON COMMUNITY SERVICES DISTRICT
REGARDING "RED FLAG" EVENT PARKING ENFORCEMENT

This Cooperative Agreement ("Agreement") is entered into as of _____, 2026, ("Effective Date") by and between Contra Costa County, a political subdivision of the State of California ("County"), and the Kensington Community Services District, a community services district formed under the Community Services District Law, Government Code section 61000, et seq. ("District"). The County and the District are sometimes referred to herein together as the "Parties," and each individually as a "Party."

Recitals

A. California is experiencing a greater number of "Red Flag" events – days when weather conditions are such that the potential for a wildfire is extremely high. The State Fire Marshal has designated significant portions of the Kensington area as Very High, High, and Moderate Fire Hazard Severity Zones, which means Kensington faces even greater risk of wildfire hazards during "Red Flag" events.

B. The Kensington area contains narrow and winding roads, roads with tight curves, and critical intersections that could create choke points, making emergency response and resident evacuation extremely challenging in the event of a wildfire or firestorm. District staff determined that parking restrictions on roads within Kensington during "Red Flag" events will enhance public safety and emergency response by making roads passable for emergency vehicles and any necessary resident evacuations.

C. The County is authorized to adopt and enforce parking restrictions on County roads. The District is authorized to provide police protection and traffic enforcement within its jurisdiction. On June 9, 2026, the County Board of Supervisors adopted Traffic Resolution No. 2026/___, establishing parking restrictions on certain County roads within the District when a "Red Flag" event is declared. The purpose of this Agreement is to delegate parking enforcement on certain County roads to the District during "Red Flag" events.

Agreement

NOW, THEREFORE, the Parties agree, as follows:

1. **Term; Termination.** The term of this Agreement commences on the Effective Date. This Agreement shall remain in effect until it is terminated. This Agreement may be terminated by either Party upon 30 days' advance written notice from the other Party, or at any time upon the mutual written agreement of both Parties.

2. **"Red Flag" Event Parking Enforcement.** The District represents that it is authorized to enforce "Red Flag" event parking restrictions on roads within the District, as determined

DRAFT

by the District to best facilitate emergency vehicle access and resident evacuations. The ticketing and towing of vehicles in violation of District's "Red Flag" event parking restrictions shall be at the sole discretion of the District. The District shall be solely responsible for collecting any fines for violation of "Red Flag" event parking restrictions within the District, and for seeking reimbursement from responsible third parties of any other costs the District incurs in connection with "Red Flag" event parking enforcement. While this Agreement remains in effect, the County will not be responsible for enforcing any "Red Flag" event parking restrictions within the District.

3. **Signage.** The County will install signs on roads designated by the District for "Red Flag" event parking restrictions. The signs will give notice that on-street parking is prohibited during declared "Red Flag" events, and that vehicles parked on those roads during a declared "Red Flag" event are subject to removal pursuant to Vehicle Code section 22651(n) and other applicable laws. The locations of those signs will be determined by the KCSD Board of Directors, on advice of the KCSD Fire Chief and KCSD Police Chief. Upon the initial installation of any such sign by the County, the use, maintenance, operation, repair, replacement, and removal of that sign shall be the responsibility of the County.

4. **Indemnification.**

   A. Except to the extent Section 4.B. provides otherwise, the District shall indemnify, defend, and hold harmless the County, its officers, employees, and agents ("County Indemnitees" and each a "County Indemnitee") from and against any and all claims, demands, costs, expenses, damages, liabilities, fees, attorney's fees, judgments, attorney's fee awards, and penalties (collectively, "Liabilities") that arise from or are attributable to the negligence or willful misconduct of the District or any of its employees, contractors, and agents in the performance of, or failure to perform, any of the District's obligations under this Agreement, including but not limited to the enforcement or failure to enforce "Red Flag" event parking restrictions.

   B. Notwithstanding anything to the contrary in Section 4.A., the County shall indemnify, defend, and hold harmless the District and its officers, employees, and agents from and against any Liabilities, to the extent that those Liabilities arise from the negligence or willful misconduct of any County Indemnitee in the performance of, or failure to perform, any of the County's obligations under this Agreement.

   C. This Section 4 shall survive and remain enforceable following the termination of this Agreement.

5. **Compliance with Laws.** The Parties shall comply with all applicable local, state, and federal laws and regulations while performing their obligations under this Agreement.

6. **No Joint Liability.** Nothing in this Agreement shall be construed as creating any joint liability with regard to any of the activities undertaken by the Parties under this Agreement.

7. **No Third-Party Beneficiaries.** This Agreement is for the sole benefit of the Parties hereto. Nothing in this Agreement, express or implied, confers, nor shall it be construed to confer, any legal or equitable right, benefit, or remedy on any person or entity other than the Parties. Nothing in this Agreement establishes or creates, nor shall it be construed to establish or create, any legal duty or obligation owed to any third party.

8. **Applicable Law.** This Agreement shall be interpreted and enforced in accordance with the laws of the State of California.

9. **Entire Agreement; Amendment.** This Agreement includes the entire agreement of the Parties with respect to the subject matter of this Agreement. This Agreement may not be amended except in a writing executed by both Parties.

10. **Counterparts; Digital Signatures.** This Agreement may be executed in counterparts, each of which shall be deemed an original, and all such executed counterparts, when taken together, shall constitute one and the same instrument. A Party may execute this Agreement with a digital signature affixed using a technology that meets the California Secretary of State's requirements for digital signatures.

The Parties have executed this Agreement as of the Effective Date.

CONTRA COSTA COUNTY	**KENSINGTON COMMUNITY SERVICES DISTRICT**
By: _____	By: _____
Warren Lai	David Aranda
Public Works Director	Interim General Manager

DRAFT

1025 ESCOBAR STREET
MARTINEZ, CA 94553

CONTRA COSTA COUNTY

Staff Report

File #: 26-2362 **Agenda Date:** 6/9/2026 **Agenda #:** C.142.

To: Board of Supervisors

From: Warren Lai, Public Works Director/Chief Engineer

Report Title: APPROVE Budget Amendment No. BDA-26-00608 to transfer capital appropriations from General Fund Copy Center - Concord (4243-4956) to General Fund Resource Recycling (4036-4956) for the purchase of two industrial paper shredder/baler machines in the amount of $120,000.00.

☒Recommendation of the County Administrator ☐ Recommendation of Board Committee

RECOMMENDATIONS:
APPROVE Budget Amendment No. BDA-26-00608 to transfer capital appropriations from General Fund Copy Center - Concord (4243-4956) to General Fund Resource Recycling (4036-4956) for the purchase of two industrial paper shredder/baler machines in the amount of $120,000.00.

FISCAL IMPACT:
100% General Fund (100300)

BACKGROUND:
Funds in the amount of $120,000.00 have been appropriated to the Copy Center - Concord capital account for the purchase of an upgraded inserter. Funds were not encumbered in this Fiscal Year for that purchase. Resource Recycling can utilize these funds to purchase two industrial paper shredder/baler machines to support confidential document shredding operations.

CONSEQUENCE OF NEGATIVE ACTION:
General Fund Resource Recycling would not have the capital budget to make the purchase of two industrial paper shredder/baler machines for this Fiscal Year.

View Budget Amendment: Budget Amendment: FY 2025-26 - Operating Budget on 05/15/2026 : BDA-26-00608

Company Contra Costa County
Budget Template Operating Budget : FY 2025-26 Operating Budget
Budget FY 2025-26 Operating Budget
Organizing Dimension Type
Amendment ID BDA-26-00608
Amendment Date 05/15/2026
Description To transfer capital appropriations from General Fund Copy Center - Concord (4243-4956) to General Fund Resource Recycling (4036-4956) for purchase of two industrial paper shredder/baler machines.
Amendment Type Appropriation / Estimated Revenue Adjustment
Balanced Amendment Yes
Entry Type Mid-Year Adjustments
Status In Progress

Budget Amendment Entries

Period	*Ledger Account/Summary	Home Organization	*Cost Center	*Fund	Debit Amount	Credit Amount	Memo	Exceptions
FY 2025-26 Year (FY 2025-26 Operating Budget)	4956:TOOLS & SUNDRY EQUIPMENT	4503 PW FINANCE (Home Org)	4243 COPY CENTER - CONCORD	100300 GENERAL	$0.00	$120,000.00	To transfer capital appropriations from Copy Center - Concord to Resource Recycling for purchase of two industrial paper shredder/baler machines	Warning : - Home Org on Budget Line Not Equal Initiator's Home Org
FY 2025-26 Year (FY 2025-26 Operating Budget)	4956:TOOLS & SUNDRY EQUIPMENT	4503 PW FINANCE (Home Org)	4036 RESOURCE RECYCLING	100300 GENERAL	$120,000.00	$0.00	To transfer capital appropriations from Copy Center - Concord to Resource Recycling for purchase of two industrial paper shredder/baler machines	Warning : - Home Org on Budget Line Not Equal Initiator's Home Org

Fund transfer from Print and Mail to Recycling.pdf

File Name Fund transfer from Print and Mail to Recycling.pdf
Content Type application/pdf
Updated By Sarah Roberson
Upload Date 05/18/2026 08:46:12 AM
Comment

PW Staff Report TMP-17557 for BOS Meeting 2026.06.09.pdf

File Name PW Staff Report TMP-17557 for BOS Meeting 2026.06.09.pdf
Content Type application/pdf

View Budget Amendment: Budget Amendment: FY 2025-26 - Operating Budget on 05/15/2026 : BDA-26-00608

Updated By Sarah Roberson
Upload Date 05/18/2026 08:46:12 AM
Comment

Process History

Process	Step	Status	Completed On	Due Date	Person (Up to 5)	All Persons	Comment
Budget Amendment Event	Budget Amendment Event	Step Completed	05/18/2026 08:46:13 AM	05/19/2026	Sarah Roberson	1	
Budget Amendment Event	Review Budget Amendment	Not Required		05/19/2026		0	
Budget Amendment Event	Approval by Department Approver – Budget Amendment	Approved	05/18/2026 08:59:31 AM		Lauren Weston (Department Approver – Budget Amendment)	1	
Budget Amendment Event	Review Budget Amendment	Awaiting Action		05/19/2026	Analiza Pinlac (Budget Specialist (Auditor Office))	3	
					Xia Zhang (Budget Specialist (Auditor Office))		
					Yesenia Campos (Budget Specialist (Auditor Office))		

1025 ESCOBAR STREET
MARTINEZ, CA 94553

CONTRA COSTA COUNTY

Staff Report

File #: 26-2363 **Agenda Date:** 6/9/2026 **Agenda #:** C.143.

To: Board of Supervisors

From: Warren Lai, Public Works Director/Chief Engineer

Report Title: Contract Amendment for the 2023 On-Call Pest Control Advisor.

☒Recommendation of the County Administrator ☐ Recommendation of Board Committee

RECOMMENDATIONS:
APPROVE and AUTHORIZE the Public Works Director, or designee, to execute a contract amendment with Blankinship & Associates, Inc., to extend the term through May 26, 2028, and update the hourly billing rate with no change in the payment limit, for on-call Pest Control Advisor services for various road, flood control, and airport facilities maintenance, Countywide.

FISCAL IMPACT:
100% Local Road, Flood Control, and Airport Enterprise Fund.

BACKGROUND:
The Public Works Department's Maintenance Division manages over 650 miles of roads throughout unincorporated Contra Costa County. As part of this responsibility, contract services are required to provide written pest control recommendations and ancillary services on an on-call basis.

On May 27, 2023, the County awarded Blankinship & Associates, Inc ("Blankinship") an on-call Pest Control Advisor services contract. The County oversees the application of chemical herbicides and a critical part of the herbicide application process is to have a California Department of Pesticide Regulation ("DPR") licensed Pest Control Advisor ("PCA") provide recommendation to the County for safe usage of appropriate herbicides.

To retain the services of Blankinship and ensure timely payment, the Public Works Director recommends that the Board approve Contract Amendment No. 1. This amendment will extend the contract term through May 26, 2028. This amendment will also increase Blankinship hourly billing rate by 3% annually from 2026 through 2028, with no change to the contract payment limit.

This contract includes services provided by represented classifications, and the County has met its obligations with the respective labor partner(s).

CONSEQUENCE OF NEGATIVE ACTION:
Failure to approve the contract amendment may prevent the Public Works Department from providing vegetation management services for the County in a timely manner.

1025 ESCOBAR STREET
MARTINEZ, CA 94553

CONTRA COSTA COUNTY

Staff Report

File #: 26-2364 **Agenda Date:** 6/9/2026 **Agenda #:** C.144.

To: Board of Supervisors

From: Warren Lai, Public Works Director/Chief Engineer

Report Title: Contract with Trimon, Inc. for On-Call Fleet Truck Parts Supply and Support Services, Countywide.

☒Recommendation of the County Administrator ☐ Recommendation of Board Committee

RECOMMENDATIONS:

APPROVE and AUTHORIZE the Public Works Director, or designee, to execute a contract with Trimon, Inc., in an amount not to exceed $500,000, to provide truck parts supply and support services for the period of May 1, 2026 through April 30, 2029, Countywide.

FISCAL IMPACT:

100% Fleet Internal Service Fund

BACKGROUND:

Public Works Fleet Services oversees maintenance and repair operations for more than 1,700 vehicles. Maintaining an adequate supply of parts for our fleet trucks is critical to the upkeep and repair of County vehicles.

In December 2025, the Public Works Department conducted a formal solicitation for on-call fleet truck parts supply and support services, posting the Request for Proposal on BidNet Direct (RFP_F-Contr-0000000160). Six proposals were received, and Trimon, Inc. d/b/a Monument Car Parts was among the vendors awarded the contract.

Trimon, Inc. d/b/a Monument Car Parts provides truck parts on an as-needed basis, supporting both routine stock replenishment and urgent unit-down situations to ensure reliable on-call access to fleet truck parts and related support services for County-owned vehicles and equipment.

Fleet Services is requesting approval of a service contract with Trimon, Inc. d/b/a Monument Car Parts for the term May 1, 2026 through April 30, 2029 in the amount of $500,000.

CONSEQUENCE OF NEGATIVE ACTION:

Without approval of this contract, there will be no vendor available to service and repair the fleet shop's trucks,

which would disrupt fleet operations, Countywide.

1025 ESCOBAR STREET
MARTINEZ, CA 94553

CONTRA COSTA COUNTY

Staff Report

File #: 26-2365 **Agenda Date:** 6/9/2026 **Agenda #:** C.145.

To: Board of Supervisors

From: Warren Lai, Public Works Director/Chief Engineer

Report Title: Purchase Order with Quebit Consulting LLC and continue the International Passport Advantage Express Agreement with IBM for Cloud Services.

☒Recommendation of the County Administrator ☐ Recommendation of Board Committee

RECOMMENDATIONS:
APPROVE and AUTHORIZE the Purchasing Agent, to execute, on behalf of the Public Works Department, a purchase order with Quebit Consulting LLC in an amount not to exceed $150,000, and the Public Works Director, or designee, to continue the International Passport Advantage Express Agreement with International Business Machines Corporation for cloud-based road project budgeting software for the period July 1, 2026, to June 30, 2029.

FISCAL IMPACT:
The cost to provide these services will be funded with local road funds. (100% Local Road Funds).

BACKGROUND:
In 2023, the Public Works Department (PWD) executed a purchase order with Quebit Consulting LLC to execute the International Passport Advantage Express Agreement with International Business Machines Corporation for cloud-based budgeting software for the period July 1, 2023, to June 30, 2026, to manage the County's Road Program budget and project data. Under the agreement, the PWD upgraded outdated software and moved budget and project data from aging, locally hosted servers to cloud-based servers, significantly streamlining complex budgeting processes, improving staff productivity, and providing more robust data backup and recoverability. The data are also used in production of the Capital Road Improvement and Preservation Program (CRIPP), a programming document that provides a strategic plan and schedule for engineering and maintenance work for the upcoming years. As program use continues and becomes increasingly familiar, additional process improvements are anticipated.

The PWD has determined that continuing to work with Quebit Consulting LLC is beneficial to the County for business continuity, and changing vendors at this juncture would provide no cost benefit to the County. During the 2023-2026 term, three (3) one-year purchase orders were issued; license rates increased ten percent (10%) annually. The PWD requested quotes for both one-year and three-year renewal terms and savings of approximately $10,000 can be realized available by choosing a three-year term. Additional savings will be made by negating the need for two additional purchase orders, removing costs of County staff time for processing.

CONSEQUENCE OF NEGATIVE ACTION:

If the agreement is not approved by the Board, the PWD will need to explore other options for managing the County's Road Program budget and project data, which may include purchasing new servers and software. The lengthy time required to research and procure this would cause significant delays in ongoing efforts to evaluate the road program and administer the large, complex transportation budget including maintenance and capital programs.

1025 ESCOBAR STREET
MARTINEZ, CA 94553

CONTRA COSTA COUNTY

Staff Report

File #: 26-2366 **Agenda Date:** 6/9/2026 **Agenda #:** C.146.

To: Board of Supervisors

From: Warren Lai, Public Works Director/Chief Engineer

Report Title: Contract with Fire & Risk Alliance, LLC for On-Call Fire Alarm System Design Drawing Services, Countywide.

☒Recommendation of the County Administrator ☐ Recommendation of Board Committee

RECOMMENDATIONS:
APPROVE and AUTHORIZE the Public Works Director, or designee, to execute a contract with Fire & Risk Alliance, LLC in an amount not to exceed $750,000, to provide on-call fire alarm system design drawing services at various County sites and facilities, for the period of May 1, 2026 through April 30, 2029, Countywide.

FISCAL IMPACT:
Facilities Maintenance Budget. (100% General Fund)

BACKGROUND:
The Public Works Department, Facilities Services, is responsible for the maintenance and repair of all County buildings and facilities. Government Code Section 25358 authorizes the County to contract for the maintenance and upkeep of County facilities. Fire alarm system design, installation, maintenance, upgrades, and testing are included in this type of maintenance.

The Public Works Department recently conducted a formal solicitation for on-call fire alarm system design drawing services in November of 2025. The intent was to find a contractor to design fire alarm system drawings to support the work of the County's in-house Electronic Systems Specialist team. By outsourcing the design portion of the project, the County can ensure that the fire alarm systems meet all applicable codes, standards, and jurisdictional requirements while maintaining cost efficiency.

The Request for Proposal was originally bid on Bidnet Direct #RFP_F-CONTR-0000000145. After thorough evaluation of the bids received, Fire & Risk Alliance, LLC was the only contractor awarded for these services. This contract will have a term of three (3) years with the option to extend up to an additional two (2) years. The contract payment limit will be $750,000.

Facilities Services is requesting approval of a contract with Fire & Risk Alliance, LLC for the term May 1, 2026 through April 30, 2029, in the amount of $750,000.

CONSEQUENCE OF NEGATIVE ACTION:
If this contract is not approved, on-call fire alarm system design drawing services with Fire & Risk Alliance,

LLC will not be able to begin, and future design drawings will not be completed in a timely manner.

1025 ESCOBAR STREET
MARTINEZ, CA 94553

CONTRA COSTA COUNTY

Staff Report

File #: 26-2367 **Agenda Date:** 6/9/2026 **Agenda #:** C.147.

To: Board of Supervisors

From: Warren Lai, Public Works Director/Chief Engineer

Report Title: Amendment No. 5 with TK Elevator Corporation, a Delaware Corporation, Countywide.

☒Recommendation of the County Administrator ☐ Recommendation of Board Committee

RECOMMENDATIONS:
APPROVE and AUTHORIZE the Public Works Director, or designee, to execute a contract amendment with TK Elevator Corporation, effective May 31, 2026, to increase the payment limit by $250,000 to a new payment limit of 2,050,000, increase the rates, and extend the term through May 31, 2027, for on-call elevator maintenance and repair services at various County sites and facilities, Countywide.

FISCAL IMPACT:
Facilities Maintenance Budget. (100% General Fund)

BACKGROUND:
The Public Works Department Facilities Services Division is responsible for the maintenance and emergency repairs to all County elevators. Elevator maintenance and repairs are performed by outside contractors. TK Elevator Corporation performs maintenance, scheduled repairs, emergency repairs, component upgrades, and as -needed modernization to elevators.

Government Code Section 25358 authorizes the County to contract for maintenance and upkeep of County facilities. Originally bid on BidSync #2107-490, TK Elevator Corporation was one of two contractors selected for these on-call elevator maintenance and repair services. The Public Works Department originally awarded a three (3) year contract for $1,300,000 with the term June 1, 2022 through May 31, 2025.

Amendment No. 1, effective February 1, 2024, added an additional service location to the locations and monthly rates table. Amendment No. 2, effective June 1, 2024, updated the contractor's address. Amendment No. 3, effective May 31, 2025, increased the payment limit to $1,800,000 and extended the contract term through May 31, 2026. Amendment No. 4, effective September 1, 2025, added an additional location to the rate sheet.
Facilities Services is requesting Amendment No. 5 to be approved, increasing the payment limit by $250,000 to a new payment limit of 2,050,000, increasing the rates, and extending the contract term through May 31, 2027.

CONSEQUENCE OF NEGATIVE ACTION:
If this contract amendment is not approved, the contract with TK Elevator Corporation will expire and their on-call elevator maintenance and repair services will not be available.

1025 ESCOBAR STREET
MARTINEZ, CA 94553

CONTRA COSTA COUNTY

Staff Report

File #: 26-2368 **Agenda Date:** 6/9/2026 **Agenda #:** C.148.

To: Board of Supervisors

From: Warren Lai, Public Works Director/Chief Engineer

Report Title: Contract with MCI Sales and Service, Inc. for Motor Coach and Transit Buses Maintenance and Repair Services, Countywide.

☒Recommendation of the County Administrator ☐ Recommendation of Board Committee

RECOMMENDATIONS:

APPROVE and AUTHORIZE the Public Works Director, or designee, to execute a contract with MCI Sales and Services, Inc. in an amount not to exceed $300,000, to provide motor coach and transit buses maintenance and repair services for the period of May 1, 2026 through April 30, 2031, Countywide.

FISCAL IMPACT:

100% Fleet Internal Service Fund

BACKGROUND:

Public Works Fleet Services oversees maintenance and repair operations for more than 1,700 vehicles, including several motor coach buses utilized by the Contra Costa County Sheriff's Office to transport prisoners monthly between the Bay Area and Los Angeles.

MCI Sales and Services, Inc. provide vehicle-specific tools, OEM parts, specialized equipment, and qualified technicians necessary to maintain and repair these vehicles. As the only local dealership with the capability to service this type of equipment, the contract was procured through a sole source process.

Fleet Services is requesting approval of a service contract with MCI Sales and Services, Inc. for the term May 1, 2026 through April 30, 2031 in the amount of $300,000.

CONSEQUENCE OF NEGATIVE ACTION:

Without approval of this contract, there will be no vendor available to service and repair motor coach and transit buses, which would disrupt fleet operations, Countywide.

1025 ESCOBAR STREET
MARTINEZ, CA 94553

CONTRA COSTA COUNTY

Staff Report

File #: 26-2369 **Agenda Date:** 6/9/2026 **Agenda #:** C.149.

To: Board of Supervisors

From: Warren Lai, Public Works Director/Chief Engineer

Report Title: Contract with Vehicle Maintenance Equipment LLC for Fleet Vehicle Lifts Maintenance and Repair Services, Countywide.

☒Recommendation of the County Administrator ☐ Recommendation of Board Committee

RECOMMENDATIONS:

APPROVE and AUTHORIZE the Public Works Director, or designee, to execute a contract with Vehicle Maintenance Equipment LLC, in an amount not to exceed $1,000,000, to provide fleet vehicle lifts maintenance and repair services for the period of May 1, 2026 through April 30, 2029, Countywide.

FISCAL IMPACT:

100% Fleet Internal Service Fund

BACKGROUND:

Public Works Fleet Services oversees maintenance and repair operations for more than 1,700 vehicles. The vehicle lifts located in the fleet shop are utilized daily to support fleet operations and require ongoing, as-needed maintenance and repair services.

In October 2025, the Public Works Department conducted a formal solicitation for fleet vehicle lifts maintenance and repair services, posting the Request for Proposal on BidNet Direct (RFP_F-CONTR-0000000137). Two proposals were received and Vehicle Maintenance Equipment LLC was awarded the contract.

Fleet Services is requesting approval of a service contract with Vehicle Maintenance Equipment LLC for the term May 1, 2026 through April 30, 2029 in the amount of $1,000,000.

CONSEQUENCE OF NEGATIVE ACTION:

Without approval of this contract, there will be no vendor available to service and repair the fleet shop vehicle lifts, which would disrupt fleet operations, Countywide.

CONTRA COSTA COUNTY

1025 ESCOBAR STREET
MARTINEZ, CA 94553

Staff Report

File #: 26-2370 **Agenda Date:** 6/9/2026 **Agenda #:** C.150.

To: Board of Supervisors

From: Warren Lai, Public Works Director/Chief Engineer

Report Title: APPROVE a Purchase Order with Commerce Printing Services

☒Recommendation of the County Administrator ☐ Recommendation of Board Committee

RECOMMENDATIONS:

APPROVE and AUTHORIZE the Purchasing Agent, or designee, to execute on behalf of the Public Works Director, a purchase order with Commerce Printing Services in the amount of $500,000 for miscellaneous printing services, effective July 1, 2026 through June 30, 2031, as per bid # RFP_F-Contr-0000000199, Countywide.

FISCAL IMPACT:

The cost is initially charged to the General Fund but recovered through charges to the County Departments. (100% User Departments)

BACKGROUND:

Commerce Printing Services is a long-established, California-based vendor that specializes in large-scale commercial and wide-format printing, specialty finishing services, and mailing services. While Print & Mail is equipped to handle the bulk of departmental printing requests, there are instances when requested work exceeds our in-house capabilities due to current equipment limitations. Commerce Printing Services will serve as an extension of County operations to ensure timely print order fulfillment and consistent high-quality production standards.

CONSEQUENCE OF NEGATIVE ACTION:

If this purchase order is not approved, Print & Mail will be unable to fulfill certain large-scale and specialty printing requests for County departments. This reduction in services will result in a marked increase in departmental print expenses as they will need outside fulfillment to meet their needs.

Commerce Printing
& MARKETING SOLUTIONS

April 24, 2026

Contra Costa County
Purchasing Services
Anne Ortiz
40 Muir Road, 2nd Floor
Martinez, CA 94553

Dear Anne,

Commerce Printing Services has been in business for 37 years, providing customer service–driven print production solutions throughout California. The company was recognized by *The Business Journal* in 1994 and 1995 as one of the fastest growing companies in the greater Sacramento area, and in 2000 was ranked #414 nationally in *Hispanic Business Magazine's* Top 500 Directory.

Commerce Printing is pleased to submit our proposal for the Outsourced Printing Services for the Public Works – Print and Mail Services. With extensive experience supporting government agencies, public institutions, and nonprofits, we understand the importance of accurate, timely, and effective public communication.

Since 1988, we have provided full-service printing from our Sacramento facility. We are a Certified Small and Minority Owned Business, FSC® Chain of Custody Certified, a Certified Green Business, an in-house provider of graphic design and licensed mailing services, and a union print shop committed to fair labor practices. Maya Gravel, with over 25 years of industry experience, will serve as your dedicated representative.

We appreciate your consideration and look forward to the opportunity to support Contra Costa County's Public Works Print and Mail Services Division.

Sincerely,

Maya Gravel
Print Specialist
Office: 916-442-8100; Cell: 510-316-5658
Maya@commerceprinting.com

Commerce Printing
& MARKETING SOLUTIONS

EXECUTIVE SUMMARY

Commerce Printing Services is pleased to submit this proposal for Outsourced Printing Services to Contra Costa County Public Works – Print and Mail Division.

Founded in 1988, Commerce Printing is a California-based commercial printing company providing graphic design, web, offset, digital, large-format, letterpress, finishing, and mailing services from a fully integrated 61,000-square-foot production facility in Sacramento.

We understand the County requires a qualified vendor to supplement internal Print and Mail operations for work that exceeds in-house equipment limitations, peak capacity demands, or requires specialized production capabilities. Our role is to function as a seamless extension of the County's existing operation.

Our facility supports simultaneous offset, heat-set web, digital, wide-format, finishing, and mailing workflows, allowing us to manage diverse and high-volume production requirements within a single controlled environment.

Key differentiator: Our 61,000-square-foot facility enables us to absorb overflow production without subcontracting, ensuring consistent quality control and reliable turnaround times during peak demand periods.

We provide support across all required service areas, including large-format printing, rigid and roll media, UV coating, die cutting, scoring, folding, binding, and full-service mailing and distribution.

Maya Gravel will serve as the dedicated project manager, ensuring clear communication, production coordination, and accountability throughout each project.

Commerce Printing offers Contra Costa County a stable and scalable production partner focused on consistent execution, operational reliability, and long-term service support.

Commerce Printing
& MARKETING SOLUTIONS

Scope of Services

Commerce Printing will provide outsourced printing services including, but not limited to:

Large Format & Oversized Printing

- Production beyond 14" x 20" in-house limitations
- Tabloid newsletters, oversized booklets, and publication covers
- Rigid media exceeding 50" x 55"
- Roll media printing exceeding 54" width

Specialty Finishing Services

- UV/AQ coating and protective finishes
- Die cutting, scoring, perforating, and folding
- Pocket folder converting and letterpress applications

General Commercial Print Production

- Brochures, newsletters, forms, envelopes, and letterhead
- Variable data and short-run digital printing
- High-volume offset printing for public distribution materials

Mailing Services

- Presort optimization and CASS-certified addressing
- Inserting, sealing, tabbing, and postal preparation
- Mail documentation and delivery coordination

Commerce Printing will function as an extension of County operations, ensuring seamless coordination with internal workflows and maintaining consistent production standards. Graphic Design Services are also available should the County need it.

Commerce Printing
& MARKETING SOLUTIONS

Methodology

Commerce Printing utilizes a structured, fully integrated production methodology designed to ensure accuracy, efficiency, and reliable on-time delivery.

Project Intake & Coordination

Each project is reviewed upon receipt to determine optimal production method, materials, finishing requirements, and schedule alignment. A dedicated project manager oversees all communication and workflow coordination.

Pre-Production & Proofing

- File review and technical preflight checks
- Color correction and layout validation
- Digital proofs submitted for County approval
- Press checks available upon request

Production Workflow

Commerce Printing operates a 61,000-square-foot facility equipped with web, offset, digital, wide-format, and letterpress and finishing production systems. Work is scheduled through coordinated production planning meetings (2x Daily) to ensure efficiency and deadline compliance.

Quality Control

All projects undergo multi-stage inspection including:

- Color and registration verification
- Finishing accuracy checks
- Final job validation prior to shipment

Delivery & Distribution

- Direct delivery to County facilities
- Mailing and postal submission services
- Multi-location distribution support as required

EXHIBIT A: STATEMENT OF EXPERIENCE

SECTION A

Business Name: Commerce Printing Services

Phone #: (916) 442-8100

Address: 322 N. 12th Street

City: Sacramento

State: California

ZIP: 95811

Federal Tax ID #: 68-0168958

Business License #: 67546

Business Status:

☐Non Profit Corporation

☒Corporation State of Incorporation: California

☐General Partnership

☐Limited Partnership

☐Sole Proprietorship

Other: Click or tap here to enter text.

Name and title of an Officer or owner authorized to sign this proposal and any contract with the County that may result.

Name: Maya Gravel

Title: Print Specialist

SECTION B

Number of years in business under present business name: 37 years

Other Business Name(s): N/A

Number of years under prior name if any: N/A

SECTION C

Number of years of experience in providing required, equivalent, or related projects: 37 years

SECTION D

Similar services/projects completed during the last five years?

Line #	Period	Services	Amount Paid ($)	Location (City, State)	Agency Name
1	May 2025	11x8.5 Landscape Books	$1,151	Berkeley, CA	Centerfor Ecoliteracy
2	August 2025	Invite Pkg: w/LP Score, Diecut, Glue w/mailing	$7,211	San Francisco, CA	GGNPC
3	May 2025	*Benefit Folders* – Diecut, Glue	$4,065	SF, CA	*UC Berkeley*
4	November 2025	Magazine w/Soft-Touch Lamination	$19,099	SF, CA	GGNPC
5	May 2025	Backdrop Banners 120"W x 96"H w/Stand + Case	$1,008	Sacramento, CA	Kaiser

SECTION E

Have you, or your agency failed or refused to complete a contract?

☐YES ☒ No

If yes, explain: Click or tap here to enter text.

SECTION F

Is your firm authorized to do business in the State of California? ☒Yes ☐No

SECTION G

Is your firm a State of California registered small business?

Small Business Enterprise as defined by the California Government Code, Section 14837, Chapter 3.5 means an independently owned and operated business that is not dominant in its field of operation, the principal office of which is located in California, the officers of which are domiciled in California, and which, together with affiliates, has 100 or fewer employees, and average annual gross receipts of ten million dollars ($10,000,000) or less over the previous three years, or is a manufacturer, as defined in subdivision (c), with 100 or fewer employees. Commencing January 1, 2019, the average annual gross receipts threshold shall be fifteen million dollars ($15,000,000).

☒Yes ☐No

SECTION H

Is your firm local Business?

Principal place of business is located within the boundaries of Contra Costa County.

☐Yes ☒No

SECTION I

Explain any litigation similar to the services requested by this proposal involving you, or your agency, or any principal officer(s) thereof:

N/A

SECTION J

Has your company filed any written declaration for bankruptcy protection, a potential merger or acquisition, office closure, pending lawsuits, financial loss that might affect your ability to perform under the contract? ☐Yes ☒No (if yes, please explain):

Click or tap here to enter text.

SECTION K

License Provisions

Has your company changed names or license numbers in the past 10 years? If so, please state reason for change. ☐Yes ☒No

Reason Click or tap here to enter text.

SECTION L

List the names and titles of the key personnel who would be assigned to the Project.

Name	Classification
Maya Gravel	Print Specialist
Emily Swager	Customer Service Representative
Click or tap here to enter text.	Click or tap here to enter text.
Click or tap here to enter text.	Click or tap here to enter text.
Click or tap here to enter text.	Click or tap here to enter text.
Click or tap here to enter text.	Click or tap here to enter text.

SECTION M

List all required business and professional licenses that pertain to this Project:

License Number	Type	Expiration Date
67546	Business License	9/30/2026
SR KH 28892189	Seller's Permit	None
Click or tap here to enter text.	Click or tap here to enter text.	Click or tap here to enter text.
Click or tap here to enter text.	Click or tap here to enter text.	Click or tap here to enter text.
Click or tap here to enter text.	Click or tap here to enter text.	Click or tap here to enter text.
Click or tap here to enter text.	Click or tap here to enter text.	Click or tap here to enter text.
Click or tap here to enter text.	Click or tap here to enter text.	Click or tap here to enter text.

SECTION N

Do you and your agency agree to provide additional information as required by the County to make an informed determination of qualifications?

☒Yes ☐No

By signing this Statement of Experience, you are certifying that all information provided on this form and contained within your proposal are true, and you acknowledge that if the proposal contains any false statements, the County may declare any contract or agreement made as a result of the proposal to be void.

Signature: Maya Gravel

Date: 4/24/2026

Authorized Name: Maya Gravel

Title: Print Specialist

EXHIBIT B: PRICE PROPOSAL

Please note the following:

- The County does not guarantee a specific volume to be purchased throughout the term of the contract. No minimum compensation is guaranteed.
- Freight: FOB Destination
- Payment Terms: Net 30

Price Proposal can be provided on a company specific form as long as it adheres to the requirements of information regarding descriptions and pricing information.

Line #	Item Description	% Discount From original quote price	Remarks (optional)
1	% discount provided for orders	3-15%	Depending on the Job
2	Additional discount (optional – example: early pay, high volume, etc)	2%	Within 10Days - Payment

Commerce Printing offers a tiered discount structure to accommodate the wide range of products requested under this contract. Discounts are applied based on production type, volume, and complexity:

This approach ensures that Contra Costa County receives competitive and sustainable pricing across diverse project types while maintaining quality, accuracy, and delivery reliability.
Final discounts will be confirmed at the time of quote based on specific job requirements.

I have read, understood, and agreed to the terms and conditions of all contents of this RFP.

The undersigned agrees to furnish the service stipulated in the RFP as stated.

SIGNATURE: Maya Gravel

NAME: Maya Gravel

COMPANY: Commerce Printing Services

ADDRESS: 322 N. 12th Street, Sacramento, CA 95811

TELEPHONE: 916-442-8100

DATE: April 24, 2026

EMAIL: maya@commerceprinting.com

EXHIBIT C: CUSTOMER REFERENCES

Company Name: CSU Sacramento	**Contact Person:** Laura Locket
Address: 6000 J Street	**Tel. Number:** 916 278-6963
City, State, Zip: Sacramento, CA 95819	**Email Address:** lockett@csus.edu
Services Provided / Date(s) of Service: Printing & Mailing of catalogs, handbooks, postcards, brochures, calendars. April 1998 - Present	

Company Name: East Bay Regional Park District (EBRPD)	**Contact Person:** Jaski Singh
Address: 2950 Peralta Oaks Court	***Tel. Number:*** (510) 544-2210
City, State, Zip: Oakland, CA 94605	**Email Address:** JSingh@ebparks.com
Services Provided / Date(s) of Service: Printing & Mailing of calendars, brochures, maps, guides and postcards. April 2019 - Present	

Company Name: City of West Sacramento	**Contact Person:** Meaghan Stiles
Address: 1110 West Capitol Avenue	**Tel. Number:** 916-617-4500
City, State, Zip: West Sacramento, CA 95691	**Email Address:** Meaghans@cityofwestsacramento.org
Services Provided / Date(s) of Service: Printing and mailing of magazines, flyers, brochures, postcards, posters, stickers for water bottles, stationeries and door hangers. December 2004 - Present	

EXHIBIT D: ANTI-COLLUSION STATEMENT

By signing this form, the Bidder agrees that this quote is made without any other understanding, agreement, or connection with any person, corporation, or firm submitting a quote for the same purpose and that the quote is in all respects fair and without collusion or fraud,

IT IS AGREED BY THE UNDERSIGNED BIDDER, THAT THE SIGNING AND DELIVERY OF THE QUOTE REPRESENTS THE BIDDER'S ACCEPTANCE OF THE TERMS AND CONDITIONS OF THE FORGOING SPECIFICATIONS AND PROVISIONS, AND IF AWARDED, THIS CONTRACT WILL REPRESENT THE AGREEMENT BETWEEN THE BIDDER AND THE COUNTY.

NAME OF FIRM: Commerce Printing Services

[Sign in ink in the space provided below]

SIGNED BY: Kaya Graul

TITLE: Print Specialist

ADDRESS: 322 N. 12th St., Sacramento, CA 95811

CITY & STATE: Sacramento, CA

TELEPHONE: 916-442-8100

Commerce Printing & MARKETING SOLUTIONS

Key Personnel Resumes

Maya Gravel

Project Manager / Print Specialist

Maya Gravel brings over 25 years of experience in print production, project management, and client services. She will serve as the dedicated point of contact for CCC, overseeing scheduling, production coordination, and delivery to ensure accuracy and on-time completion.

Prior to joining Commerce Printing, Maya spent over 23 years with Dakota Press, including serving a s Vice President of Operations. She has extensive experience managing public agency contracts and maintaining long-term client relationships, including work with Central Contra Costa Water District, Santa Clara Valley Transportation Authority, East Bay Regional Park District, and East Bay Municipal Utility District.

Education: Bachelor's Degree in Business Administration with a Minor in Marketing, California State University, Hayward

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Emily Swager

Customer Service Representative

Emily Swager has over 3 years of experience in the commercial printing industry, supporting customer service, administrative coordination, and production workflow management. She works closely with sales representatives, production teams, and clients to ensure accurate job intake, clear communication, and timely execution of print projects.

At Commerce Printing, she manages order processing, data entry, and production coordination support across multiple departments. She also assists with basic prepress file review and has exposure to digital and specialty production equipment, including Xerox iGen4 and Mimaki flatbed and kiss-cut systems. Emily has supported projects involving clients such as Sony PlayStation, Google, and various state and municipal agencies in a production support capacity focused on accuracy and workflow coordination.

Education: Associates Degree in Business Administration with a minor in Accounting.

Commerce Printing
& MARKETING SOLUTIONS

Staffing Plan

Commerce Printing assigns a dedicated team to ensure consistent execution and communication for all Contra Costa County projects. With a staff of over 70 employees and extended multi-shift production hours, we maintain the capacity and flexibility to meet demanding schedules and support time-sensitive project requirements.

Key Account Management

Maya Gravel – Project Manager / Client Lead
Primary contact responsible for scheduling, production oversight, and client communication.
25+ years of print production and public agency experience.

Emily Swager – Customer Service Representative
Emily Swager is the dedicated Customer Service Representative supporting Contra Costa County, with 3+ years of print experience in job coordination, scheduling, and client support.

Executive Oversight

Gilberto Caravantes – Owner & President
Responsible for operational leadership, quality assurance, and long-term client relationship stability. 38 years of industry experience.

Production Team

Christy Klotz, Production Manager, brings over 25 years of experience in print production and serves as the central coordination point across all departments from prepress through delivery. She conducts twice-daily production meetings to ensure all in-house projects remain on schedule and aligned with client deadlines.

Production & Support Staff

- Cross-trained press operators and bindery technicians
- Dedicated customer service support per job queue
- Pressroom operating up to 16 hours daily with weekend capacity

Contra Costa County Business Opportunities

REGISTRATION AND CERTIFICATION FORM

If you are interested in receiving information regarding upcoming business opportunities with Contra Costa County, please fill out the form below. Your information will be included in the County's SBE and Outreach Databases and used by County departments to: 1) notify you regarding upcoming contracting and bidding opportunities and/or 2) certify your firm as a Small Business Enterprise (if applicable).

SECTION 1 – CONTACT INFORMATION

Name of Firm (Print)	Commerce Printing Services
Street Address (City, State)	322 N. 12th St., Sacramento, CA 95811 (Zip Code)
Mailing Address (City, State)	Same as above (Zip Code)
Contact Numbers (Check preferred)	
☐ Business Phone Number	(916) 442 -- 8100
☑ Cell Phone Number	(510) 316 -- 5658
Fax Number	(916) 448 -- 2727
E-mail	mayae@commerceprinting.com
Employer Identification # (if applicable)	

SECTION 2 – WORK CONDUCTED BY FIRM (Generally describe what your firm does)

Vendor/Supplier	Commercial Printing
Consultant/ Service Provider	Graphic Design for Print / Mailing Service
Construction	
Other (If none of the above categories apply)	

SECTION 3 –DESCRIPTION OF BUSINESS

Description of Business Type (Check all that apply):

☑ ***Small Business Enterprise (SBE)*** – independently owned and operated; cannot be dominant in its field of operation; must have its principal office located in California; must have its owners (or officers in the case of a corporation) domiciled in California; **AND** together with affiliates, be either: a business with 100 or fewer employees, an an average annual gross receipts of $14 million or less over the previous three tax years, or a manufacturer with 100 or fewer employees.

☑ ***Minority Business Enterprise (MBE)*** - at least 51% owned and managed on a daily basis by one or more minorities who are citizens or lawful permanent residents of the United States and member(s) of a recognized ethnic or racial group **AND** its home office is located in the United States.

☐ ***Women Business Enterprise (WBE)*** - at least 51% owned and managed on a daily business by one or more women who are citizens or lawful permanent residents of the United States **AND** its home office is located in the United States.

☐ ***Disadvantaged Business Enterprise (DBE)*** - at least 51% owned and managed on a daily business by socially- and economically-disadvantaged individuals (pursuant to Section 3 of the Small Business Act). DBE certifications are used only for state- or federally-funded projects that have DBE goals or requirements.

☐ ***Disabled Veteran Business Enterprise (DVBE)*** - at least 51% owned and managed on a daily basis by one or more disabled veterans of the military, naval, or air service of the United States with a service-connected disability of at least 10 percent, and who is also a resident of California; **AND** a sole proprietorship corporation or partnership with its home office located in the United States that is not a subsidiary of a foreign firm.

☐ ***Local Business Enterprise (LBE)*** - principal place of business is located within the boundaries of Contra Costa County.

☐ ***None of the above***

Contra Costa County Business Opportunities

REGISTRATION AND CERTIFICATION FORM

SECTION 4 – CERTIFICATION BY OTHER AGENCIES

State-Certified SBE: Yes ☑ No ☐ State Certification #: 3258

If "Yes," please attach documentation.

Are you certified with any other agencies as a: Minority Business Enterprise (MBE), Woman Business Enterprise (WBE), Disabled Veteran Business Enterprise (DVBE), or Disadvantaged Business Enterprise (DBE): Yes ☑ No ☐

If "Yes," please list agency **AND** attach documentation: MBE

SECTION 5 – ACKNOWLEDGEMENT OF COUNTY'S USE OF BUSINESS INFORMATION

The undersigned acknowledges and agrees that the information provided in this form may be included in the SBE and Outreach databases maintained by or for the County, including the e-Outreach system described below.

SECTION 6 – UPDATING CONTACT INFORMATION AND BUSINESS STATUS

Firms interested in business opportunities with Contra Costa County are strongly encouraged to register on the e-Outreach system maintained for the County at: https://www.bidnetdirect.com. Although the information contained in this form will be added to that system, firms are encouraged to register and update their information on the above website to 1) provide more detailed information regarding their area of work, and 2) ensure that they continually receive notices about business opportunities with Contra Costa County.

Your firm's registration with Contra Costa County will be valid for three years from the date this form is entered into the County's database. After that three-year period, your firm will be required to either confirm or update the information contained herein.

SECTION 7 – CERTIFICATION OF BUSINESS INFORMATION

The undersigned certifies and swears under penalty of perjury that all information contained in this form is true and correct. **Any material misrepresentation will be grounds for terminating any purchase orders or contracts which may be or have been awarded as well as deleting the business from the online SBE and Outreach databases maintained by the County and the County's database contractor.**

By Maya Gravel — Print Name

Print Specialist — Title

Maya Gravel — Signature

April 24, 2026 — Date

Return this Self-Certification Form to:

Contra Costa County
Public Works, Purchasing Division
40 Muir Road, 2nd Floor
Martinez, CA 94553
Fax: 925-372-3643

For clarification or assistance with this form, please contact:

Contra Costa County
Purchasing Division
Phone: 925-655-3100

Printed on: 11/11/2025 1:53:36 PM

To verify most current certification status go to: https://www.caleprocure.ca.gov

DGS
CALIFORNIA DEPARTMENT OF GENERAL SERVICES

Office of Small Business & DVBE Services

Certification ID: 3258

Legal Business Name:
COMMERCE PRINTING SERVICES

Doing Business As (DBA) Name 1:
COMMERCE PRINTING SERVICES

Doing Business As (DBA) Name 2:

Address:
322 NORTH 12TH ST
SACRAMENTO
CA 95811

Email Address:
gil@commerceprinting.com

Business Web Page:
http://www.commerceprinting.com

Business Phone Number:
916/442-8100

Business Fax Number:
916/448-2727

Business Types:
Service

Certification Type	Status	From	To
SB	Approved	11/11/2025	11/30/2027

Stay informed! KEEP YOUR CERTIFICATION PROFILE UPDATED!
-LOG IN at CaleProcure.CA.GOV

Questions?
Email: Certification@dgs.ca.gov
Call OSDS Main Number: 916-375-4940
707 3rd Street, 1-400, West Sacramento, CA 95605

THIS CERTIFIES THAT

Commerce Printing Services

dba Commerce Printing Services

NMSDC
National Minority Supplier Development Council

* Nationally certified by the: **WESTERN REGIONAL MINORITY SUPPLIER DEVELOPMENT COUNCIL**

*NAICS Code(s): 323111; 323117

* Description of their product/services as defined by the North American Industry Classification System (NAICS)

02/28/2025
Issued Date

WR01971
Certificate Number

02/28/2026
Expiration Date

Ying McGuire
NMSDC CEO and President

Donna Ruff
Donna Ruff, President

By using your password (NMSDC issued only), authorized users may log into NMSDC Central to view the entire profile: http://nmsdc.org

Certify, Develop, Connect, Advocate.

* MBEs certified by an Affiliate of the National Minority Supplier Development Council, Inc.®

CommercePrinting SERVICES
Service, quality, trust - we stand on it

322 N. 12th Street
Sacramento, CA 95811
Tel: 916-442-8100
Fax: 916-448-2727
www.commerceprinting.com

City of SACRAMENTO
Finance Department

BUSINESS OPERATIONS TAX CERTIFICATE

Business Name	COMMERCE PRINTING SERVICES
Business Address	322 N 12TH ST
Owner	GIL CARAVANTES
Type of Business	Printers
Tax Classification	Gross Receipts
Expires	09/30/2026
Mailing Address	GIL CARAVANTES COMMERCE PRINTING SERVICES 322 N 12TH ST SACRAMENTO, CA 95811-0528

67546

CITY OF SACRAMENTO
DEPARTMENT OF FINANCE
MARK OF AUTHENTICATION

MUST BE POSTED IN CONSPICUOUS PLACE

This certificate is not to be construed as a business license or imply that the City of Sacramento has investigated, or approves or recommends, the holder of this certificate. Any representation to the contrary is fraudulent. This certificate must be renewed within 30 days of expiration. Starting January 1, 2021, Assembly Bill 1607 requires the prevention of gender-based discrimination of business establishments. A full notice is available in English or other languages by going to: https://www.dca.ca.gov/publications/

CommercePrinting SERVICES
Service, quality, trust ...we say it in ink.

322 N. 12th Street
Sacramento, CA 95811
Tel: 916-442-8100
Fax: 916-448-2727
www.commerceprinting.com

DISPLAY CONSPICUOUSLY AT PLACE OF BUSINESS FOR WHICH ISSUED

CALIFORNIA STATE BOARD OF EQUALIZATION

SELLER'S PERMIT

STATE BOARD OF EQUALIZATION · EUREKA · STATE OF CALIFORNIA

ACCOUNT NUMBER

1/1/1991 SR KH 28892189

COMMERCE PRINTING SERVICES
COMMERCE PRINTING SERVICES
322 N.12TH STREET
SACRAMENTO, CA 95814

THIS PERMIT DOES NOT AUTHORIZE THE HOLDER TO ENGAGE IN ANY BUSINESS CONTRARY TO LAWS REGULATING THAT BUSINESS OR TO POSSESS OR OPERATE ANY ILLEGAL DEVICE.

IS HEREBY AUTHORIZED PURSUANT TO SALES AND USE TAX LAW TO ENGAGE IN THE BUSINESS OF SELLING TANGIBLE PERSONAL PROPERTY AT THE ABOVE LOCATION

Not valid at any other address

THIS PERMIT IS VALID UNTIL REVOKED OR CANCELED BUT IS NOT TRANSFERABLE. IF YOU SELL YOUR BUSINESS, OR DROP OUT OF A PARTNERSHIP, NOTIFY US OR YOU COULD BE RESPONSIBLE FOR SALES AND USE TAXES OWED BY THE NEW OPERATOR OF THE BUSINESS.

BOE-442-R-LZ REV. 12 (6-95)

Secretary of State
Certificate of Status

I, SHIRLEY N. WEBER, PH.D., California Secretary of State, hereby certify:

Entity Name:	COMMERCE PRINTING SERVICES
Entity No.:	1622662
Registration Date:	08/30/1988
Entity Type:	Stock Corporation - CA - General
Formed In:	CALIFORNIA
Status:	Active

The above referenced entity is active on the Secretary of State's records and is authorized to exercise all its powers, rights and privileges in California.

This certificate relates to the status of the entity on the Secretary of State's records as of the date of this certificate and does not reflect documents that are pending review or other events that may impact status.

No information is available from this office regarding the financial condition, status of licenses, if any, business activities or practices of the entity.

IN WITNESS WHEREOF, I execute this certificate and affix the Great Seal of the State of California this day of April 14, 2025.

SHIRLEY N. WEBER, PH.D.
Secretary of State

Certificate No.: 317192835

To verify the issuance of this Certificate, use the Certificate No. above with the Secretary of State Certification Verification Search available at **biz**fileOnline.sos.ca.gov.

Form **W-9**
(Rev. March 2024)
Department of the Treasury
Internal Revenue Service

Request for Taxpayer Identification Number and Certification

Go to *www.irs.gov/FormW9* for instructions and the latest information.

Give form to the requester. Do not send to the IRS.

Before you begin. For guidance related to the purpose of Form W-9, see *Purpose of Form*, below.

Print or type. See *Specific Instructions* on page 3.

1 Name of entity/individual. An entry is required. (For a sole proprietor or disregarded entity, enter the owner's name on line 1, and enter the business/disregarded entity's name on line 2.)

Commerce Printing Services

2 Business name/disregarded entity name, if different from above.

3a Check the appropriate box for federal tax classification of the entity/individual whose name is entered on line 1. Check only **one** of the following seven boxes.

☐ Individual/sole proprietor ☑ C corporation ☐ S corporation ☐ Partnership ☐ Trust/estate

☐ LLC. Enter the tax classification (C = C corporation, S = S corporation, P = Partnership) . . . . .

Note: Check the "LLC" box above and, in the entry space, enter the appropriate code (C, S, or P) for the tax classification of the LLC, unless it is a disregarded entity. A disregarded entity should instead check the appropriate box for the tax classification of its owner.

☐ Other (see instructions)

4 Exemptions (codes apply only to certain entities, not individuals; see instructions on page 3):

Exempt payee code (if any)

Exemption from Foreign Account Tax Compliance Act (FATCA) reporting code (if any)

(Applies to accounts maintained outside the United States.)

3b If on line 3a you checked "Partnership" or "Trust/estate," or checked "LLC" and entered "P" as its tax classification, and you are providing this form to a partnership, trust, or estate in which you have an ownership interest, check this box if you have any foreign partners, owners, or beneficiaries. See instructions . . . . . ☐

5 Address (number, street, and apt. or suite no.). See instructions.

322 N. 12th Street

Requester's name and address (optional)

6 City, state, and ZIP code

Sacramento, CA 95811

7 List account number(s) here (optional)

Part I Taxpayer Identification Number (TIN)

Enter your TIN in the appropriate box. The TIN provided must match the name given on line 1 to avoid backup withholding. For individuals, this is generally your social security number (SSN). However, for a resident alien, sole proprietor, or disregarded entity, see the instructions for Part I, later. For other entities, it is your employer identification number (EIN). If you do not have a number, see *How to get a TIN*, later.

Note: If the account is in more than one name, see the instructions for line 1. See also *What Name and Number To Give the Requester* for guidelines on whose number to enter.

Social security number

			–			–				

or

Employer identification number

6	8	–	0	1	6	8	9	5	8

Part II Certification

Under penalties of perjury, I certify that:

1. The number shown on this form is my correct taxpayer identification number (or I am waiting for a number to be issued to me); and
2. I am not subject to backup withholding because (a) I am exempt from backup withholding, or (b) I have not been notified by the Internal Revenue Service (IRS) that I am subject to backup withholding as a result of a failure to report all interest or dividends, or (c) the IRS has notified me that I am no longer subject to backup withholding; and
3. I am a U.S. citizen or other U.S. person (defined below); and
4. The FATCA code(s) entered on this form (if any) indicating that I am exempt from FATCA reporting is correct.

Certification instructions. You must cross out item 2 above if you have been notified by the IRS that you are currently subject to backup withholding because you have failed to report all interest and dividends on your tax return. For real estate transactions, item 2 does not apply. For mortgage interest paid, acquisition or abandonment of secured property, cancellation of debt, contributions to an individual retirement arrangement (IRA), and, generally, payments other than interest and dividends, you are not required to sign the certification, but you must provide your correct TIN. See the instructions for Part II, later.

Sign Here | **Signature of U.S. person** [signature] **Date** April 24, 2026

General Instructions

Section references are to the Internal Revenue Code unless otherwise noted.

Future developments. For the latest information about developments related to Form W-9 and its instructions, such as legislation enacted after they were published, go to *www.irs.gov/FormW9*.

What's New

Line 3a has been modified to clarify how a disregarded entity completes this line. An LLC that is a disregarded entity should check the appropriate box for the tax classification of its owner. Otherwise, it should check the "LLC" box and enter its appropriate tax classification.

New line 3b has been added to this form. A flow-through entity is required to complete this line to indicate that it has direct or indirect foreign partners, owners, or beneficiaries when it provides the Form W-9 to another flow-through entity in which it has an ownership interest. This change is intended to provide a flow-through entity with information regarding the status of its indirect foreign partners, owners, or beneficiaries, so that it can satisfy any applicable reporting requirements. For example, a partnership that has any indirect foreign partners may be required to complete Schedules K-2 and K-3. See the Partnership Instructions for Schedules K-2 and K-3 (Form 1065).

Purpose of Form

An individual or entity (Form W-9 requester) who is required to file an information return with the IRS is giving you this form because they

Commerce Printing & MARKETING SOLUTIONS

Insurance Requirements

Upon award of contract, Commerce Printing Services will provide a Certificate of Liability Insurance (COI) and Additional Insured Endorsement Letter, if applicable, in accordance with County requirements. We will also provide proof of Auto Insurance and the corresponding Auto Insurance Declaration. In the event that organizational vehicles are not utilized for contract performance, the required auto insurance documentation will be supplemented with the appropriate individual operator's auto insurance information as needed.

1025 ESCOBAR STREET
MARTINEZ, CA 94553

CONTRA COSTA COUNTY

Staff Report

File #: 26-2371 **Agenda Date:** 6/9/2026 **Agenda #:** C.151.

To: Board of Supervisors

From: Warren Lai, Public Works Director/Chief Engineer

Report Title: Amendment to Real Property Services Agreement between County and Contra Costa Transportation Authority

☒Recommendation of the County Administrator ☐ Recommendation of Board Committee

RECOMMENDATIONS:
APPROVE and AUTHORIZE the Chair, Board of Supervisors, to execute, on behalf of the County, Amendment No. 1 to a Real Property Services Agreement with Contra Costa Transportation Authority (CCTA), effective June 9, 2026, to increase the County's maximum compensation by $350,000, for a new total of $670,000, for I680/SR4 Interchange Project Phases 1, 2A, and 4 right-of-way acquisition, as recommended by the Public Works Director, Martinez/Pacheco Area. Project No. 4660-6X4175/Federal Project No. 04200001561.

FISCAL IMPACT:
100% Contra Costa Transportation Authority Funds. CCTA will pay the actual costs of compensation and right way services performed by the Real Estate Division, up to the new payment limit.

BACKGROUND:
CCTA requires a variety of right-of-way services related to the I-680/SR4 Interchange Project Phases 1, 2A and 4, but has no right-of-way staff. CCTA has contracted with the County for these services. The County's services include right-of-way acquisition, appraisal valuation, relocation, condemnation (as needed and if approved by the Board of Supervisors), demolition, property maintenance, and file close out for the project.

On April 9, 2024, the Board approved the original agreement between the County and CCTA. Additional funds from CCTA are required for the County to provide the necessary compensation to property owners. Accordingly, this amendment increases the total agreement value by $350,000, for a total agreement value of $670,000, to reflect a $320,000 increase in the budgeted amount for negotiations and acquisitions.

CONSEQUENCE OF NEGATIVE ACTION:
The County will not be able to meet the obligations of Right of Way Contracts as part of the acquisition process.

CONTRA COSTA TRANSPORTATION AUTHORITY

AMENDMENT NO. 1
TO AGREEMENT NO. 692
BETWEEN
THE CONTRA COSTA TRANSPORTATION AUTHORITY
AND COUNTY OF CONTRA COSTA

This Amendment No. 1 ("Amendment") to Agreement No. 692 (the "Agreement") is made and entered into as of this 9th day of June, 2026, ("Amendment Effective Date") by and between the Contra Costa Transportation Authority, a transportation authority established under Public Utilities Code Section 180000 *et seq.,* ("Authority") with its principal place of business at 2999 Oak Road, Suite 100, Walnut Creek, CA 94597, and County of Contra Costa, a political subdivision of the State of California, ("County") with its principal place of business at 1025 Escobar Street, Martinez, CA 94553. The Authority and the County are sometimes referred to in this Amendment individually as a "Party" and together as the "Parties." Capitalized terms used but not defined in this Amendment have the meanings ascribed to them in the Agreement.

1. Recitals

1.1 The Authority and County entered into the Agreement to set forth their roles and responsibilities connected with right of way acquisition for the Project. The County is responsible for Project right of way acquisition, and the Authority is responsible for paying the County for those services and related costs, fees, and expenses, all in accordance with the terms of the Agreement.

1.2 The Parties now desire to amend the Agreement to increase the not-to-exceed compensation amount by $350,000, from $320,000, to a new not-to-exceed compensation amount of $670,000, due to increases in the budget allocation for negotiations/acquisition.

NOW, THEREFORE, for good and valuable consideration, the receipt and adequacy of which are hereby acknowledged, the Parties agree to amend the Agreement, as follows:

2. Amendment

2.1 Payment Limit. The final sentence in Section 4 of the Agreement is hereby deleted in its entirety and replaced with the following new final sentence, to read:

"Total payments to County shall not exceed $670,000 unless authorized by CCTA in writing."

2.2 Attachment 1 Budget. Attachment 1 to the Agreement is deleted and replaced with Attachment 1 (Amendment 1), attached hereto, reflecting that the budget allocation for NEGOTIATIONS/ACQUISTION is increased by $350,000, from $45,000, to a new allocation of $395,000, for a new total not-to-exceed budget amount of $670,000.

2.3 Continuing Effect of Agreement. Except as amended by this Amendment No. 1, all other provisions of the Agreement remain unchanged and in full force and effect and shall govern the actions of the Parties. From and after the Amendment Effective Date, whenever the term "Agreement" appears in the Agreement, it shall mean the Agreement as amended by this Amendment No. 1.

2.4 Severability. If any portion of this Amendment No. 1 is declared invalid, illegal, or otherwise unenforceable by a court of competent jurisdiction, the remaining provisions shall continue in full force and effect.

2.5 Counterparts. This Amendment No. 1 may be executed in counterparts that, when taken together, constitute one and the same instrument.

[Signatures on Next Page]

SIGNATURE PAGE FOR AMENDMENT NO. 1 TO AGREEMENT NO. 692
BETWEEN THE CONTRA COSTA TRANSPORTATION AUTHORITY
AND COUNTY OF CONTRA COSTA

IN WITNESS WHEREOF, the Parties have entered into this Amendment No. 1 as of the Amendment Effective Date.

CONTRA COSTA TRANSPORTATION AUTHORITY

By: _____
Darlene Gee
Chair

ATTEST:

By: _____
Tarienne Grover
Clerk of the Board

APPROVED AS TO FORM AND LEGALITY:

By: _____
REDWOOD PUBLIC LAW, LLP
Authority Counsel

COUNTY OF CONTRA COSTA

By: _____
Diane Burgis
Chair, Board of Supervisors

Recommended to the County Board of Supervisors for Approval:

I hereby certify that this is a true and correct copy of an action taken and entered on the minutes of the Board of Supervisors on the date shown.

By: _____
Jessica L. Dillingham
Principal Real Property Agent

By: _____
Warren Lai
Public Works Director

Approved as to Form:
Thomas L. Geiger, County Counsel

By: _____
Stephen Siptroth
Assistant County Counsel

Contra Costa Transportation Authority
Historical Summary of Agreement
Agreement No. 692

Date	Agreement Amendment	Amount of Amendment	Total Agreement Amount	Description
4/17/2024	Original Agreement	N/A	$320,000	Original agreement for this project. Appraisal review; negotiations; land rights document preparation; right of way acquisition; relocation; and/or supervision of independent contractors providing such services; condemnation and related work as required and supported by law (all of which constitute "Services").
6/9/2026	Amendment No. 1	$350,000	$670,000	To provide compensation to the county for the ROW acquisition.

ATTACHMENT 1 (Amendment 1)

Project: I680/HY 4 Interchange Project Phases 1, 2A & 4

The payment limit as set forth in Attachment 1 of the Agreement is increased by $350,000 from $45,000 to a new Payment Limit of $670,000. This increase is based on the following budget allocation.

Right of Way Services

ADMINISTRATION	$165,000
APPRAISAL SUPPORT	$ 25,000
NEGOTIATIONS/ACQUISITION	$350,000
CONDEMNATION SUPPORT	$ 35,000
RELOCATION SUPPORT	$ 20,000
COUNTY COUNSEL SUPPORT	$ 30,000
TOTAL	**$670,000**

1025 ESCOBAR STREET
MARTINEZ, CA 94553

CONTRA COSTA COUNTY

Staff Report

File #: 26-2372 **Agenda Date:** 6/9/2026 **Agenda #:** C.152.

To: Board of Supervisors

From: Warren Lai, Public Works Director/Chief Engineer

Report Title: Participating Addendum with Bob J. Barker Company, Inc.

☒Recommendation of the County Administrator ☐ Recommendation of Board Committee

RECOMMENDATIONS:
APPROVE and AUTHORIZE the Purchasing Agent, or designee, to execute, on behalf of the County, a Participating Addendum with Bob J. Barker Company, Inc., in an amount not to exceed $400,000, for detention related goods and supplies for use Countywide during the period of June 9, 2026 through April 3, 2027, under the terms of the Master Agreement awarded by the County of Sacramento, Countywide.

FISCAL IMPACT:
Product costs paid by County Departments (100% User Departments).

BACKGROUND:
Contra Costa Purchasing Services is requesting approval of a Participating Addendum for detention-related goods and supplies to support the needs of multiple county departments. Categories include but are not limited to: clothing, footwear, bedding and linen, mattresses, and personal hygiene products. Products are guaranteed through the master contract awarded by the County of Sacramento, CA., Omnia Partner Purchasing Cooperative Program. Approval of this agreement provides the County with discounted products and no minimum purchase requirements.

CONSEQUENCE OF NEGATIVE ACTION:
Without approval, the County would pay full price on detention supplies.

PARTICIPATING ADDENDUM
for
Inmate and Detention Supplies, Solutions, and Services
under OMNIA Purchasing Cooperative Program

Participating Entity:
CONTRA COSTA COUNTY
Omnia Partner No.: 1135067

Contractor: **Bob Barker Company**

This Participating Addendum ("Addendum") is made and entered into as of June 9, 2026 ("Effective Date"), by and between Contra Costa County, a political subdivision of the State of California ("County"), and Bob J. Barker Company, Inc., an North Carolina corporation ("Contractor"), whose principal place of business registered with the California Secretary of State is 7925 Purfoy Road, Fuquay-Varina, North Carolina 27576. County and Contractor are sometimes referred to herein together as the "Parties," and each as a "Party."

Recitals

WHEREAS, Contractor entered into Contract # WA00046786 on or about April 4, 2025 with the County of Sacramento, a political subdivision of the State of California, for inmate and detention supplies, in accordance with the terms and conditions of 2024-RFP-0378, Contractor's response to 2024-RFP-0378, and the Pricing Table and National Discount exhibit attached thereto (the "Master Contract"). A copy of the Master Contract is attached hereto as Exhibit A and incorporated herein. The Master Contract is made available to public agencies nationally by OMNIA Public Purchasing Alliance ("OMNIA").

WHEREAS, County has determined that entering into a Participating Addendum with Contractor under the OMNIA program provides a benefit to County, but that certain terms in the Master Contract must be modified and/or supplemented to satisfy legal requirements that apply to County as a California public agency.

Addendum

NOW, THEREFORE, for good and valuable consideration the receipt and adequacy of which are hereby acknowledged, the Contractor and County agree as follows:

1. Term. The term of this Addendum begins on the Effective Date, and it expires on April 3, 2027. The term of this Addendum may be extended, provided that the Master Contract is extended by at least the same amount of time. Any extension of the term of this Addendum is subject to the prior approval of County's governing body. If the Master Contract is terminated prior to the expiration of the term of this Addendum, the Contractor shall continue to perform under this Addendum until the term of this Addendum expires.

2. Payment Limit. County's total payments to the Contractor under this Addendum shall not exceed $400,000 ("Payment Limit"). Nothing in this Addendum obligates County to make any purchases, or any particular volume of purchases, under this Addendum. This Addendum is not exclusive, and County expressly reserves its right to enter into other contracts for the purchase of

the same or similar equipment, supplies, and materials from other vendors. If County issues any purchase orders to make purchases under this Addendum, County will be responsible for ensuring that the sum of all such purchase orders does not exceed the Payment Limit.

3. Changes to Master Contract. For the purposes of this Addendum, the terms of the Master Contract are incorporated in, and made a part of, this Addendum, except to the extent the terms of the Master Contract are modified by this Addendum, as follows:

    a. Each reference to "County" and "Sacramento County" in the Master Contract shall be deemed to be references to "Contra Costa County."

    b. Section 4. is deleted in its entirety.

    c. The term "County of Sacramento General Conditions" in Section 8 is deleted and replaced with "Contra Costa County Terms & Conditions," which are attached as Exhibit B and incorporated herein.

    d. References to "Sacramento" in Section 12 are deleted and replaced with "Contra Costa."

    e. The following is added as new Section 29 (Public Records) to the Master Contract:

        "17. Public Records. The County is required to comply with the California Public Records Act (Cal. Gov. Code, § 7920.000, et seq.) and the County's Better Government Ordinance (Contra Costa County Ordinance Code, Division 25), discovery requests, subpoenas, and court orders. Notwithstanding anything to the contrary, this Agreement and all materials produced for or provided to County under this Agreement will be disclosed upon request if County determines the materials constitute disclosable public records under the California Public Records Act or under the Better Government Ordinance, or if County determines the materials are responsive to a discovery request, subpoena, or court order."

4. Governing Law. Notwithstanding anything to the contrary in the Master Contract, this Addendum shall be governed by and construed in accordance with the laws of the State of California, without regard to conflict of law principles. Any litigation to enforce or interpret this Addendum shall be filed and prosecuted in a state or federal court in California where venue is proper, and which has jurisdiction over the parties and over the subject matter of the litigation.

5. No Joint Venture. At all times during the term of this Addendum, neither party will function as or represent it to be the other party or its agent, and no officer, employee or agent of one party shall hold himself or herself out to be an officer, employee or agent of the other party. This Addendum does not create any rights or obligations between the parties other than those expressly set forth herein, and nothing in this Addendum shall be construed as conferring any rights upon any third parties or any other party other than County and Contractor.

6. Affiliated Entities. Notwithstanding anything to the contrary in the Master Contract or in this Addendum, if any authorized distributor/dealer performs any of Contractor's obligations under this Addendum, or if County issues a purchase order to an authorized distributor/dealer identifying the purchase is made pursuant to this Addendum, the Contractor shall be solely responsible for ensuring the authorized distributor/dealer performs in accordance with the terms of this Addendum, and Contractor shall be liable for any failure by the authorized distributor/dealer to perform in accordance with the terms of this Addendum. Contractor's obligations under this section shall survive the termination or expiration of this Addendum.

7. Amendment. This Addendum may be amended or modified at any time by mutual agreement of the parties in writing.

8. Termination. Notwithstanding anything to the contrary in the Master Contract, either County or the Contractor may terminate this Addendum at any time upon sixty (60) days written notice to the other party at the other party's address specified in Section 11 (Notices) of this Addendum.

9. Performance. Contractor affirms that there are no encumbrances or obstacles, which will prohibit its performance pursuant to the terms of this Addendum. Contractor shall be solely responsible for guaranteeing any of its authorized distributors/dealers perform in accordance with the requirements of this Addendum. If County issues any purchase orders to acquire goods or services under this Addendum, to the extent that there is any conflict between the terms of the purchase order and a term in this Addendum, the terms of this Addendum shall govern and prevail over the conflicting term in the purchase order.

10. Order of Precedence. If there is any conflict between any terms of this Addendum, the Master Contract, or any purchase order issued to Contractor under this Addendum, the order of precedence for interpreting the Parties' obligations shall be: first, this Addendum; second, the Master Contract; and, third, any purchase order issued under this Addendum.

11. Notices. Notices to the parties shall be provided to:

Contractor

Bob J. Barker Company, Inc.
7925 Purfoy Road, Fuquay-Varina
North Carolina 27576
Contact: Ruchal Smith
Telephone: (919) 346-2189
Email: ruchalsmith@bobbarker.com

County:

Contra Costa County, Purchasing Services
255 Glacier Drive, building 500
Martinez, CA 94553
Contact: Cynthia Shehorn CPPB
Telephone: (925) 313-2054
Email: cindy.shehorn@pw.cccounty.us

All notices shall be in writing and personally delivered, delivered by overnight carrier with delivery charges for next day deliver prepaid by the sending party, or sent by First Class U.S. Mail, with postage prepaid by the sending party. A courtesy copy of a notice may be given by email, but giving a courtesy copy of a notice by email does not relieve the sending party of its obligation to give notice to the receiving party in the manner required by this section. A notice given in accordance with this section shall be deemed received by the receiving party on (a) the same day, if personally delivered, (b) the next business day if timely deposited with an overnight carrier and with delivery charges prepaid to ensure next day delivery, and (c) on the fifth day after mailing if mailed by First Class U.S. Mail with postage prepaid.

12. Successors and Assigns; Assignment. This Addendum shall be binding upon and inure to the benefit of the parties and their successors and assigns. This Addendum may not be assigned by either party without the express written permission of the other party, which shall be within that party's sole discretion to provide.

PARTICIPATING ADDENDUM
for
Inmate and Detention Supplies, Solutions, and Services
under OMNIA Purchasing Cooperative Program

IN WITNESS, WHEREOF, the parties have executed this Addendum as of the Effective Date.

Participating Entity: **Contra Costa County**	Contractor: **Bob J. Barker Company, Inc.**
Signature:	Signature:
Name: Cynthia Shehorn CPPB	Name:
Title: Procurement Services Manager	Title:
	Signature:
	Name:
	Title:

Approved as to form:

Thomas L. Geiger, County Counsel

By: _____

Liliana Garcia
Deputy County Counsel

Attachments:

Exhibit A – Master Contract

Exhibit B – Contra Costa County Terms & Conditions

1025 ESCOBAR STREET
MARTINEZ, CA 94553

CONTRA COSTA COUNTY

Staff Report

File #: 26-2373 **Agenda Date:** 6/9/2026 **Agenda #:** C.153.

To: Board of Supervisors

From: Warren Lai, Public Works Director/Chief Engineer

Report Title: Purchase Orders for Heating, Ventilation, and Air Conditioning (HVAC) Filtration Products and Acoustic Ceiling Tiles, Countywide.

☒Recommendation of the County Administrator ☐ Recommendation of Board Committee

RECOMMENDATIONS:
APPROVE and AUTHORIZE the Purchasing Agent, or designee, to execute, on behalf of the Public Works Director, individual purchase orders with: Air Filter/Control and Air Products Group, Inc., in an amount not to exceed $1,000,000 for each purchase order, to supply heating, ventilation, and air conditioning (HVAC) filtration products and acoustic ceiling tiles on an as-needed basis, for the period June 9, 2026 through June 8, 2029, Countywide.

FISCAL IMPACT:
Facilities Maintenance Budget. (100% General Fund)

BACKGROUND:
The Public Works Department, Facilities Services Division, is responsible for maintaining all County buildings, including hospitals, clinics, detention centers, and congregate care facilities. HVAC filtration is included in this required maintenance. Each building maintained uses several types and sizes of air filters, each designed for specific purposes (e.g. pollen removal, biohazard prevention, standard filtration, etc.).

A formal solicitation process for HVAC filtration products and ceiling tiles was recently conducted via Bidnet Direct, RFP # 0000000198, with due date April 7, 2026. After thorough review of the bids received, two vendors were selected, Air Filter/Control and Air Products Group, Inc. These vendors can provide HVAC filtration products and ceiling tiles and all related items as needed.

Facilities Services is requesting approval for three-year purchase orders with Air Filter/Control and Air Products Group, Inc. for the term June 9, 2026 through June 8, 2029, in the amount of $1,000,000 each.

CONSEQUENCE OF NEGATIVE ACTION:
If these purchase orders are not approved, procurement of HVAC filtration products and ceiling tiles with Air Filter/Control and Air Products Group, Inc. will not begin, and access to these supplies will be limited.

1025 ESCOBAR STREET
MARTINEZ, CA 94553

CONTRA COSTA COUNTY

Staff Report

File #: 26-2374 **Agenda Date:** 6/9/2026 **Agenda #:** C.154.

To: Board of Supervisors

From: Warren Lai, Public Works Director/Chief Engineer

Report Title: Contract Amendment for On-Call Environmental Consulting Services, Countywide.

☒Recommendation of the County Administrator ☐ Recommendation of Board Committee

RECOMMENDATIONS:
APPROVE and AUTHORIZE the Public Works Director, or designee, to execute a contract amendment with Helix Environmental Planning, Inc. and Nichols Consulting Engineers, CHTD dba NCE, effective June 9, 2026, to increase the payment limit by $600,000 to a new payment limit of $1,300,000 and extend the term through September 18, 2028, for on-call environmental consulting services, Countywide.

FISCAL IMPACT:
Local Road and Flood Control Funds. (100% Various Funds)

BACKGROUND:
The County Public Works Department maintains and improves County-owned infrastructure in unincorporated areas of the County which include roads, bridges, flood control channels and basins, buildings, parks, and two airports. Public agency projects must comply with federal, state, and local environmental regulations including but not limited to the National Environmental Policy Act through federal agencies such as the Federal Highway Administration/California Department of Transportation, Federal Aviation Administration, Federal Emergency Management Agency, and U.S. Army Corps of Engineers when there is a nexus and the California Environmental Quality Act as well as regulatory agency permits, including but not limited to, Department of Fish and Wildlife, Regional Water Quality Control Board, and East Contra Costa County Habitat Conservation/Natural Community Conservation Plan.

The Environmental Services Division of the County Public Works Department ensures Public Works projects comply with applicable environmental regulations and as such requires support from qualified specialists to assess potential project impacts, document the findings and provide measures to avoid, minimize, and mitigate potential impacts as well as provide monitoring of construction sites when required by regulatory agencies. These on-call environmental consulting service contracts will provide those specialists for air quality, biological and cultural resources, hazardous materials/waste, hydrology/water quality, noise, and traffic.

In accordance with Government Code section 4526, the Environmental Services Division solicited Statements of Qualifications from environmental consulting firms. At its September 19, 2023 meeting, the board approved a contract with Helix Environmental Planning, Inc. and Nichols Consulting Engineers, CHTD dba NCE, in the amount not to exceed $700,000, for the period of September 19, 2023 through September 18, 2026.
This Amendment will increase the payment limit to $1,300,000, and extend the contracts term from September

18, 2026, to September 18, 2028, which is necessary to ensure the County has continued access to the consultant's services.

CONSEQUENCE OF NEGATIVE ACTION:
Without approval from the Board of Supervisors, the Environmental Services Division will not be able to obtain environmental consulting services to comply with regulatory compliance for various Countywide projects.

1025 ESCOBAR STREET
MARTINEZ, CA 94553

CONTRA COSTA COUNTY

Staff Report

File #: 26-2375 **Agenda Date:** 6/9/2026 **Agenda #:** C.155.

To: Board of Supervisors

From: Warren Lai, Public Works Director/Chief Engineer

Report Title: Adoption of Best Value Procurement Policy Pursuant to Public Contract Code Section 20155

☒Recommendation of the County Administrator ☐ Recommendation of Board Committee

RECOMMENDATIONS:

1. **ADOPT** the Contra Costa County Best Value Procurement Policy in accordance with Public Contract Code Section 20155.

2. **AUTHORIZE** the Director of Public Works, or designee, to implement the Best Value Procurement Program for qualifying public works projects in excess of $1,000,000.

FISCAL IMPACT:

There is no direct fiscal impact associated with the adoption of this policy. Fiscal impacts for individual projects utilizing the Best Value method will be evaluated and presented to the Board at the time of project-specific authorization. The use of Best Value procurement is intended to reduce overall project costs by mitigating change orders and claims through the selection of highly qualified contractors.

BACKGROUND:

Public Contract Code 20155 establishes a program for California Counties, including Contra Costa County, authorizing the award of Design-Bid-Build construction contracts for projects of more than $1,000,000 to the bidder who offers the proposal that affords the best value to the County based upon the evaluation of price and pre-identified qualitative criteria, including contractor qualifications.

Traditional low-bid procurement requires the County to award contracts to the bidder with the lowest price, regardless of their specific expertise or past performance on complex facilities. The Best Value procurement approach allows consideration of qualitative factors such as contractor experience with complex site conditions, project staffing, and the proposed technical approach when pre-qualifying and selecting contractors. The County has previously used best value procurement for Design-Build and progressive Design-Build contracts. Unlike Design-Build, which combines design and construction, this Best Value program applies to traditional Design-Bid-Build projects where the County has already completed the design.

To utilize this authority, the County must first adopt and publish procedures and criteria to ensure that all selections are conducted in a fair and impartial manner. The attached policy establishes the required "Global Best Value Procurement Program" for Contra Costa County.

REASONS FOR RECOMMENDATION

The proposed Best Value Procurement Policy provides the following benefits to the County's Capital Projects

Management (CPM) division:

1. **Enhanced Quality and Safety:** The policy mandates a two-step selection process. The first step Request for Statement of Qualification (RFSOQ) filters for contractors with proven financial strength, superior safety records, and relevant experience in complex environments, such as HCAI/healthcare facilities, detention centers, and critical utility or infrastructure projects. The second step invites the prequalified bidders to submit the bid, and at County's discretion, a project-specific technical proposal.
2. **Project-Specific Technical Evaluation:** For high-risk projects, the policy allows the County to score a contractor's specific technical plan and risk mitigation strategy before price bids are opened. This ensures the County selects the firm with the best "plan," not just the best "resume."
3. **Transparency and Fairness:** The policy establishes a transparent award formula (Weighted Total Best Value Score) that allows the County to adjust the balance between price and quality based on project risk. It mandates a 'Three-Bid Minimum' and a strict two-envelope bidding process to ensure that price remains hidden while technical qualifications are scored, resulting in a truly impartial selection

Adopting this policy fulfills the prerequisite requirement identified by County Counsel to establish a formal Best Value Program. Upon adoption, the Public Works Department will return to the Board with specific project findings to authorize the use of this method for upcoming critical infrastructure and healthcare projects.

CONSEQUENCE OF NEGATIVE ACTION:

Failure to adopt the Best Value Procurement Policy will result in the following consequences:

1. **Legal Limitation**: Per statutory requirements, the County cannot utilize Best Value selection for any specific project until this formal global program is adopted.
2. **Increased Risk**: The County remains forced to accept the "Lowest Bidder" regardless of technical qualifications, increasing the potential for safety incidents and change orders.
3. **Operational Impact:** Forfeiting the Best Value method on high-complexity infrastructure projects often results in higher long-term costs and significant schedule delays.

Contra Costa County: Best Value Procurement Policy (PCC 20155)

1. **Purpose and Authority**

   Pursuant to Public Contract Code 20155, Contra Costa County hereby adopts this Best Value Procurement Policy for the selection of contractors for public works projects over $1,000,000. The County may award contracts based on "Best Value"—a combination of price and qualifications—rather than to the lowest responsible bidder alone.

2. **Project Selection and Findings**

   Prior to using the Best Value method for any specific project, the Public Works Department must obtain the Board of Supervisors' approval. The board must make written findings that the use of Best Value for that project will likely achieve one or more of the following objectives:

   - Reduced overall project cost
   - Expedited project completion
   - Provisions or features not achievable through awarding the contract on basis of the lowest bid price.

   Board approval and project-specific findings must be obtained prior to the issuance of Request for Statement of Qualification (RFSOQ)documents for that project.

3. **Two-Step Selection Process**

   To ensure a fair and objective evaluation, the County shall utilize a two-step procurement process:

   - Step 1: Prequalification (RFSOQ): The County shall issue a Request for Statements of Qualification to prequalify and rank bidders based on responsibility and general experience.
   - Step 2: Request for Proposal (RFP): Prequalified bidders shall be invited to submit a sealed price bid and, at County's discretion, a project-specific technical proposal. If a technical proposal is required by the County, Prequalified bidders shall submit two separate, sealed packages: (1) a Project-Specific Technical Proposal and (2) a Price Bid.

4. **Prequalification Requirements (**PCC 20101)

All bidders for a Best Value contract must be prequalified in accordance with PCC 20101. The prequalification process shall include a standard questionnaire and require a financial statement. In accordance with PCC 20155.3(c), all information provided in the RFSOQ must be verified under oath by the bidder. The specific point values, categories, weighing, and the maximum number of firms to be selected as prequalified shall be defined within the specific solicitation documents for each project.

5. **Mandatory RFSOQ Evaluation Criteria**

   In accordance with PCC 20155.1(h), all Best Value solicitations shall evaluate bidders during the RFSOQ phase based on the following categories at a minimum:

   - **Financial Condition:** Capacity to provide required bonding and insurance.
   - **Relevant Experience:** Past performance on projects of similar size, scope, and complexity.
   - **Management Competency:** Qualifications of the proposed project team.
   - **Labor Compliance:** The bidder's history of compliance with state and federal labor laws.
   - **Safety Record:** The bidder's Experience Modification Rate (EMR) and safety history.

6. **Award Formula and Methodology:**
   The County shall award the contract for the projects using the Best Value method to the responsive and responsible bidder with the highest **"Total Best Value Score (T)"** calculated as follows:

$$T = \left(\frac{Lowest\ Bid\ Price}{Bidder's Price} X\ Price\ Weight\right) + \left(\frac{Earned\ Quality\ Score}{Maximum\ Possible\ Score} X\ Quality\ Weight\right)$$

7. **Determination of Qualifications Score:**
   To provide maximum flexibility for varying project complexities, the Public Works Department shall determine the following for each project prior to the issuance of the RFP:
   - **Scoring Weights:** The relative weight of Quality versus Price (e.g., 60/40, 70/30, or 80/20).
   - **Scoring Path:** Whether to use Method 1 or Method 2.
     - **Method 1: Qualifications-Based Scoring**
       The committee scores the bidders' general qualifications during Step 1. These points become the final Earned Quality Score for the award

formula. Bidders submit a single sealed price bid package in Step 2. No additional technical proposal is required.

- **Method 2: Technical-Based Scoring**
  The RFSOQ (Step 1) is used only to select the prequalified bidders for a given project. The prequalified bidders shall then submit two separate sealed packages - a project-specific Technical Proposal along with a price bid (Step 2). The score from this Technical Proposal becomes the final Earned Quality Score.

8. **Evaluation Committee and Rules of Conduct**

   To satisfy PCC 20155.5, Public Works shall establish a selection committee and "Rules of Conduct":

   - **Composition:** A minimum of three members.
   - **Separate Submissions:** Technical Proposals and Price Bids must be submitted in two separate, sealed envelopes to ensure price remains hidden during the quality evaluation.
   - **Blind Scoring:** The committee must score all "Quality" proposals before the Price bids are opened.
   - **No Conflicts:** Members must sign a non-disclosure and conflict-of-interest statement for every project.

9. **Skilled and Trained Workforce Requirement**

   The "enforceable commitment" to use a skilled and trained workforce required by PCC 20155.4 is satisfied by the contractor's execution of a Letter of Assent to the Contra Costa County Project Labor Agreement (PLA). Participation in the PLA constitutes full compliance with workforce requirements and, where applicable, exempts the project from the monthly reporting requirements of PCC 2602.

10. **The "Three-Bid Minimum" Rule**

    In accordance with PCC 20155.5(b), the County shall not award a contract if the solicitation results in fewer than three responsive bids. If the County receives fewer than three responsive proposals, the County must either re-bid the project or utilize a traditional low-bid procurement method.

11. **Transparency, Public Disclosure, and Protest**

- **Public Announcement**: Upon determination of the prequalified bidders (Step 1) and the final best value awardee (Step 2), the County shall publicly announce the results, identifying the scores of all responsive bidders.
- **RFSOQ Appeals:** In accordance with PCC 20101, the County shall provide a formal process for bidders to appeal a "not prequalified" determination. This appeal must be resolved before the County proceeds to Step 2.
- **RFP Protests:** Upon determination of the best value awardee, the County shall issue a Notice of Intent to Award. Unsuccessful bidders shall have a designated period to submit a formal written protest of the award determination prior to final execution.
- **Waiver of Rights:** The failure of a bidder to file a timely protest regarding the RFSOQ results or the prequalification process shall constitute a total waiver of any right to protest the final contract award on those specific grounds.

1025 ESCOBAR STREET
MARTINEZ, CA 94553

CONTRA COSTA COUNTY

Staff Report

File #: 26-2376 **Agenda Date:** 6/9/2026 **Agenda #:** C.156.

To: Board of Supervisors

From: Warren Lai, Public Works Director/Chief Engineer

Report Title: APPROVE and AUTHORIZE Advertisement for Construction Bids for Annual Job Order Contracts HA001, HA002, HA003, HA004, HB001 and HB002. (6P1031)

☒Recommendation of the County Administrator ☐ Recommendation of Board Committee

RECOMMENDATIONS:
(1) APPROVE the design and bid documents, including the plans and specifications for typical work, contract, General Conditions, Technical Specifications, and the Construction Task Catalog for Job Order Contracts (JOC) HA001, HA002, HA003, HA004, HB001 and HB002.

(2) AUTHORIZE the Public Works Director, or designee, to solicit bids to be received on or about July 20, 2026 and issue bid addenda, as needed, for clarifications of the bid documents, provided the involved changes do not significantly increase the construction cost estimate.

(3) DIRECT the Clerk of the Board to publish, at least 14 calendar days before the bid opening date, the Notice to Contractors in accordance with Public Contract Code Section 22037, inviting bids for this project.

(4) DIRECT the Public Works Director, or designee, to send notices by email or fax and by U.S. Mail to the construction trade journals specified in Public Contract Code Section 22036 at least 15 calendar days before the bid opening.

FISCAL IMPACT:
JOC work orders will only be issued when there is an approved project and funding. The contract value can reach a maximum of $6,210,000. The maximum contract value of $6,210,000 per annual JOC contract is lower than the maximum limit established through Public Contract Code Section 20128.5 (not actual appropriated dollars), and it is possible that the limit may not be reached. Having this limit allows for efficiency and flexibility in accomplishing work up to the maximum statutory limit.

BACKGROUND:
To be efficient in delivering projects, the County has employed a variety of project delivery methods. One such method is Public Contract Code Section 20128.5, which authorizes counties to award one or more individual annual contracts for repair, remodeling, or other repetitive work to be done according to unit prices. Once an annual contract is awarded, individual projects are then done through written job orders performed by the job order contractor at the unit prices bid for the annual contract. Such Job Order Contracting (JOC) is a project delivery tool that has been proven to reduce costs, save time, and increase productivity.

On March 1, 2024, the County executed a Consulting Services Agreement with The Gordian Group dba The Mellon Group to provide JOC program development and implementation services for various County projects. As part of the agreement, Gordian also develops and maintains a JOC catalog, also known as a "unit price book" that contains individual construction tasks for all aspects of repair, remodeling, and other repetitive work including general conditions, driveways, parking lots, and other construction-related components.

Since November 2015, the Board of Supervisors has awarded JOC contracts to the lowest bidders, roughly on an annual basis, to work on repair, remodeling and maintenance projects countywide. This authorization is to establish JOC contracts focused on horizontal construction work, including and not limited to road maintenance and improvement, flood control facilities maintenance and improvement, and landscaping and park maintenance and improvement.

California Environmental Quality Act (CEQA) requirements will be determined and addressed on a project-by-project basis as projects occur. If annual JOC contracts are ultimately awarded under this solicitation, each will be a term of 12 months. The County reserves the right to award one or more Job Order Contracts HA001, HA002, HA003, HA004, HB001 and HB002. The County is not required to award all six contracts and is not required to award any contract if the bid pricing is unfavorable.

CONSEQUENCE OF NEGATIVE ACTION:
The JOC program has been a valuable construction project delivery tool for projects. If JOC bid solicitation is not approved and authorized, the County will not have the resources to complete many deferred maintenance projects and other County construction projects involving repair, remodeling, and other repetitive work.

1025 ESCOBAR STREET
MARTINEZ, CA 94553

CONTRA COSTA COUNTY

Staff Report

File #: 26-2377 **Agenda Date:** 6/9/2026 **Agenda #:** C.157.

To: Board of Supervisors

From: Warren Lai, Public Works Director/Chief Engineer

Report Title: 2026 On-Call Habitat Restoration Services Contract, Countywide**.**

☒Recommendation of the County Administrator ☐ Recommendation of Board Committee

RECOMMENDATIONS:

(1) APPROVE the specifications for the 2026 On-Call Habitat Restoration Services Contract, Countywide area. Project No. 7520-6B8285

(2) DETERMINE that Triangle Properties, Inc. dba Triangle Land Restoration ("Triangle"), the lowest monetary bidder, submitted the lowest responsive and responsible bid for this project.

(3) DETERMINE that Ecological Solutions CA. ("Ecological Solutions"), the second lowest monetary bidder, submitted an incomplete and non-responsive bid by failing to complete and sign all pages of the bid form and by failing to possess the required arborist certification, as provided in the project specifications; and REJECT the bid on that basis.

(4) DETERMINE that Helix Environmental Planning, Inc. ("Helix"), the third lowest monetary bidder, has submitted the second lowest responsive and responsible bid for this project.

(5) DETERMINE that RECON Environmental, Inc. ("RECON"), the fourth lowest monetary bidder, has submitted the third lowest responsive and responsible bid for this project.

(6) AWARD on-call contracts to the following three contractors in the following priority for Job Orders, as provided in the project specifications:

(A) Triangle, in a not to exceed amount ($850,000.00) and the unit prices submitted in the bid ($1,305.00 Total Unit Price).

(B) Helix, in a not to exceed amount ($850,000.00) and the unit prices submitted in the bid ($1,777.45 Total Unit Price).

(C) RECON, in a not to exceed amount ($850,000.00) and the unit prices submitted in the bid ($1,808.24 Total Unit Price).

(7) DIRECT that the Public Works Director, or designee, shall prepare the contracts.

(8) ORDER that, after the contractors have signed the contracts and returned them, together with any required certificates of insurance and other required documents, and the Public Works Director has reviewed and found them to be sufficient, the Public Works Director, or designee, is authorized to sign the contracts for this Board.

(9) ORDER that, the Public Works Director, or designee, is authorized to sign any escrow agreements prepared for this project to permit the direct payment of retentions into escrow or the substitution of securities for moneys withheld by the County to ensure performance under the contract, pursuant to Public Contract Code Section 22300.

(10) DELEGATE, pursuant to Public Contract Code Section 4114, to the Public Works Director, or designee, the Board's functions under Public Contract Code Sections 4107 and 4110.

(11) DECLARE that, should the award of the contract to Triangle, Helix, or RECON be invalidated for any reason, the Board would not in any event have awarded the invalidated contract(s) to any other bidder, but instead would have exercised its discretion to reject other bids received. Nothing in this Board Order shall prevent the Board from re-awarding the contract to another bidder in cases where the successful bidder establishes a mistake, refuses to sign the contract, or fails to furnish required bonds or insurance (see Public Contract Code Sections 5100-5107).

FISCAL IMPACT:

The contracts, each for a maximum amount of $850,000, will be funded by 100% Local Road Funds and Flood Control Funds.

BACKGROUND:

The above project was previously approved by the Board of Supervisors, specifications were filed with the Board, and bids were invited by the Public Works Director. On May 5, 2026, the Public Works Department received bids from the following contractors:

BIDDER, TOTAL UNIT AMOUNT

Triangle Properties, Inc. dba Triangle Land Restoration, $1,305.00 Total Unit Price

Ecological Solutions CA, $1,775.00 Total Unit Price

Helix Environmental Planning, Inc. $1,777.45 Total Unit Price

RECON Environmental, Inc., $1,808.24 Total Unit Price

Land Revision, $1,851.00 Total Unit Price

Prunuske Chatham, Inc., $2,988.00 Total Unit Price

Hanford Applied Restoration & Conservation, $5,510.00

The Public Works Director has determined that Ecological Solutions submitted an incomplete and non-responsive bid by failing to complete and sign all pages of the bid form and by failing to possess the required arborist certification, as provided in the project specifications, and the Public Works Director recommends rejection of the bid submitted by Ecological Solutions.

On May 27, 2026, Ecological Solutions was notified in writing of the above determination. A copy of the letter listing the deficiencies is attached to this Staff Report (see Attachment A). On June 1, 2026, Ecological Solutions appealed the above determination. A copy of the appeal letter is attached to this Staff Report (Attachment B). On June 3, 2026, after thoroughly considering the appeal, the Public Works Director determined that the appeal was without merit and denied it. A copy of the denial letter is attached to this Staff Report (Attachment C). The Public Works Director recommends that the Board concur with the denial of the appeal, find that the bid submitted by Ecological Solutions was non-responsive, and reject the bid on that basis.

The Public Works Director has determined and reported as follows:

Triangle submitted the lowest responsive and responsible bid, which is $472.45 (Total Unit Price) less than the next lowest bid.

Helix submitted the second lowest responsive and responsible bid, which is $30.79 (Total Unit Price) less than the next lowest bid.

RECON submitted the third lowest responsive and responsible bid, which is $42.76 (Total Unit Price) less than the next lowest bid.

The Public Works Director has reported that the bids submitted by Triangle, Helix, and RECON comply with the requirements of the project specifications and are the lowest responsive and responsible bids, and recommends that the Board so concur and find and that on-call contracts be awarded to Triangle, Helix, and RECON in that order. As provided in the project specifications, the three on-call contracts would be awarded in the following priority for Job Orders: (1) Triangle; (2) Helix; (3) RECON. The contracts will be for a two-year period with the option of two one-year extensions.

The general prevailing rates of wages, which shall be the minimum rates paid on this project, have been filed with the Clerk of the Board, and copies will be made available to any party upon request.

CONSEQUENCE OF NEGATIVE ACTION:

The Public Works Department may be unable to complete routine habitat restoration work in a timely manner.

Attachment A
Attachment B
Attachment C

Contra Costa County
Public Works
Department

Warren Lai, Director
Deputy Directors
Stephen Kowalewski, Chief
Allison Knapp
Sarah Price
Carrie Ricci
Joe Yee

May 27, 2026

UPS Overnight: 1Z9703141390870960 **Email:** ecologicalsol@gmail.com

Ecological Solutions CA
Attn: Jason Mills
585 Mitchell Way
Sonoma, CA 95476

Re: 2026 On-Call Habitat Restoration Services Contract
Project No.: 7520-6B8285

Dear Mr. Mills,

Our office has reviewed your bid submission and we have determined that your firm's bid was non-responsive for failure to meet the requirements in the contract documents, as explained below.

As a condition of bid responsiveness, the Notice of Contractors required that all bidders possess a C-27 Landscape Contractor license, a CA Dept. of Pesticide Regulation Certified Pesticide Applicator's license, CA Dept. of Pesticide Regulation Certified Pest Control Advisor, and International Society of Arboriculture certified arborist. Your firm's bid did not provide evidence of any of these mandatory licenses and certifications. Despite that, we were able to verify that your firm has a C-27 license and the two required pesticide certifications. But we have no evidence that you have the required arborist certification.

Your firm's bid was incomplete in that it was missing the following required pages or parts:

(1) Page 10 "Bidder Statement of Experience," properly completed and signed.

(2) Page 11 "Signature of Bidder," properly completed and signed.

Since your firm did not comply with the above requirements in the contract documents and your bid was incomplete, we plan to recommend that your firm's bid be rejected as non-responsive.

Should your firm disagree with our determination, you may appeal it in writing to the Public Works Director at 255 Glacier Drive, Martinez, CA 94553 (see Section 2-1.12A(6)). Your firm's appeal must be received at that address no later than 5:00 p.m. on June 1, 2026, and must describe in detail all facts and arguments on which your firm relies.

It is anticipated that the contracts will be awarded by the Board of Supervisors to the lowest responsive bidders, Triangle Properties, Inc. dba Triangle Land Restoration, Helix Environmental Planning, Inc., and RECON Environmental, Inc., who have complied with the contract requirements, at the Board meeting on June 9, 2026, which begins at 9:00 a.m.

If you wish, you may appear at the Board meeting to comment on this matter. Any comments to the Board will be limited to the facts and arguments set forth in your firm's appeal.

Sincerely,

Adelina Huerta
Division Manager
Design/Construction Division

AH:ts
\\Pw-data\grpdata\design\PROJECTS\2026 On-Call Mitigation Maintenace\CONSTRUCTION\1 - Bid\Draft Letter to Ecological Solutions DFS.docx

Cc: D. Schmidt, County Counsel
M. George, County Counsel
L. Strobel, County Administrator's Office
W. Lai, Public Works Director
S. Kowalewski, Public Works
J. Yee, Public Works
K. Dahl, Public Works

EcoLogiCal SOLUTIONS

Ecological Solutions CA
Attn: Adelina Huerta
Division Manager
Design/Construction Division
Contra Costa County Public Works Department

RE: 2026 On-Call Habitat Restoration Services Contract
Project No.: 7520-6B8285

June 1, 2026

Dear Mrs. Huerta and members of Contra Costa Public Works Department,

Thank you again for the opportunity and the clarification on our first proposal to provide habitat restoration services for Contra Costa County. We would like to kindly appeal the decision to reject our bid as non responsive as we think we would provide an excellent quality of habitat restoration services. After conducting restoration projects in the Bay Area for the past 20 years I was driven to build a business to help see this work done well. Our local small environmental business Ecological Solutions CA has worked diligently to gather the necessary qualifications, licenses, and insurance in order to perform this important work for public agencies as we have for Sonoma and Marin Counties.

We apologize for the oversight and can provide the signed pages 10 and 11 missing from our application (attached). We can provide proof of the most important licenses including our C-27 Landscape Contractor's License as well as our DPR Pest Control Business License. We not only hold a Pest Control Business license, but have a QAL on staff with both B 'Landscape' and C 'Right of Way' categories qualified to perform invasive plant control in the most critical areas.

We earned an ISA License in 2011 but let it lapse due to extraneous and expensive EDU requirements, although we currently hold a C61/D49 Tree Contractor License through CSLB and ask that qualification suffice as a replacement. We have over 20 years of hands-on experience conducting tree work and care with in depth training on all forms having 20 years of experience carrying out projects. Our entire crew are graduates of the local California Conservation Corps and have been thoroughly trained on chainsaws earning the highest Sawyer III certifications that I oversaw the training of during my 3 years as a Supervisor there along with another 15 years of training staff with an impeccable safety record. We have tended to over 100 acres of fire fuel reduction specifications on public and private lands over the last two years with our current team.

We will abide by the decision reached by the board, but would love to have the chance to show you the quality of work we perform and help benefit the lands of Contra Costa County. Thank you so much again for the careful consideration. If given the opportunity we will not let you down

Jason M. Mills, M.S.
Founder/Senior Fire & Restoration Ecologist/Contractor

585 Mitchell Way, Sonoma, CA, 95476
Phone: (415) 497-1050 | **Email: ecologicalsol@gmail.com** | www.ecologicalsolutionsCA.com

CALIFORNIA DEPARTMENT OF PESTICIDE REGULATION

1001 I STREET
SACRAMENTO, CALIFORNIA 95814

ISSUED: March 12, 2026
EXPIRES: December 31, 2026

Pest Control Business - Main
LICENSE
LICENSE NO. 47584

Invalid if insurance and/or qualified person(s) lapse before expiration date.

Mailing Address:
ECOLOGICAL SOLUTIONS CA LLC
585 MITCHELL WAY
SONOMA, CA 95476

Business Location
ECOLOGICAL SOLUTIONS CA LLC
585 MITCHELL WAY
SONOMA, CA 95476

POST THIS LICENSE PROMINENTLY IN PUBLIC VIEW
THIS LICENSE IS NOT TRANSFERABLE – ANY CHANGE IN OWNERSHIP REQUIRES A NEW LICENSE

DEPARTMENT OF PESTICIDE REGULATION
LICENSING/CERTIFICATION PROGRAM

QAL
QUALIFIED APPLICATOR LICENSE

LICENSE #: 168476 **EXPIRES: 12/31/2027**
Categories: BC Issued: 1/30/2026

JASON M MILLS
585 MITCHELL WAY
SONOMA, CA 95476

This License must be shown to any representative of the Director or Commissioner upon request.

CONTRACTORS
STATE LICENSE BOARD
ACTIVE LICENSE

License Number **942147** Entity INDIV
Business Name ECOLOGICAL SOLUTIONS
Classification(s) C61/D49 C27
Expiration Date 06/30/2026 www.cslb.ca.gov

CONTRACTORS
STATE LICENSE BOARD
ACTIVE LICENSE

License Number **942147** Entity LLC
Business Name ECOLOGICAL SOLUTIONS CA LLC
Classification(s) C27
Expiration Date 09/30/2026 www.cslb.ca.gov

BIDDER STATEMENT OF EXPERIENCE

(to be submitted with Bid Proposal)

Each bidder must complete and submit this form with their bid proposal:

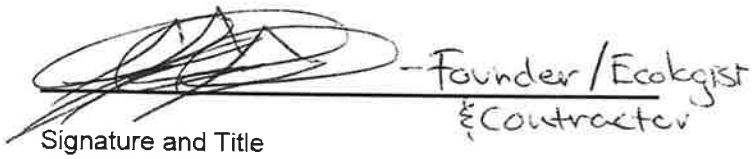
The Bidder (Proposer) shall complete the following statement by checking the appropriate boxes.

The Bidder (Proposer) can ✓ cannot ____ provide a Superintendent that will oversee Job Orders with a minimum of 5 years of experience in revegetation of California native Plant communities/areas.

Upon request, the Bidder (Proposer) can ✓ cannot ____ submit three (3) references from other municipal, city or county agencies for which the company has recently or is currently providing habitat restoration and maintenance services that is equivalent or greater in scope as described in the Scope of Work.

6/1/26

Date



Signature and Title

Signature of Bidder

For bids exceeding $25,000, accompanying this proposal is a Proposal Guarantee in the amount of:

Ten (10) Percent of Amount of Bid
(Cashier's check, certified check or bidder's bond acceptable)

The names of all persons interested in the foregoing proposal as principals are as follows:

IMPORTANT NOTICE

If the bidder or other interested person is a corporation, state legal name of corporation, also names of president, secretary, treasurer, and manager thereof. If a copartnership, state true name of firm, also names of all individual copartners composing firm; if bidder or other interested person is an individual, state first and last names in full.

Ecological Solutions CA, LLC

sole member - Jason M. Mills

ADDENDA: This Proposal is submitted with respect to the changes to the contract included in addendum numbers:

(fill in addendum numbers if received)

Warning: If an addendum or addenda have been issued by the Agency and not noted above as being received by the bidder, this Proposal may be rejected.

Licensed to do or subcontract all classes of work involved in the project, in accordance with an act providing for the registration of Contractors, License No.: 942147 Class: C-27
(Expires: 9/30/2026)

By my signature on this proposal I certify, under penalty of perjury under the laws of the State of California, that the foregoing information is true and correct.

Date: 6/1/26

(Signature of Bidder)

Business address: 585 Mitchell Way, Sonoma CA 95476

Place of residence: Same

Date: 6/1/26, 2026

Contra Costa County
Public Works
Department

Warren Lai, Director
Deputy Directors
Stephen Kowalewski, Chief
Allison Knapp
Sarah Price
Carrie Ricci
Joe Yee

June 3, 2026

UPS Overnight: 1Z9703141394795786 **Email:** ecologicalsol@gmail.com

Ecological Solutions CA
Attn: Jason M. Mills, M.S.
585 Mitchell Way
Sonoma, CA 95476

Re: Your Firm's Appeal Letter Dated 6/1/2026
2026 On-Call Habitat Restoration Services Contract
Project No.: 7520-6B8285

Dear Mr. Mills:

This responds to your June 1, 2026 appeal letter, which was sent in response to the May 27, 2026 letter from our department. Our letter notified your firm of our determination that your bid was non-responsive and incomplete for failure to have the required arborist certification (International Society of Arboriculture certified arborist) and failure to complete and sign two pages of the bid form required by the project specifications and notified you of our intention to recommend that your bid be rejected and that on-call contracts for this project be awarded to three other bidders who complied fully with the project requirements.

In your letter, you appealed our determination (submitted a bid protest). Bid protests are provided for in Section 3-1.04 "Contract Award," which reads:

> "Submit any bid protest in writing to the Contra Costa County Public Works Department at 255 Glacier Drive Martinez, CA 94553 to the attention of the Public Works Director before contract award."

As explained below, after carefully reviewing your letter and arguments, I have determined that your June 1, 2026 appeal letter is without merit, that our department's original determination was correct, and that your appeal (bid protest) must be denied.

In your firm's letter, you did not submit any evidence to show that your firm has the arborist certification required in the project specifications. That alone requires that your appeal (bid protest) be denied.

Instead of submitting evidence that your firm has the required arborist certification, your firm instead attempted to argue that your firm has other certifications that are similar

and that the County should accept those other certifications. That argument is contrary to the project specifications, which require that all bidders have the required license and certifications and that compliance with the project specifications is a condition of contract award:

> "As a condition of bid responsiveness, the Bidder must possess the following licenses and qualifications at the time the contract is awarded:
>
> i. C-27 Landscape Contractor license
> ii. CA Dept of Pesticide Regulation Certified Pesticide Applicator's license
> iii. CA Dept of Pesticide Regulation Certified Pest Control Advisor
> iv. International Society of Arboriculture certified arborist"
> (Notice to Bidders, page 1.)
>
> "The award of the contract(s), if it be awarded, will be to the lowest responsible bidder(s) whose proposal complies with all the requirements prescribed herein."
>
> Each bidder may be awarded only one on-call contract. The award of the first on-call contract, if it be awarded, will be to the lowest responsible bidder whose proposal complies with all the requirements prescribed in the call for bids and referenced materials. The award of the additional on-call contracts, if they be awarded, will be to the next lowest bidder responsible whose proposal complies with all the requirements prescribed in the call for bids and the referenced materials."
> (Section 3-1.04.)

Your firm's argument that you have extensive experience and other licenses and certifications does not address the above specification requirements applicable to all bidders. Having put this project out to bid with the above license and certification requirements, we are not at liberty to disregard our own specifications and consider experience and certifications beyond the specifications.

Based on the above, I have determined that, even if the two missing bid form pages could be cured as an irregularity, your firm has still not shown that you possess the arborist certification plainly required by the project specifications. Thus, your firm's appeal (bid protest) is without merit and must be denied.

Our department has thoroughly reviewed and evaluated the bids submitted and determined that on-call contracts should be awarded to three other bidders (Triangle Properties Inc. dba Triangle Land Restoration, Helix Environmental Planning Inc., and RECOIN Environmental Inc.), which have fully complied with all project requirements, including the required license and certifications. Accordingly, I plan to recommend that the contract be awarded to those bidders at the Board of Supervisors meeting on June 9, 2026, which begins at 9:00 a.m. If your firm still disagrees with the determination that

your bid was non-responsive and subject to rejection, you may appear and address the Board at that time.

Although I have denied your appeal (bid protest) on this project, the County appreciates your firm bidding on our projects and hopes you will continue to do so as other projects come up. If so, your firm should of course consider obtaining the International Society of Arboriculture certified arborist certification.

Sincerely,

Warren Lai
Public Works Director
Contra Costa County Public Works

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Cc: D. Schmidt, County Counsel
M. George, County Counsel
L. Strobel, County Administrator's Office
S. Kowalewski, Public Works
J. Yee, Public Works
A. Huerta, Public Works
K. Dahl, Public Works

1025 ESCOBAR STREET
MARTINEZ, CA 94553

CONTRA COSTA COUNTY

Staff Report

File #: 26-2378 **Agenda Date:** 6/9/2026 **Agenda #:** C.158.

To: Board of Supervisors

From: Warren Lai, Public Works Director/Chief Engineer

Report Title: Construction Contract for the 2026 Crockett and Port Costa Overlays and Curb Ramps.

☒Recommendation of the County Administrator ☐ Recommendation of Board Committee

RECOMMENDATIONS:

(1) APPROVE plans, specifications, and design for the 2026 Crockett and Port Costa Overlays and Curb Ramps. (County Project No. 0672-6U2186) (District V)

(2) DETERMINE that Radius Earthwork Inc. ("Radius"), the lowest monetary bidder, submitted a non-responsive bid by failing to comply with the County's Outreach Program and by failing to submit documentation of Good Faith Effort within two days of bid opening, as required by the project specifications; and REJECT the bid on that basis

(3) DETERMINE that Mission Constructors Inc. ("Mission Constructors"), the second lowest monetary bidder, submitted a non-responsive bid by failing to comply with the County's Outreach Program and by failing to submit documentation of Good Faith Effort within two days of bid opening, as required by the project specifications; and REJECT the bid on that basis

(4) DETERMINE that Carone and Company, Inc. ("Carone"), the third lowest monetary bidder, has complied with the requirements of the County's Outreach Program and has exceeded the Mandatory Subcontracting Minimum for this project, as provided in the project specifications; and FURTHER DETERMINE that Carone has submitted the lowest responsive and responsible bid for the project.

(5) AWARD the construction contract for the above project to Carone in the listed amount ($1,723,095.00) and the unit prices submitted in the bid, and DIRECT that Carone shall present two good and sufficient surety bonds, as indicated below, and that the Public Works Director, or designee, shall prepare the contract.

(6) ORDER that, after the contractor has signed the contract and returned it, together with the bonds as noted below and any required certificates of insurance or other required documents, and the Public Works Director has reviewed and found them to be sufficient, the Public Works Director, or designee, is authorized to sign the contract for this Board

(7) ORDER that, in accordance with the project specifications and/or upon signature of the contract by the Public Works Director, or designee, bid bonds posted by the bidders are to be exonerated and any checks or cash submitted for security shall be returned

(8) ORDER that, the Public Works Director, or designee, is authorized to sign any escrow agreements prepared for this project to permit the direct payment of retentions into escrow or the substitution of securities for moneys withheld by the County to ensure performance under the contract, pursuant to Public Contract Code Section 22300.

(9) AUTHORIZE the Public Works Director, or designee, to order changes or additions to the work pursuant to Public Contract Code section 20142

(10) DELEGATE, pursuant to Public Contract Code Section 4114, to the Public Works Director, or designee, the Board's functions under Public Contract Code Sections 4107 and 4110.

(11) DELEGATE, pursuant to Labor Code Section 6705, to the Public Works Director, or to any registered civil or structural engineer employed by the County, the authority to accept detailed plans showing the design of shoring, bracing, sloping, or other provisions to be made for worker protection during trench excavation covered by that section

(12) DECLARE that, should the award of the contract to Carone be invalidated for any reason, the Board would not in any event have awarded the contract to any other bidder, but instead would have exercised its discretion to reject all of the bids received. Nothing in this Staff Report shall prevent the Board from re-awarding the contract to another bidder in cases where the successful bidder establishes a mistake, refuses to sign the contract, or fails to furnish required bonds or insurance (see Public Contract Code Sections 5100-5107).

FISCAL IMPACT:

The Project will be funded by 100% Local Road Funds.

BACKGROUND:

The above project was previously approved by the Board of Supervisors, plans and specifications were filed with the Board, and bids were invited by the Public Works Director. On April 28, 2026 the Public Works Department received bids from the following contractors:

BIDDER, TOTAL AMOUNT, BOND AMOUNTS

Radius Earthwork Inc.: $1,608,854.68

Mission Constructors Inc.: $1,627,491.00

Carone and Company Inc.: $1,723,095.00; Payment: $1,723,095.00; Performance: $1,723,095.00

Ghilotti Construction Company, Inc.: $1,966,660.00

McGuire and Hester.: $2,029,198.00

Kerex Engineering, Inc.: $2,079,000.00

The Public Works Director has determined that Radius Earthwork Inc. submitted a non-responsive bid by failing to comply with the County's Outreach Program and by failing to submit Good Faith Effort documentation within two days of bid opening, as required by the project specifications, and the Public Works Director recommends rejection of the bid submitted by Radius Earthwork Inc.

On May 12, 2026, Radius Earthwork Inc was notified in writing of the above determination. A copy of the letter listing the deficiencies is attached to this Staff Report (Attachment A). On May 15, 2026, Radius Earthwork Inc. appealed the above determination. A copy of the appeal letter is attached to this Staff Report (Attachment B). On May 21, 2026, after thoroughly considering the appeal, the Public Works Director determined that the appeal was without merit and denied it. A copy of the denial letter is attached to this Staff Report (Attachment C). The Public Works Director recommends that the Board concur in the denial of the appeal, find that the bid submitted by Radius Earthwork was non-responsive, and reject the bid on that basis.

The Public Works Director has determined that Mission Constructors Inc. submitted a non-responsive bid by failing to comply with the County's Outreach Program and by failing to submit Good Faith Effort documentation within two days of bid opening to comply with the requirements of the County's Outreach Program for this project, as required by the project specifications, and the Public Works Director recommends rejection of the bid submitted by Mission Constructors Inc.

On May 12, 2026, Mission Constructors Inc was notified in writing of the above determination. A copy of the letter listing the deficiencies is attached to this Staff Report (Attachment D). Mission Constructors Inc. did not appeal the determination.

The Public Works Director has determined and reported that Carone has complied with the requirements of the County's Outreach Program and exceeded the Mandatory Subcontracting Minimum, and that the bid submitted by Carone, which is $243,565.00 less than the next lowest bid, is the lowest responsive and responsible bid. The Public Works Director recommends that the Board so concur and find and that the construction contract for this project be awarded to Carone.

The Board of Supervisors previously adopted the Categorical Exemption in compliance with the California Environmental Quality Act (CEQA) and a Notice of Exemption was filed with the County Clerk on February 12, 2026.

The general prevailing rates of wages, which shall be the minimum rates paid on this project, have been filed with the Clerk of the Board, and copies will be made available to any party upon request.

CONSEQUENCE OF NEGATIVE ACTION:

Construction of the project would be delayed, and the project might not be built.

Contra Costa County
Public Works
Department

Warren Lai, Director
Deputy Directors
Stephen Kowalewski, Chief
Allison Knapp
Sarah Price
Carrie Ricci
Joe Yee

May 12, 2026

UPS Overnight: 1Z9703141391643687 **Email:** suneetha@radiusearthwork.com

Radius Earthwork, Inc.
Attn: Suneetha Tummala, Secretary
197 E. Hamiliton Avenue, Suite 204
Campbell, CA 95008

Re: 2026 Crockett and Port Costa Overlays and Curb Ramps
Project No.: 0672-6U2186

Dear Suneetha Tummala,

Our office has reviewed your bid submission and we have determined that your firm did not submit the required Good Faith Effort (GFE) documentation within two working days of the bid opening, as required by the project specifications (see Section 2-1.12A(5), Good Faith Effort Documentation Submittal).

MBE certification does not satisfy the GFE documentation requirement, which requires bidders to demonstrate that they made a good faith effort to solicit and obtain sub-bids from MBEs, WBEs, OBEs, SBEs, LBEs, and DVBEs, and properly document these efforts.

In addition to your firm's failure to comply with the Outreach Program requirements, your firm also indicated on page 9 of its bid form that your firm or its members have been convicted of offenses under Public Contract Code Section 10285.1 within the past three years. At the County's option, this irregularity would also render your bid subject to rejection by the County.

Per the project specifications, compliance with the Outreach Program requirements is a condition of contract award and failure to comply with the Outreach Program may render a bid non-responsive (see Sections 2-1.12A(1) and (6).) Therefore, we plan to recommend that your firm's bid be rejected as non-responsive for failure to submit the required GFE documentation packet and that the contract be awarded instead to the third lowest bidder, Carone & Company, Inc. , which has fully complied with those requirements, scoring 91 out of 100 GFE points and exceeding the 25% MSM goal.

Should your firm disagree with our determination, you may appeal it in writing to the Public Works Director at 255 Glacier Drive, Martinez, CA 94553 (see Section 2-1.12A(6)).

Your firm's appeal must be received at that address no later than 5:00 p.m. on May 20, 2026, and must describe in detail all facts and arguments on which your firm relies.

It is anticipated that the contract will be awarded by the Board of Supervisors to the lowest responsive bidder, Carone & Company, Inc., who has complied with the contract requirements at the Board meeting on June 9, 2026, which begins at 9:00 a.m. If you wish, you may appear at the Board meeting to comment on this matter. Any comments to the Board will be limited to the facts and arguments set forth in your firm's appeal.

Sincerely,

Adelina Huerta
Division Manager
Design/Construction Division

AH:kr:ts
G:\design\PROJECTS\2026 Countywide Surface Treatment Project - WO2040\CONSTRUCTION - Crockett and Port Costa\1 - Bid\GFE\Ltr to Radius Earthwork_final .docx
Cc: D. Schmidt, County Counsel
M. George, County Counsel
W. Lai, Public Works Director
S. Kowalewski, Public Works
R. Sanders, Public Works
K. Rodriguez, Public Works
K. Dahl, Public Works

RADIUS
EARTHWORK INC
Grading | Paving | General Engineering

Adelina Huerta
Division Manager,
Design/Construction Division
255 Glacier Drive,
Martinez CA 94553-4825

Re: 2026 Crockett and Port Costa Overlays and Curb Ramps, Project No.: 0672-6U2186

Dear Adelina Huerta,

Radius Earthwork, Inc. ("Radius") hereby formally appeals the County's determination that Radius' bid is non-responsive for failure to submit Good Faith Effort ("GFE") documentation pursuant to Section 2-1.12A(5) of the project specifications and for not qualifying under Public Contract Code Section 10285 .

Radius respectfully requests that the County reverse its determination and recognize Radius as the lowest responsive and responsible bidder for the following reasons.

I. RADIUS SATISFIED THE SUBSTANTIVE PURPOSE OF THE OUTREACH PROGRAM

The County's Outreach Program exists to promote meaningful participation by Minority Business Enterprises ("MBEs"), Disabled Veteran Business Enterprises ("DVBEs"), Small Business Enterprises ("SBEs"), and other designated firms in County public works contracting.

Radius fully achieved that objective.

Radius Earthwork itself is a certified MBE contractor. In addition, Radius committed the following certified subcontractors as part of its bid:

- DR Traffic – SBE Certified
- Golden State – MBE Certified
- Sierra Traffic – SBE Certified
- Anrak – SBE Certified

The combined participation of these certified firms equals approximately 25% of the total contract amount, thereby meeting and exceeding the County's stated MSM participation goal.

The County's position improperly elevates procedural paperwork over actual compliance with the Outreach Program's substantive participation objectives.

California Public Contract Code section 2000 expressly recognizes two alternative methods of compliance:

1. Meeting the participation goals established by the agency; or
2. Demonstrating good faith outreach efforts to achieve those goals.

California Public Contract Code § 2000(a) provides:

"A local agency may require that a contract be awarded to the lowest responsible bidder who also does either of the following:

(1) Meets goals and requirements established by the local agency relating to participation in the contract by minority business enterprises and women business enterprises. (2) Makes a good faith effort … to comply with the goals and requirements …"

Radius satisfied the first pathway by actually achieving the participation objectives through certified firms totaling approximately 25% participation.

The County's interpretation effectively reads subsection (a)(1) out of the statute and improperly converts outreach documentation into an absolute independent requirement even where the participation goals themselves were achieved.

II. CALIFORNIA LAW RECOGNIZES THAT OUTREACH PROGRAMS ARE INTENDED TO ACHIEVE PARTICIPATION OBJECTIVES — NOT TO DISQUALIFY BIDDERS WHO HAVE ALREADY ACHIEVED THEM

In Domar Electric, Inc. v. City of Los Angeles, the California Court of Appeal explained that Public Contract Code section 2000 authorizes two distinct forms of outreach compliance:

- programs based upon actual achievement of participation goals; and
- programs based upon good faith outreach efforts.

The Court explained:

"Section 2000 was enacted … creating exceptions to the requirement [of award to the lowest bidder] … The Legislature envisioned two types of programs — one whose goals and requirements could be met either by achieving a set number, percentage, or quota of MBE/WBE participation

or demonstrating the good faith effort … and one whose goals and requirements involved only the making of a good faith outreach effort…"

Domar Electric, Inc. v. City of Los Angeles (1995) 41 Cal.App.4th 810, 823-824. ()

Radius achieved the actual participation objective through certified subcontractor utilization and therefore satisfied the fundamental purpose of the Outreach Program.

III. ANY OMISSION OF ADDITIONAL GFE PAPERWORK CONSTITUTES A WAIVABLE INFORMALITY RATHER THAN A MATERIAL DEFECT

California competitive bidding law distinguishes between:

- material defects that affect price, competition, or fairness; and
- immaterial irregularities that may be waived by the public agency.

A bid irregularity is generally material only if it gives the bidder a competitive advantage or undermines the integrity of the bidding process.

Radius' alleged omission did neither.

Radius did not gain any competitive advantage from the alleged failure to submit additional GFE paperwork because:

- Radius already committed certified MBE/DVBE/SBE firms exceeding the participation goal;
  - the subcontractor participation was disclosed and binding;
  - the omission did not affect bid price;
  - the omission did not impair competition; and
  - the omission did not prejudice other bidders.

California courts repeatedly hold that public agencies possess discretion to waive immaterial bid irregularities where the public interest is not harmed.

See generally:
- Ghilotti Construction Co. v. City of Richmond (1996) 45 Cal.App.4th 897;
- Valley Crest Landscape, Inc. v. City Council (1996) 41 Cal.App.4th 1432;
- Menefee v. County of Fresno (1985) 163 Cal.App.3d 1175.

The purpose of competitive bidding laws is to protect the public fisc and preserve fair competition — not to impose forfeitures for technical omissions where substantive compliance has been achieved.

Rejecting the lowest bidder despite full achievement of the County's participation goals would unnecessarily increase public cost while frustrating the policy objectives underlying the Outreach Program.

IV. THE COUNTY'S RELIANCE ON DOMAR ELECTRIC IS DISTINGUISHABLE

Radius recognizes that cases such as Domar Electric upheld outreach requirements generally. However, Domar is materially distinguishable from the present situation.

In Domar, the bidder neither demonstrated outreach compliance nor achieved participation goals sufficient to satisfy the agency's requirements. Here, Radius affirmatively achieved the County's stated participation objectives through certified firms representing approximately 25% of the contract value.

Further, the outreach program discussed in Domar specifically required documentation as the operative compliance mechanism. In contrast, Public Contract Code section 2000 expressly allows compliance either through actual participation achievement or good faith efforts.

Radius satisfied the actual participation objective.

V. THE PUBLIC CONTRACT CODE SECTION 10285.1 ISSUE DOES NOT CONSTITUTE A MATERIAL BASIS FOR REJECTION

The County additionally references Radius' response concerning Public Contract Code section 10285.1.

Radius respectfully states that no disqualifying conviction applicable to Radius Earthwork, Inc. or its principals exists that would legally prohibit award of this contract.

To the extent the County interpreted any response on the bid form otherwise, Radius requests the opportunity to clarify the matter because any such response was inadvertent, non-material, and not intended as an admission of statutory disqualification.

VI. Page 9

It was clerical error. It is certified that none of our firm or its members have been convicted of offenses under Public Contract Code Section 10285.1 within the past three years.

California law strongly disfavors forfeiture of public contracts based upon clerical or non-material irregularities absent fraud, bad faith, or prejudice to the competitive process.

RADIUS
EARTHWORK INC
Grading | Paving | General Engineering

VII. CONCLUSION

Radius Earthwork fully satisfied the substantive objectives of the County's Outreach Program by:

- participating as a certified MBE prime contractor; and
- committing certified MBE/DBE/SBE subcontractors totaling approximately 25% of the contract amount.

It was clerical error on Page 9. It is certified that none of our firm or its members have been convicted of offenses under Public Contract Code Section 10285.1 within the past three years.

The alleged omission of additional GFE paperwork and clerical mistake on page 9 did not affect price, fairness, competition, or the County's outreach objectives and therefore constitutes, at most, a waivable immaterial irregularity.

Accordingly, Radius respectfully requests that the County:

1. Reverse the determination of non-responsiveness;
2. Deem Radius' bid responsive and compliant; and
3. Recommend award to Radius Earthwork as the lowest responsive and responsible bidder.

Thank you for your consideration of this appeal.

Sincerely,

Sunectha Tummala

Radius Earthwork Inc

408-429-3086

Contra Costa County
Public Works
Department

Warren Lai, Director
Deputy Directors
Stephen Kowalewski, Chief
Allison Knapp
Sarah Price
Carrie Ricci
Joe Yee

May 21, 2026

UPS Overnight: 1Z9703141391684731 **Email:** suneetha@radiusearthwork.com

Radius Earthwork Inc.
Attn: Suneetha Tummala
197 Hamilton Avenue, Ste. 201
Campbell, CA 95008

Re: Your Firm's Appeal Letter Dated 5/15/2026
2026 Crockett and Port Costa Overlays and Curb Ramps
Project No.: 0672-6U2186

Dear Ms. Tummala:

This responds to your May 15, 2026 appeal letter, which was sent in response to the May 12, 2026 letter from our department. Our letter notified your firm of our determination that your bid was non-responsive for failure to submit the Good Faith Effort (GFE) documentation required by the project specifications and of our intention to recommend that your bid be rejected and that the contract for this project be awarded to the third bidder, Carone & Company, Inc. ("Carone"). As stated in our letter, your firm achieved 0 of the 75 required GFE points, whereas Carone achieved 91 GFE points and exceeded the Mandatory Subcontracting Minimum (MSM) goal of 25%.

In your letter, you requested reconsideration of our determination. Such reconsideration is provided for in Section 2-1.12A(6), which reads:

> "In the event that the Board of Supervisors considers awarding away from the apparent low bidder because of the bidder's failure supply adequate good faith effort documentation, the County shall afford the bidder an opportunity to present further evidence prior to award of contract."

As explained below, after carefully reviewing your letter and arguments, I have determined that your May 15, 2026 appeal letter is without merit, that our department's original determination was correct, and that your request must be denied.

In your firm's letter, you did not submit any further evidence to dispute your firm's failure to submit the GFE documentation required by the project specifications and your firm's GFE scoring (0 out of 75 required GFE points). That alone requires that your request for reconsideration be denied.

Instead of submitting evidence to dispute the scoring of your firm's GFE, your firm has attempted to argue that your firm should be excused from Outreach Program requirements because your firm is an MBE and because you are utilizing MBE and SBE certified subcontractors. That argument is contrary to the project specifications, which require that ***all*** bidders comply with the Outreach Program (GFE) requirements, including the following:

"This project is subject to the requirements of the County's Outreach Program which encourages the use of minority business enterprises (MBEs), women business enterprises (WBEs), disabled veteran business enterprises (DVBEs), other business enterprises (OBEs), small business enterprises (SBEs), and local business enterprises (LBEs). Section 2-1.12, 'OUTREACH PROGRAM AND MANDATORY SUBCONTRACTING MINIMUM (MSM),' of these special provisions covers the requirements." (Special Notices.)

"You are required to take specific actions to outreach to said business enterprises for participation in the execution of the work to be done under this contract and document these 'good faith efforts'." (Special Notices.)

"This project is subject to the policies and requirements established in the County's Outreach Program for the use of Minority Business Enterprises (MBEs), Women Business Enterprises (WBEs), Disabled Veteran Business Enterprises (DVBEs), Small Business Enterprises (SBEs), Local Business Enterprises (LBEs), and Other Business Enterprises (OBEs). The County is committed to ensuring full and equitable participation by minority, women, and other sub-bid or subcontracting businesses in County-funded construction projects. The Outreach Program is set forth herein. Bidders should be fully informed of this program. ... Failure to comply with the County's Outreach Program may render the bid non-responsive." (Special Provisions, Sect. 2-1.12A(1).)

"The bidder must take affirmative steps prior to bid opening to ensure that a maximum effort is made to recruit sub-bidders/subcontractors. Minority and women-owned and controlled business must be considered along with other business enterprises whenever possible as sources of supplies, construction, and other services. The required affirmative steps for Good Faith Effort documentation are outlined below." (Special Provisions, Sect. 2-1.12A(4).)

"It is a policy of Contra Costa County to provide all MBEs, WBEs, DVBEs, OBEs, SBEs and LBEs an equal opportunity to participate in the performance of all County contracts. Bidders must assist the County in implementing this policy by taking all reasonable steps to ensure that all qualified business enterprises, including MBEs, WBEs, DVBEs, OBEs, SBEs and LBEs have an equal opportunity to compete for and participate in County contracts. ... Failure to include supporting documentation of a good faith effort and failure to achieve a minimum of 75 out of 100 Good Faith Effort

evaluation points may render the bid non-responsive and may result in its rejection. Adequacy of bidder's good faith effort will be determined after consideration of the indicators of good faith as set forth below." (Same.)

"No later than 4:00 p.m. within two working days of the bid opening, the apparent three lowest responsible bidders shall submit completed good faith effort documentation to the County. (Special Provisions, Sect. 1-1.12A(5).)

"The award of a contract will be to the lowest responsive, responsible bidder whose proposal complies with all requirements prescribed herein. This includes compliance with the required Outreach Program. A positive and adequate demonstration to the satisfaction of the Board of Supervisors that a good faith effort to include MBE/WBE/OBE/SBE/LBE subcontractors' participation was made is a condition for eligibility for award of the contract." (See Special Provisions, Sect. 2-1.12A(6).)

Your firm's letter actually questions the entire validity and basis of the County's Outreach Program (adopted by the Board of Supervisors in 1998), which treats all bidders equally and focuses on subcontracting (i.e., providing outreach and equal opportunities to all subcontractors). In essence, your firm is arguing that the County should disregard the Outreach Program (GFE requirements) in the project specifications and should exempt your firm from those requirements because of your MBE status and your utilization of MBE and SBE subcontractors. Having put this project out to bid with Outreach Program requirements applicable to all bidders, the County cannot disregard those specifications for the benefit of one bidder. We also cannot give your firm special treatment by waiving or exempting you from requirements applicable to all other bidders. (*Domar Electric, Inc. v. City of Los Angeles* (1995) 41 Cal.App.4th 810; *Valley Crest Landscape, Inc. v. City Council* (1996) 41 Cal.App.4th 1432.)

Your firm's argument that having MBE and SBE participation fully satisfies the purpose of the County's Outreach Program is incorrect. Not only does that argument ignore the above Outreach Program requirements applicable to all bidders, but it also ignores that the Outreach Program is designed to require outreach (equality of opportunity) to all subcontractors, suppliers, etc., not just to MBEs and SBEs.

Similarly, your firm's argument about Public Contract Code Section 2000 is also mistaken. That section has been largely overridden by Proposition 209 and, in any event, this project was not put out to bid with MBE and WBE goals. Instead, what was required of you and the other bidders was to perform and document broad outreach to all firms, not just MBEs and WBEs.

Based on the above, I have determined that your firm's request for reconsideration is without merit in that you have not shown that the GFE scoring and the determination of non-responsiveness were incorrect.

Our department has thoroughly reviewed and evaluated the bids submitted and determined that Carone is the lowest responsible bidder, having fully complied with all project requirements, including the Outreach Program and MSM requirements. Accordingly, I plan to recommend that the contract be awarded to Carone at the Board of Supervisors meeting on June 9, 2026, which begins at 9:00 a.m. If your firm still disagrees with the determination that your bid was non-responsive and subject to rejection, you may appear and address the Board at that time.

Although I have denied your request for reconsideration on this project, the County appreciates your firm bidding on our projects and hopes you will continue to do so as other projects come up.

Sincerely,

Warren Lai
Public Works Director
Contra Costa County Public Works

WL:AH:DFS:kr:ts
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cc: Adelina Huerta, Public Works Department, Design/Construction
Joe Yee, Public Works Department, Administration
David F. Schmidt, County Counsel's Office
Michael J. George, County Counsel's Office
Laura Strobel, County Administrator's Office
Monica Nino, County Administrator's Office
Timothy Ewell, County Administrator's Office
Antoine Wilson, Risk Management

Contra Costa County
Public Works
Department

Warren Lai, Director
Deputy Directors
Stephen Kowalewski, Chief
Allison Knapp
Sarah Price
Carrie Ricci
Joe Yee

May 12, 2026

UPS Overnight: 1Z9703141394059876 **Email:** dan@missionconst.com

Mission Constructors, Inc.
Attn: Dan Harry, VPO
195 Bayshore Blvd.
San Francisco, CA 94124

Re: 2026 Crockett and Port Costa Overlays and Curb Ramps
Project No.: 0672-6U2186

Dear Mr. Harry,

Our office has reviewed your bid submission and we have determined that your firm did not submit the required Good Faith Effort (GFE) documentation within two working days of the bid opening, as required by the project specifications (see Section 2-1.12A(5), Good Faith Effort Documentation Submittal).

Per the project specifications, compliance with the Outreach Program requirements is a condition of contract award and failure to comply with the Outreach Program may render a bid non-responsive (see Sections 2-1.12A(1) and (6).) Therefore, we plan to recommend that your firm's bid be rejected as non-responsive for failure to submit the required GFE documentation packet and that the contract be awarded instead to the third lowest bidder, Carone & Company, Inc., which has fully complied with those requirements, scoring 91 out of 100 GFE points and exceeding the 25% MSM goal.

In addition to your firm's failure to comply with the Outreach Program requirements, your firm also failed to complete, submit, and sign page 11 of the bid form (Signature of Bidder). At the County's option, this irregularity would also render your bid non-responsive and subject to rejection by the County.

Should your firm disagree with our determination, you may appeal it in writing to the Public Works Director at 255 Glacier Drive, Martinez, CA 94553 (see Section 2-1.12A(6)). Your firm's appeal must be received at that address no later than 5:00 p.m. on May 20, 2026, and must describe in detail all facts and arguments on which your firm relies.

It is anticipated that the contract will be awarded by the Board of Supervisors to the lowest responsive bidder, Carone & Company, Inc., who has complied with the contract

requirements, at the Board meeting on June 9, 2026, which begins at 9:00 a.m. If you wish, you may appear at the Board meeting to comment on this matter. Any comments to the Board will be limited to the facts and arguments set forth in your firm's appeal.

Sincerely,

Adelina Huerta
Division Manager
Design/Construction Division

AH:kr:ts
G:\design\PROJECTS\2026 Countywide Surface Treatment Project - WO2040\CONSTRUCTION - Crockett and Port Costa\1 - Bid\GFE\Ltr to Mission Constructors_final .docx

Cc: D. Schmidt, County Counsel
M. George, County Counsel
W. Lai, Public Works Director
S. Kowalewski, Public Works
R. Sanders, Public Works
K. Rodriguez, Public Works
K. Dahl, Public Works

1025 ESCOBAR STREET
MARTINEZ, CA 94553

CONTRA COSTA COUNTY

Staff Report

File #: 26-2379 **Agenda Date:** 6/9/2026 **Agenda #:** C.159.

To: Board of Supervisors

From: Warren Lai, Public Works Director/Chief Engineer

Report Title: AWARD a design build contract to Accurate Controls, Inc. for the Juvenile Hall Camera System Upgrade Project at 202 Glacier Drive, Martinez.

☒Recommendation of the County Administrator ☐ Recommendation of Board Committee

RECOMMENDATIONS:

APPROVE the Criteria Documents, including Addenda 1 and 2, for the above project.

DETERMINE that the bid submitted by Accurate Controls, Inc. complies with all requirements of the Project Criteria Documents.

DIRECT that Accurate Controls, Inc. shall submit two good and sufficient security bonds (performance and payment bonds) in the amount of $4,971,449 each.

WAIVE any minor irregularities in Accurate Controls, Inc's. bid.

FURTHER DETERMINE that Accurate Controls, Inc. submitted the best value bid for this Project and the bid was responsive and responsible.

DIRECT that, as a condition of contract award, Accurate Controls, Inc. and its construction subcontractors shall execute a Project Labor Agreement for this Project, as required by the Project Criteria Documents.

AWARD the design-build contract for the above Project to Accurate Controls, Inc. in the listed amount of $4,971,449 submitted in the bid, including for the alternate pricing for wiring the existing lighting controls into the new control system, and DIRECT the Public Works Director, or designee, to prepare the contract.

ORDER that, after Accurate Controls, Inc. has signed the contract and returned it, together with the bonds, evidence of insurance, and other required documents, and the Public Works Director has reviewed and found them to be sufficient, the Public Works Director, or designee, is authorized to sign the contract for this Board.

ORDER that, in accordance with the Project Criteria Documents and upon signature of the construction contract by the Public Works Director, or designee, any bid bonds posted by the bidders are exonerated and any checks or cash submitted for bid security shall be returned.

AUTHORIZE the Public Works Director, or designee, to sign any escrow agreements prepared for this Project to permit the direct payment of retention into escrow for the substitution of securities for monies withheld by the County to ensure performance under the contract, pursuant to Public Contract Code Section 2230.

AUTHORIZE the Public Works Director, or designee, to approve final plans, specifications and design documents necessary to implement and construct the Juvenile Hall Camera System Upgrade Project as described in the in the Project Criteria Documents including Criteria Manual Sections 011110 (Summary of Work) and 011114 (Summary of Work -

Design Services and Deliverables).

AUTHORIZE the Public Works Director, or designee, to order changes or additions to the work pursuant to the Public Contract Code Section 20142. The extra cost to the County for any change or addition to the work so ordered shall not exceed $210,000 per instance.

DELEGATE, pursuant to Public Contract Code Section 4114, to the Public Works Director, or designee, the Board's functions under Public Contract Code Section 4107 and 4110.

DECLARE that, should the award of contract to Accurate Controls, Inc. be invalidated for any reason, the Board would not in any event have awarded the contract to any other bidder, but instead would have exercised its discretion to reject the bids received. Nothing shall prevent the Board from re-awarding the contract to another bidder in cases where the successful bidder establishes a mistake, refuses to sign the contract, or fails to furnish required bonds or insurance (see Public Contract Code Sections 5100-5107).

FISCAL IMPACT:

The design-build contract amount for the Juvenile Hall Camera System Project is $4,971,449. The total estimated project budget, including the design-build contract, County project management, inspections, and contingency, is $5,903,054. Funding for the project is expected to be entirely covered by County General Funds.

Funding Source	**Percentage**	**Amount (Contract Award)**
General Funds	100%	$4,971,448.80
Total	**100%**	**$4,971,448.80**

BACKGROUND:

The proposed new systems will comply with the 2025 California Building Code, Title 15, Title 22, and Title 24 requirements and Contra Costa County Building Design and Construction Guidelines.

The Project, located at 202 Glacier Drive, Martinez, CA 94553, includes the upgrade and full integration of Security Surveillance Video, and Door Control Systems. The following is intended to provide a general outline of the proposed project scope, components and generally anticipated program and operational requirements (quantities are approximate):

- Design-Build Entity (DBE) shall confirm overall vision with County stakeholders.
- Design-Build Entity will design and build a comprehensive, turn-key, and state-of-the-art Security Surveillance Video Camera, and Door Control System based on Avigilon Unity Video or equal for video surveillance. The access control (door control) system shall be an open, non-proprietary solution that meets the facility's operational, security, and integration requirements. New Programmable Logic Controllers (PLCs) will be required.

The original construction cost estimate was $1,500,000. After further site investigations and scoping discussions, it was determined through a formal estimate that the previously approved budget amount would be insufficient to facilitate the complete security surveillance system and technology infrastructure needs of the facility. The new estimated budget was amended to $5,903,054 to adequately cover the complete requirements of the security surveillance system and technology infrastructure.

Two potential design-build entities (DBEs) were selected for the project through a competitive, qualifications-based selection process. On March 3, 2026, the Board authorized Public Works to invite the shortlisted DBEs to submit

proposals for design and construction services to complete the project.

On March 4, 2026, Public Works issued a Request for Proposal (RFP) to the short-listed DBEs: Accurate Controls, Inc., and DecoTech Systems. On April 15, 2026, Public Works received a proposal from only one of the two entities. A four-person selection committee consisting of Contra Consta County Probation and Public Works staff scored the proposals and conducted interviews with the one team.

In summary, the best value proposal evaluation process included two categories of factors: (1) the Evaluation Factor Categories evaluated on a "favorable / unfavorable" basis as follows:

A. Executive Summary Skilled

B. Certifications

C. Exceptions to Criteria Manual and Criteria Documents

D. "Favorable/Unfavorable" Factors

E. Criteria Documents Conformance

F. Bidding Documents

G. Plans (General, Architectural, and Low Voltage)

H. Specifications

I. Other

and (2) scored Evaluation Factor Categories evaluated on a points basis as follows:

A. Subconsultant/Subcontractor Outreach/Procurement Plan

B. Criteria Documents Conformance

C. Team Qualifications

D. Interview / Presentation

The one bidder, Accurate Controls, Inc. submitted a responsive bid and was awarded all required points by each of the four selection committee members. Based on their high scoring proposal, the committee recommends Accurate Controls, Inc. proposal as the best value for the County.

The contractor will be required to enter into a Project Labor Agreement in connection with the construction services to be performed under the contract.

Construction is expected to be completed by Summer of 2027.

CONSEQUENCE OF NEGATIVE ACTION:

Without Board of Supervisors' approval, the Juvenile Hall Camera System Upgrade Project will not be completed, and the $4,971,449 earmarked for design-build contract will not be used. The existing camera and door control system is antiquated, causing operational problems, and increasing risk for the Probation department employees and youth held within the facility. Any further delays will cause the County to incur additional costs to modify the existing system, as it is not functioning properly.

1025 ESCOBAR STREET
MARTINEZ, CA 94553

CONTRA COSTA COUNTY

Staff Report

File #: RES 2026-204 **Agenda Date:** 6/9/2026 **Agenda #:** C.160.

To: **Board of Supervisors**

From: Susan Brajkovic, Director of Risk Management

Report Title: Amendment of Public Risk Innovation, Solutions, and Management Joint Powers ("PRISM") Agreement

☒Recommendation of the County Administrator ☐ Recommendation of Board Committee

RECOMMENDATIONS:
ADOPT resolution to approve and authorize the County's designated Primary and/or Alternate Public Risk Innovation, Solutions, and Management (PRISM) Board members to execute the proposed amendment to the PRISM Joint Powers Agreement.

FISCAL IMPACT:
No fiscal impact.

BACKGROUND:
Public Risk Innovation, Solutions, and Management (PRISM) is recognized as the largest public entity property and casualty pool in the United States. PRISM was formed by and for the California counties in 1979 by the California State Association of Counties (CSAC). Today, 54 out of the 58 counties in California participate in one or more of the PRISM programs. In 2001, PRISM expanded its offerings to other California public agencies. At this point, over 70% of the cities in California participate in one or more of the PRISM programs. In addition, a variety of special districts, school districts, and JPAs also participate in PRISM Programs.

After 25 years of having public entity members participate in PRISM, the members of PRISM have proposed to update the composition of the Board of Directors to recognize the partnership that the counties have with the public entity members. At present, the PRISM Board of Directors is composed of 54 county members (all county members have a voting position on the Board of Directors) and seven public entity voting spots for a total of 61 voting members. There are also three alternates for the public entity votes, but they only stand in place of the seven voting spots and not in addition to. The proposal is to add 10 additional voting public entity board seats so that the total number of public entity voting seats will be 17 (with three additional alternates) instead of seven (with three additional alternates). This results in a total of 71 voting Board of Directors seats. Under this proposal, the counties will have a total of 76% of the total voting Board of Director seats.

In addition, the PRISM members have also proposed to update the composition of the Executive Committee which oversees the day-to-day activities of the organization. Currently, the executive Committee has 11 members, and the proposal is to increase the number to 13 with an additional two alternates. The Executive Committee members are elected by the Board of Directors. The other changes that are proposed are updates to the Agreement that reflect the current operations of the organization and remove the word insurance from the

document since the organization is a pool, not insurance.

These proposed changes were discussed with PRISM's Executive Committee and various Committee Chairs at a strategic planning retreat in November 2022. The discussion largely centered around the idea that public entities have been members of the organization since 2001, have participated in governance of the organization by serving on PRISM Committees, and approximately 50% of the contributions made to PRISM each year are from the public entity members while the other 50% is from counties. It was felt by the group that the organization should reconsider the size and function of the Board of Directors, including what it delegates to others and whether to eliminate the distinction between counties and public entity members in the governance process. The composition of the Executive Committee was also discussed.

The Board of Supervisors originally authorized the Joint Powers Agreement creating the CSAC Excess Insurance Authority, now known as PRISM, on October 5, 1979 (item number unavailable). The Board amended the Agreement on May 12, 1980 (item number unavailable); on March 3, 1987 (1-058); on November 29, 1988 (1-103); on May 4, 1993 (1-53); on November 18, 1996 (item number unavailable); on May 18, 2004 (C.16); and on May 12, 2020 (C.66).

CONSEQUENCE OF NEGATIVE ACTION:
The agreement will be out of date with the current and future practices of the organization.

THE BOARD OF SUPERVISORS OF CONTRA COSTA COUNTY, CALIFORNIA

and for Special Districts, Agencies and Authorities Governed by the Board

RESOLUTION NO.

IN THE MATTER OF AN AMENDMENT TO THE PUBLIC RISK INNOVATION, SOLUTIONS, AND MANAGEMENT JOINT POWERS AUTHORITY AGREEMENT

WHEREAS, Contra Costa County is a voting member of the Public Risk Innovation, Solutions, and Management ("PRISM") Board of Directors and PRISM has proposed amendments to the Joint Powers Authority Agreement; and

WHEREAS, the proposed changes include an amendment to the number of voting members of the Board of Directors and a change in the number of members serving on the Executive Committee; and

WHEREAS, additional changes to the Agreement have been made to conform to the current business operations and update terminology;

NOW, THEREFORE, BE IT RESOLVED the Board of Supervisors approves the amendments to the PRISM Joint Powers Agreement and authorizes the County's primary and/or alternate Board Member to execute the amended Joint Powers Agreement.

The foregoing resolution was adopted on motion by Supervisor _____, and seconded by Supervisor _____, at a regular meeting of this Board of Supervisors held on _____, by the following vote:

ATTESTED

Monica Nino, County Administrator
Contra Costa County, State of California

Adopted: October 5, 1979
Amended: May 12, 1980
Amended: January 23, 1987
Amended: October 7, 1988
Amended: March 1993
Amended: November 18, 1996
Amended: October 4, 2005
Amended: February 28, 2006
Amended: June 30, 2020
Amended: June 30, 2026

JOINT POWERS AGREEMENT
PUBLIC RISK INNOVATION, SOLUTIONS, AND MANAGEMENT

This Agreement is executed in the State of California by and among those counties and public entities organized and existing under the Constitution of the State of California, which are parties signatory to this Agreement. ~~Public Risk Innovation, Solutions, and Management (referred to herein as PRISM), formerly known as CSAC Excess Insurance Authority, was formed under the sponsorship of CSAC~~. California counties, hereinafter called member counties, and public entities, hereinafter called member public entities, (collectively "members") shall be listed in Appendix A, which shall be attached hereto and made a part hereof.

Commented [MP1]: Deleting as the document does not need a reference to the former name.

RECITALS

WHEREAS, Article 1, Chapter 5, Division 7, Title 1 of the California Government Code (Section 6500 et seq.) permits two or more public agencies by agreement to exercise jointly powers common to the contracting parties; and

WHEREAS, Article 16, Section 6 of the California Constitution provides that insurance pooling arrangements under joint exercise of power agreements shall not be considered the giving or lending of credit as prohibited therein; and

WHEREAS, California Government Code Section 990.4 provides that a local public entity may self-insure, purchase insurance through an authorized carrier, or purchase insurance through a surplus line broker, or any combination of these; and

WHEREAS, pursuant to California Government Code Section 990.6, the cost of insurance provided by a local public entity is a proper charge against the local public entity; and

WHEREAS, California Government Code Section 990.8 provides that two or more local entities may, by a joint powers agreement, provide insurance for any purpose by any one or more of the methods specified in Government Code Section 990.4 and such pooling of self-insured claims or losses is not considered insurance nor subject to regulation under the Insurance Code; and

WHEREAS, the counties and public entities executing this Agreement desire to join together for the purpose of jointly funding and/or establishing excess and other ~~insurance~~ coverage programs as determined;

Commented [MP2]: Replacing "insurance" with the word "coverage" throughout the document since JPAs are not "insurance".

NOW THEREFORE, the parties agree as follows:

ARTICLE 1
CREATION OF PRISM

Pursuant to the joint powers law, there is hereby created a public entity separate and apart from the parties hereto, to be known as Public Risk Innovation, Solutions, and Management ("PRISM"), with such powers as are hereinafter set forth.

Commented [MP3]: Moved from a later place in the document to introduce the creation of the organization earlier in the document.

ARTICLE ~~1~~2
DEFINITIONS

~~**"CSAC"** shall mean the County Supervisors Association of California, dba California State Association of Counties.~~

Commented [MP4]: This is unnecessary as there is no longer a reference to CSAC anywhere in the document.

"Board of Directors" or **"Board"** shall mean the governing body of PRISM.

"Claim" shall mean a claim made against a member arising out of an occurrence~~, which~~ that is covered by an excess or primary ~~insurance~~ coverage program of PRISM in which the member is a participant.

"Executive Committee" shall mean the Executive Committee of the Board of Directors of PRISM.

"Fiscal year" shall mean that period of twelve months ~~which~~ that is established by the Board of Directors as the fiscal year of PRISM.

"Government Code" shall mean the California Government Code.

"Insurance program" or **"program"** shall mean a program ~~which has been designated as a major program of PRISM~~ under which participating members are protected against designated losses, either through joint purchase of primary or excess insurance or reinsurance, pooling of self-insured claims or losses, purchased insurance or reinsurance, or any other combination as determined by the ~~Board of Directors~~Executive Committee or other program governing committee. The Board of Directors, the Executive Committee, or a program's governing committee may determine applicable criteria for determining eligibility in any ~~insurance~~ program, as well as establishing program policies and procedures.

Commented [MP5]: The Executive Committee recently decided to call all programs simply "programs", rather than calling them "major programs" or "miscellaneous programs."

"Joint powers law" shall mean Article 1, Chapter 5, Division 7, Title 1 (commencing with Section 6500) of the Government Code.

"Loss" shall mean a liability or potential liability of a member, including litigation expenses, attorneys' fees and other costs, ~~which~~ that is covered by a~~n insurance~~ program of PRISM in which the member is a participant.

"Member Ccounty" shall mean any county in the State of California ~~which~~ that has executed this Agreement and become a member of PRISM. "Member County" shall also include those entities or other bodies set forth in Article 3 (c).

"Member Public Entity" shall mean any California public entity, which is not a California county, ~~which~~ that has executed this Agreement, and become a member of PRISM.~~,~~ "Member Public Entity" shall also include those entities or other bodies set forth in Article 3(c).

~~**"Miscellaneous Program"** is an insurance program of PRISM that does not involve pooling of self insured claims or losses and may be made available to members as well as non member public entities that are not a party to this Agreement.~~

"Occurrence" shall mean an event, which is more fully defined in the memorandums of coverage and/or policies or reinsurance agreements of a~~n insurance~~ program, in which the participating county or participating public entity is a member.

"Participating county" shall mean any Mmember Ccounty ~~which~~ that has entered into a program offered by PRISM pursuant to Article 14 of this Agreement and has not withdrawn or been canceled therefrom pursuant to Articles 20 or 21.

"**Participating public entity**" shall mean any Mmember Ppublic Eentity ~~which~~ that has entered into a program offered by PRISM pursuant to Article 14 of this Agreement and has not withdrawn or been canceled therefrom pursuant to Articles 20 or 21.

"Self-insured retention" shall mean that portion of a loss resulting from an occurrence experienced by a member, ~~which~~ that is retained as a liability or potential liability of the member and is not subject to payment by PRISM.

"Reinsurance" shall mean insurance or reinsurance purchased by PRISM as part of a~~n insurance~~ program to cover that portion of any loss that~~, which~~ exceeds the joint funding capacity of that program.

ARTICLE ~~2~~3
PURPOSES

This Agreement is entered into by the Mmember Ccounties and Mmember Ppublic Eentities in order to jointly develop and fund ~~insurance~~ coverage programs~~ as determined~~. Such programs may include, but are not limited to, the creation of ~~joint insurance funds~~pooled risk programs, including primary and excess ~~insurance~~ coverage programs~~funds~~, the pooling of self-insured claims and losses, purchased insurance or~~, including~~ reinsurance, and the provision of necessary administrative services. Such administrative services may include, but shall not be limited to, risk management consulting, loss prevention and control, centralized loss reporting, actuarial consulting, claims adjusting, and legal ~~defense~~ services.

ARTICLE ~~3~~4
PARTIES TO AGREEMENT

(a) There shall be two classes of membership of the parties pursuant to this Agreement consisting of one class designated as Member Counties and another class designated as Member Public Entities.

(b) Each M~~m~~ember C~~c~~ounty and M~~m~~ember P~~p~~ublic E~~e~~ntity, as a party to this Agreement, certifies that it intends to and does contract with all other members as parties to this Agreement and, with such other members as may later be added as parties to this Agreement pursuant to Article 19 as to all programs of which it is a participating member. Each member also certifies that the removal of any party from this Agreement, pursuant to Articles 20 or 21, shall not affect this Agreement or the member's obligations hereunder.

(c) A member for purposes of participating in or providing ~~insurance~~ coverage under any program of PRISM, may contract on behalf of, and shall be deemed to include:

Any public entity as defined in Government Code § 811.2 which the member requests to be added and from the time that such request is approved by the Executive Committee of PRISM.

Any nonprofit entity, including a nonprofit public benefit corporation formed pursuant to Corporations Code §§ 5111, 5120 and, 5065, which the member requests to be added and from the time that such request is approved by the Executive Committee.

(d) Any public entity or nonprofit so added shall be subject to and included under the member's SIR or deductible, and when so added, may be subject to such other terms and conditions as determined by the Executive Committee.

(e) Such public entity or nonprofit shall not be considered a separate party to this Agreement. Any public entity or nonprofit so added, shall not affect the member's representation on the Board of Directors and shall be considered part of and represented by the member for all purposes under this Agreement.

(f) The Executive Committee shall establish guidelines for approval of any public entity or nonprofit so added in accordance with Article ~~3~~4(c) and (d).

(g) Should any conflict arise between the provisions of this Article and any applicable Memorandum of Coverage or other document evidencing coverage, such Memorandum of Coverage or other document evidencing coverage shall prevail.

ARTICLE ~~4~~5
TERM

This Agreement shall continue in effect until terminated as provided herein.

~~**ARTICLE 5**~~
~~**CREATION OF PRISM**~~

~~Pursuant to the joint powers law, there is hereby created a public entity separate and apart from the parties hereto, to be known as Public Risk Innovation, Solutions, and Management ("PRISM"), with such powers as are hereinafter set forth.~~

Commented [MP6]: Moved to earlier in the document.

ARTICLE 6
POWERS OF PRISM

PRISM shall have all of the powers common to General Law counties in California, such as Alpine County and all additional powers set forth in the joint powers law, and is hereby authorized to do all acts necessary for the exercise of said powers. Such powers include, but are not limited to, the following:

(a) To make and enter into contracts.

(b) To incur debts, liabilities, and obligations.

(c) To acquire, hold, or dispose of property, contributions and donations of property, funds, services, and other forms of assistance from persons, firms, corporations, and government entities.

(d) To sue and be sued in its own name, and to settle any claim against it.

(e) To receive and use contributions and advances from members as provided in Government Code Section 6504, including contributions or advances of personnel, equipment, or property.

(f) To invest any money in its treasury that is not required for its immediate necessities, pursuant to Government Code Section 6509.5.

(g) To allow ~~non-member public entities and non-member counties to participate in Miscellaneous Programs and~~ for risk management services to be provided to ~~non-member counties and non-member public entities including~~ out-of-state participants in a PRISM program.

(h) To carry out all provisions of this Agreement.

Said powers shall be exercised pursuant to the terms hereof and in the manner provided by law.

ARTICLE 7
BOARD OF DIRECTORS

PRISM shall be governed by the Board of Directors, which shall be composed as follows:

(a) One director from each M~~m~~ember C~~c~~ounty, appointed by the M~~m~~ember C~~c~~ounty's board of supervisors and serving at the pleasure of that body. Each M~~m~~ember C~~c~~ounty's ~~–~~board of supervisors shall also appoint an alternate director who shall have the authority to attend, participate in and vote at any meeting of the Board of Directors when the director is absent. A director or alternate director shall be a county supervisor, other county official, ~~or~~ staff person of the M~~m~~ember C~~c~~ounty, or agent and upon termination of office or employment with the Member C~~c~~ounty or agency relationship, shall automatically terminate membership or alternate membership on the Board of Directors.

(b) ~~Ten~~ Twenty directors consisting of seventeen directors and three alternate directors chosen in the manner specified in the Bylaws from those participating as Member P~~p~~ublic E~~e~~ntities~~y members~~. A director or alternate public entity director shall be an official, or ~~–~~staff person, or agent of the Member P~~p~~ublic E~~e~~ntity ~~member~~, and upon termination of office, ~~or~~ employment, or agency relationship with the Member P~~p~~ublic E~~e~~ntity, shall automatically terminate membership or alternate membership on the Board of Directors.

(c) ~~Member county directors shall consist of a minimum of 80% of the eligible voting members on the Board of Directors. The public entity member directors shall be reduced accordingly to ensure at least 80% of the Board of Directors consists of county director members (By way of example, if the number of county members is reduced from the current 54 by member withdrawals to a level of 28, then county members would be at the 80% level, 28/35. If the county members go to 27, then the public entity members would lose one seat and would only have 6 votes).~~

Any vacancy in a county director or alternate director position shall be filled by the appointing county's board of supervisors, subject to the p~~P~~rovisions of this Article. Any vacancy in a public entity director position shall be filled by vote of the public entity members.

A majority of the membership of the Board of Directors shall constitute a quorum for the transaction of business. Each member of the Board of Directors shall have one vote. Except as otherwise provided in this Agreement or any other duly executed agreement of the members, all actions of the Board of Directors shall require the affirmative vote of a majority of the members; provided, that any action which is restricted in effect to one of PRISM's insurance programs, shall require the affirmative vote of a majority of those Board of Directors members who represent counties and public entities participating in that program. For purposes of an insurance program vote, to the extent there are public entity members participating in a program, the public entity Board of Directors members as a whole shall have a minimum of one vote. The public entity Board of

Directors members may in no event cast more votes than would constitute 20% of the number of total county members in that program (subject to the one vote minimum). Should the number of public entity Board of Directors votes authorized herein be less than the number of public entity Board of Directors members at a duly noticed meeting, the public entity Board of Directors members shall decide among themselves, which Board of Directors member shall vote. Should they be unable to decide, the President of PRISM shall determine which director(s) shall vote.

ARTICLE 8
POWERS OF THE BOARD OF DIRECTORS

The Board of Directors shall have the following powers and functions:

(a) The Board of Directors shall exercise all powers and conduct all business of PRISM, either directly or by delegation to other bodies or persons unless otherwise prohibited by this Agreement, or any other duly executed agreement of the members or by law.

(b) The Board of Directors may adopt such resolutions as deemed necessary in the exercise of those powers and duties set forth herein.

(c) The Board of Directors shall form an Executive Committee, as provided in Article 11. The Board of Directors may delegate to the Executive Committee and the Executive Committee may discharge any powers or duties of the Board of Directors except adoption of PRISM's annual budget. The powers and duties so delegated shall be specified in resolutions adopted by the Board.

(d) The Board of Directors or Executive Committee may form, as provided in Article 12, such other committees as it deems appropriate to conduct the business of PRISM. The membership of any such other committee may consist in whole or in part of persons who are not members of the Board of Directors.

(e) The Board of Directors shall elect the officers of PRISM and shall appoint or employ necessary staff in accordance with Article 13.

(f) The Board of Directors shall cause to be prepared, and shall review, modify as necessary, and adopt the annual operating budget of PRISM. Adoption of the budget may not be delegated.

(g) The Board of Directors shall develop, or cause to be developed, and shall ~~review, modify as necessary, and adopt~~oversee each ~~insurance~~ program of PRISM, including all provisions for self-insurance, pooling, excess or reinsurance, and administrative services necessary to carry out such program.

(h) The Board of Directors, directly or through the Executive Committee, shall provide for necessary services to PRISM and to members, by contract or otherwise, which may include, but shall not be limited to, risk management consulting, loss prevention and control, centralized loss reporting, actuarial consulting, claims adjusting, and legal services.

(i) The Board of Directors, directly or through the Executive Committee, shall provide general supervision and policy direction to the Chief Executive Officer.

(j) The Board of Directors shall receive and act upon reports of the committees and the Chief Executive Officer.

(k) The Board of Directors shall act upon each claim involving liability of PRISM, directly or by delegation of authority to the Executive Committee or other committee, body or person, provided, that the Board of Directors shall establish monetary limits upon any delegation of claims settlement authority, beyond which a proposed settlement must be referred to the Board of Directors for approval.

(l) The Board of Directors, directly or through the Executive Committee or other committee, may require that PRISM review, audit, report upon, and make recommendations with regard to the safety or claims administration functions of any member, insofar as those functions affect the liability or potential liability of PRISM. The Board of Directors, Executive Committee, or other committee may forward any or all such recommendations to the member with a request for compliance and a statement of potential consequences for noncompliance.

(m) The Board of Directors shall receive, review and act upon periodic reports and audits of the funds of PRISM, as required under Articles 15 and 16 of this Agreement.

(n) The Board of Directors, directly or through the Executive Committee or program committee, may~~, upon consultation with a casualty actuary,~~ declare that any funds established for any program has a surplus of funds and determine a formula to return such surplus to the participating counties and participating public entities, which have contributed~~,~~ to such fund. Likewise, the Board, Executive Committee or program committee may declare that funds established for any program has a deficit of funds and determine a formula to collect additional funds from the participating counties and participating public entities, which have contributed to such fund.

Commented [MP7]: Program MOUs contain information on collecting funds from the membership when there is a deficit. Since this provision sets forth provisions for distributing surplus, we are adding in the deficit situation as well

(o) The Board of Directors, directly or through the Executive Committee, shall have such other powers and duties as are reasonably necessary to carry out the purposes of PRISM.

ARTICLE 9

MEETINGS OF THE BOARD OF DIRECTORS

(a) The Board of Directors shall hold at least one regular meeting each year and shall provide for such other regular meetings and for such special meetings as it deems necessary.

(b) The Chief Executive Officer of PRISM shall provide for the keeping of minutes of regular and special meetings of the Board of Directors, and shall provide a copy of the minutes to each member of the Board of Directors at the next scheduled meeting.

(c) All meetings of the Board of Directors, the Executive Committee and such other committees ~~as established by the Board of Directors~~ pursuant to Article 12 herein, shall be called, noticed, held and conducted in accordance with the provisions of Government Code Section 54950 et seq.

ARTICLE 10
OFFICERS

The Board of Directors shall elect from its membership a President and Vice President of the Board, to serve for one-year terms.

The President, or in his or her absence, the Vice President, shall preside at and conduct all meetings of the Board of Directors and shall chair the Executive Committee.

ARTICLE 11
EXECUTIVE COMMITTEE

The Board of Directors shall establish an Executive Committee of the Board of Directors, which shall consist of ~~eleven~~ fifteen members: the President and Vice President of the Board of Directors, ~~and nine~~eleven voting members, and two alternates elected by the Board of Directors from its membership.

The terms of office of the ~~nine~~ eleven non-officer members shall be as provided in the Bylaws of PRISM.

The Executive Committee shall conduct the business of PRISM between meetings of the Board of Directors, exercising all those powers as provided for in Article 8, or as otherwise delegated to it by the Board.

ARTICLE 12
COMMITTEES

The Board of Directors, directly or through the Executive Committee, may establish committees~~,~~ as it deems appropriate to conduct the business of PRISM. Members of the committees shall be appointed by the ~~Board of Directors~~Executive Committee~~, to serve two year terms, subject to reappointment by the Board of Directors~~.

~~The members of each~~Each committee shall annually select one of their members to chair the Committee.

Each committee shall be composed of at least five members and shall have those duties as determined by the Board of Directors, Executive Committee, or as otherwise set forth in the Bylaws.

Each committee shall meet on the call of its chair, and shall report to the Executive Committee and the Board of Directors ~~as directed by the Board of Directors~~.

ARTICLE 13
STAFF

(a) **Principal Staff.** The Chief Executive Officer shall be appointed by and serve at the pleasure of the Board of Directors. The Chief Executive Officer shall serve as the Board Secretary and administer the business and activities of PRISM, subject to the general supervision and policy direction of the Board of Directors and Executive Committee; shall be responsible for all minutes, notices and records of PRISM and shall perform such other duties as are assigned by the Board and Executive Committee.

(b) **Treasurer and Auditor.** Pursuant to Government Code Section 6505.6, the Chief Financial Officer shall serve as the Treasurer/Auditor. The duties of the Treasurer are set forth in Article 16 of this Agreement. The Chief Financial Officer shall draw warrants to pay demands against PRISM. The Chief Financial Officer shall comply with the provisions of Government Code Section 6505.5 (a-d) and shall be appointed by and serve at the pleasure of the Chief Executive Officer.

(c) **Other Staff.** The Board of Directors, Executive Committee or Chief Executive Officer shall provide for the appointment of such other staff as may be necessary for the administration of PRISM.

ARTICLE 14
DEVELOPMENT, FUNDING AND IMPLEMENTATION OF ~~INSURANCE~~ PROGRAMS

(a) **Program Coverage.** ~~Insurance p~~Programs of PRISM may provide coverage, including excess insurance and/or reinsurance coverage, or services for any Member Ccounty or Member Ppublic Eentity ~~risk the Board of Directors or Executive Committee~~.:

~~(1) Workers' compensation;~~

~~(2) Comprehensive liability, including but not limited to general, personal injury, contractual, public officials errors and omissions, and incidental malpractice liability;~~

Commented [MP8]: Simplifying this to a basic description rather than listing various types of coverage programs.

~~(3) Comprehensive automobile liability;~~

~~(4) Hospital malpractice liability;~~

~~(5) Property and related programs;~~

~~and may provide any other coverages authorized by the Board of Directors. The Board of Directors shall determine, for each such program, a minimum number of participants required for program implementation and may develop specific program coverages requiring detailed agreements for implementation of the above programs.~~

(b) **Program and PRISM Funding.** The members developing or participating in a~~n insurance~~ program shall fund all costs of that program, including administrative costs, as hereinafter provided. Costs of staffing and supporting PRISM, hereinafter called PRISM general expenses, shall be equitably allocated among the various programs by the Board of Directors, and shall be funded by the members developing or participating in such programs in accordance with such allocations, as hereinafter provided. ~~In addition, the Board of Directors may, in its discretion, allocate a share of such PRISM general expense to those members, which are not developing or participating in any program, and require those counties and public entities to fund such share through a prescribed charge.~~

Commented [MP9]: This allocation is not in use as it was eliminated by the Board over 10 years ago.

(1) **Annual Premium.** Except as provided in (2) below, all post-development costs of a~~n insurance~~ program shall be funded by annual premiums charged to the members participating in the program each policy year, and by interest earnings on the funds so accumulated. Such premiums shall be determined by the ~~Board of Directors~~Executive Committee or the program's governing committee upon the basis of a cost allocation plan and rating formula ~~developed~~ adopted by ~~PRISM with the assistance of a casualty actuary, risk management consultant, or other qualified person~~the Executive Committee or the program's governing committee. The premium for each participating member shall include that participant's share of expected program losses including a margin for contingencies as determined by the ~~Board of Directors~~Executive Committee or program governing committee, program reinsurance costs, and program administrative costs for the year, plus that participant's share of PRISM general expense allocated to the program by the Board of Directors.

(2) ~~**Premium Surcharge**~~**Assessments**

(i) ~~If PRISM experiences an unusually large number of losses under a program during a policy year, such that notwithstanding reinsurance coverage for large individual losses, the joint insurance funds for the program may be exhausted before the next annual premiums are due, the~~

~~Board of Directors or the program's governing committee may, upon consultation with a casualty actuary, impose premium surcharges on all participating members; or~~

Commented [MP10]: Deleting this introductory paragraph as unnecessary.

~~(~~ii~~)~~ If it is determined by the Board of Directors or the program's governing committee~~, upon consultation with a casualty actuary,~~ that the ~~joint insurance funds~~funding for a program ~~are~~ is insufficient to pay losses, fund known estimated losses, and fund estimated losses, which have been incurred but not reported, the Board of Directors or the program's governing committee may ~~impose a surcharge~~declare an assessment on all participating members of the program.

(ii~~i~~) ~~Premium surcharges~~Assessments declared ~~imposed~~ pursuant to (i) ~~and/or (ii)~~ above shall be in an amount which will assure adequate funds for the program to be actuarially sound; provided that the ~~surcharge~~ assessment to any participating member shall not exceed an amount equal to three (3) times the member's annual premium for that year, unless otherwise determined by the Board of Directors or the program's governing committee.

Provided, however, that ~~no~~ if an~~premium surcharge~~ assessment is in excess of three times the member's annual premium for that year, ~~may be assessed unless~~, ninety days prior to the Board of Directors or program's governing committee taking action to determine the amount of the ~~surcharge~~assessment, PRISM will notify~~notifies~~ the governing body of each participating member, in writing, of its recommendations regarding its intent to ~~assess a premium surcharge~~declare an assessment and the amount recommended to be assessed each member. ~~PRISM shall, concurrently with the written notification, provide each participating member with a copy of the actuarial study upon which the recommended premium surcharge is based.~~

(ii~~i~~v) A member ~~which~~ that is no longer a participating member at the time the ~~premium surcharge is assessed~~assessment is declared, but ~~which~~ was a participating member during the policy year(s) for which the ~~premium surcharge was assessed~~assessment is needed, shall be required to pay ~~such~~ its share of the ~~premium surcharges~~assessment ~~as it would have otherwise been assessed~~ in accordance with the provisions of (i) and~~,~~ (ii)~~, and (iii)~~ above.

(c) **Program Implementation and Effective Date.** Upon establishment of a~~n insurance~~ program by the Board of Directors or Executive Committee, PRISM shall determine the manner of program implementation and shall

give written notice to all members of such program, which shall include, but not be limited to: program participation levels, coverages and terms of coverage of the program, estimates of first year premium charges, effective date of the program (or estimated effective date) and such other program provisions as deemed appropriate.

(d) **Late Entry Into Program.** A member which does not elect to enter a~~n insurance~~ program upon its implementation, pursuant to (c) above, or a county or public entity which becomes a party to this Agreement following implementation of the program, may ~~petition the Board of Directors for late entry into the programmake application to~~ apply to the Executive Committee or program's governing committee for entry into the program. Such request may be granted upon a majority vote of the Executive Committee or program committee. ~~Such request may be granted upon a majority vote of the Board of Directors members, plus a majority vote of those board members who represent participants in the program. Alternatively, a county or public entity may petition the Executive Committee for late entry into the program, or a program committee, when authorized by an MOU governing that specific program, may approve late entry into that program. Such request may be granted upon a majority vote of the Executive Committee or program committee.Such application shall be considered for approval by the Executive Committee or program governing committee.~~

Commented [MP11]: These changes reflect how the organization currently functions.

(e) **Reentry Into A Program.** Except as otherwise provided in a Program Memorandum of Understanding, any county or public entity that is a member of a~~n insurance~~ program of PRISM who withdraws or is cancelled from a~~n insurance~~ program under Articles 21 and 22, may not reenter such ~~insurance~~ program for a period of three years from the effective date of withdrawal or cancellation.

ARTICLE 15
ACCOUNTS AND RECORDS

(a) **Annual Budget.** ~~PRISM~~ The Board of Directors shall annually adopt an operating budget pursuant to Article 8 of this Agreement, which shall include a separate budget for each ~~insurance~~ program under development or adopted and implemented by PRISM.

(b) **Funds and Accounts.** The ~~Auditor~~ Chief Financial Officer ("CFO") of PRISM shall establish and maintain such funds and accounts as may be required by good accounting practices and by the Board of Directors. Separate accounts shall be established and maintained for each ~~insurance~~ program under development or adopted and implemented by PRISM. Books and records of PRISM ~~in the hands of the Auditor~~ shall be

open to inspection at all reasonable times by authorized representatives of members.

PRISM shall adhere to the standard of strict accountability for funds set forth in Government Code Section 6505.

(c) **~~Auditor's~~ CFO's Report.** The ~~Auditor~~CFO, within one hundred and eighty (180) days after the close of each fiscal year, shall give a complete written report of all financial activities for such fiscal year to the Board and to each member.

(d) **Annual Audit.** Pursuant to Government Code Section 6505, PRISM shall either make or contract with a certified public accountant to make an annual fiscal year audit of all accounts and records of PRISM, conforming in all respects with the requirements of that section. A report of the audit shall be filed as a public record with each of the members and also with the county auditor of the county where the home office of PRISM is located and shall be sent to any public agency or person in California that submits a written request to PRISM. The report shall be filed within six months of the end of the fiscal year or years under examination. Costs of the audit shall be considered a general expense of PRISM.

ARTICLE 16
RESPONSIBILITIES FOR FUNDS AND PROPERTY

(a) The Treasurer shall have the custody of and disburse PRISM's funds. He or she may delegate disbursing authority to such persons as may be authorized by the ~~Board of Directors~~Executive Committee to perform that function, subject to the requirements of (b) below.

(b) Pursuant to Government Code Section 6505.6, the Treasurer shall:

(1) Receive and acknowledge receipt for all funds of PRISM and place them in the treasury of the Treasurer to the credit of PRISM.

(2) Be responsible upon his or her official bond for the safekeeping and disbursements of all PRISM funds so held by him or her.

(3) Pay any sums due from PRISM, as approved for payment by the ~~Board of Directors~~Executive Committee or by any body or person to whom the ~~Board of Directors~~Executive Committee has delegated approval authority, making such payments from PRISM funds upon warrants drawn by the ~~Auditor~~CFO.

(c) Pursuant to Government Code Section 6505.1, the Chief Executive Officer, the Treasurer, and such other persons as the ~~Board of Directors~~Executive Committee may designate shall have charge of, handle, and have access to the property of PRISM.

(d) PRISM shall secure and pay for a fidelity bond or bonds or crime insurance, in an amount or amounts and in the form specified by the ~~Board of Directors~~Executive Committee, covering all officers and staff of PRISM, and all officers and staff who are authorized to have charge of, handle, and have access to property of PRISM.

ARTICLE 17
RESPONSIBILITIES OF MEMBERS

Members shall have the following responsibilities under this Agreement.

(a) The board of supervisors of each M~~m~~ember C~~c~~ounty shall appoint a representative and one alternate representative to the Board of Directors, pursuant to Article 7. The Board of Supervisors may appoint by individual or by position.

(b) Each member shall appoint an officer or employee of the member to be responsible for the risk management function for that member and to serve as a liaison between the member and PRISM for all matters relating to risk management.

(c) Each member shall maintain an active risk prevention and control program, and shall consider and act upon all recommendations of PRISM concerning the reduction of unsafe practices.

(d) Each member shall maintain its own claims and loss records in each category of liability covered by a~~n insurance~~ program of PRISM in which the member is a participant, and shall provide copies of such records to PRISM as directed by the ~~Board of Directors or~~ Executive Committee or program governing committee~~, or to such other committee as directed by the Board of Directors or Executive Committee~~.

(e) Each member shall pay premiums and ~~premium surcharges~~assessments due to PRISM as required under Article 14. Penalties for late payment of such premiums and/or ~~premium surcharges~~assessments shall be as determined ~~and assessed~~ by ~~the Board of Directors.~~the Executive Committee. After withdrawal, cancellation, or termination action under Articles 20, 21, or 23, each member or former member shall pay promptly to PRISM any additional premiums due, as determined and assessed by the ~~Board of Directors~~Executive Committee or other Program governing committee under Articles 22 or 23. Any costs incurred by PRISM associated with the collection of such premiums or other charges, shall be recoverable by PRISM.

(f) Each member shall provide PRISM such other information or assistance as may be necessary for PRISM to develop and implement ~~insurance~~ programs under this Agreement.

(g) Each member shall cooperate with and assist PRISM, and any insurer or reinsurer of PRISM, in all matters relating to this Agreement, and shall comply with all Bylaws, and other rules adopted by the Board of Directors, Executive Committee or program governing committee.

(h) Each member shall have such other responsibilities as are provided elsewhere in this Agreement, and as are established by the Board of Directors, Executive Committee or program governing committee in order to carry out the purposes of this Agreement.

ARTICLE 18
ADMINISTRATION OF CLAIMS

(a) Subject to subparagraph (e), each member shall be responsible for the investigation, settlement or defense, and appeal of any claim made, suit brought, or proceeding instituted against the member arising out of a loss.

(b) PRISM may develop standards for the administration of claims for each ~~insurance~~ program of PRISM so as to allow PRISM to oversee the ~~permit oversight of the~~ administration of claims by the members.

(c) Each participating member shall give PRISM timely written notice of claims in accordance with the provisions of the Bylaws and the applicable program Memorandum of Coverage.

(d) A member shall not enter into any settlement involving liability of PRISM without the advance written consent of PRISM.

(e) PRISM, at its own election and expense, shall have the right to participate with a member in the settlement, defense, or appeal of any claim, suit or proceeding, which, in the judgment of PRISM, may involve liability of PRISM.

ARTICLE 19
NEW MEMBERS

Any California county or public entity may become a party to this Agreement ~~and participate in any insurance program in which it is not presently participating~~ upon approval ~~of~~ by the ~~Board of Directors, by a majority vote of the members, or by majority vote of the~~ Executive Committee.

Commented [MP12]: This change reflects how the organization has operated for many years.

ARTICLE 20
WITHDRAWAL

(a) A member may withdraw as a party to this Agreement upon thirty (30) days advance written notice to PRISM if it has never become a participant in any ~~insurance~~ program pursuant to Article 14, or if it has previously withdrawn from all ~~insurance~~ programs in which it was a participant.

(b) After becoming a participant in a~~n insurance~~ program, a member may withdraw from that program only at the end of a policy year for the program, and only if it gives PRISM at least sixty (60) days advance written notice of such action unless otherwise specified in a program Memorandum of Understanding.

Commented [MP13]: Language is necessary to accommodate the lengthier period of notice that is required in the PRISMHealth Program.

ARTICLE 21
CANCELLATION

(a) Notwithstanding the provisions of Article 20, ~~the Board of Directors may~~:

(1) The Board of Directors may, on a two-thirds vote, c~~C~~ancel any member from this Agreement and membership in PRISM~~, on a majority vote of the Board of Directors~~. Such action shall have the effect of canceling the member's participation in all ~~insurance~~ programs of PRISM as of the date that all membership is canceled.

(2) A program governing committee may c~~C~~ancel any member's participation in a~~n insurance~~ program of PRISM, without canceling the member's membership in PRISM or participation in other programs, on a vote of two-thirds of the program governing committee~~Board of Directors members present and voting who represent participants in the program~~.

~~The Board of Directors~~PRISM shall give sixty (60) days advance written notice of the effective date of any cancellation under the foregoing provisions. Upon such effective date, the member shall be treated the same as if it had voluntarily withdrawn from this Agreement, or from the ~~insurance~~ program, as the case may be.

(b) Except as otherwise provided in a program Memorandum of Understanding, a member that does not enter one or more of the ~~insurance~~ programs developed and implemented by PRISM within the member's first year as a member of PRISM shall be considered to have withdrawn as a party to this Agreement at the end of such period, and its membership in PRISM shall be automatically canceled as of that time, without action of the Board of Directors.

(c) A member which withdraws from all ~~insurance~~ programs of PRISM in which it was a participant and does not enter any program for a period of six (6) months thereafter shall be considered to have withdrawn as a party to the Agreement at the end of such period, and its membership in PRISM shall be automatically canceled as of that time, without action of the Board of Directors.

ARTICLE 22
EFFECT OF WITHDRAWAL OR CANCELLATION

(a) If a member's participation in a~~n insurance~~ program of PRISM is canceled under Article 21, with or without cancellation of membership in PRISM, and such cancellation is effective before the end of the policy year for that program, PRISM shall promptly determine and return to that member the amount of any unearned premium payment from the member for the policy year, such amount to be computed on a pro-rata basis from the effective date of cancellation.

(b) Except as provided in (a) above or as otherwise provided in a program Memorandum of Understanding, a member which withdraws or is canceled from this Agreement and membership in PRISM, or from any program of PRISM, shall not be entitled to the return of any premium or other payment to PRISM, or of any property contributed to PRISM. However, in the event of termination of this Agreement, such member may share in the distribution of assets of PRISM to the extent provided in Article 23 provided; however, that any withdrawn or canceled member, which has ~~been assessed a premium surcharge~~paid an assessment pursuant to Article 14 (b) (3) (ii) shall be entitled to return of said member's unused ~~surcharge~~assessment, plus interest accrued thereon, at such time as the Board of Directors or program governing committee declares that a surplus exists in any ~~insurance fund~~program for which an assessment was made ~~premium surcharge was assessed~~.

(c) Except as provided in (d) below, a member shall pay any premium charges, which the Board of Directors or program governing committee determines are due from the member for losses and costs incurred during the entire coverage year in which the member was a participant in such program regardless of the date of entry into such program. Such charges may include any deficiency in a premium previously paid by the member, as determined by audit under Article 14 (b) (2); any ~~premium surcharge assessed~~assessment declared and attributed to the member under Article 14 (b) (3); and any additional amount of premium, which the ~~Board of Directors~~Executive Committee determines to be due from the member upon final disposition of all claims arising from losses under the program during the entire coverage year in which the member was a participant regardless of date of entry into such program. Any such premium charges shall be payable by the member in accordance with PRISM's invoice and payment policy.

(d) Those members that have withdrawn or been canceled pursuant to Articles 20 and 21 from any program of PRISM during a coverage year shall pay any premium charges which the Board of Directors or Executive Committee determines are due from the members for losses and costs which were incurred during the member's participation in any program.

~~(d)~~(e)

ARTICLE 23
TERMINATION AND DISTRIBUTION OF ASSETS

(a) A three-fourths vote of the total voting membership of PRISM, consisting of member counties, acting through their boards of supervisors, and the voting Board of Directors members from the member public entities, is required to terminate this Agreement; provided; however, that this Agreement and PRISM shall continue to exist after such election for the purpose of disposing of all claims, distributing all assets, and performing all other functions necessary to conclude the affairs of PRISM.

(b) Upon termination of this Agreement, all assets of PRISM in each ~~insurance~~ program shall be distributed among those members ~~which~~ that participated in that program in proportion to their ~~cash~~ premium contributions~~, including premiums paid and property contributed (at market value when contributed)~~. The Board of Directors shall determine such distribution within six (6) months after disposal of the last pending claim or other liability covered by the program.

(c) Following termination of this Agreement, any member ~~which~~ that was a participant in a~~n insurance~~ program of PRISM shall pay any additional amount of premium, determined by the Board of Directors in accordance with a loss allocation formula, which may be necessary to enable final disposition of all claims arising from losses under that program during the entire coverage year in which the member was a participant regardless of the date of entry into such program.

ARTICLE 24
LIABILITY OF BOARD OF DIRECTORS, OFFICERS, COMMITTEE MEMBERS AND LEGAL ADVISORS

The members of the Board of Directors, Officers, committee members and legal advisors to any Board of Directors or committees of PRISM shall use ordinary care and reasonable diligence in the exercise of their powers and in the performance of their duties pursuant to this Agreement. They shall not be liable for any mistake of judgment or any other action made, taken or omitted by them in good faith, nor for any action taken or omitted by any agent, employee or independent contractor selected with reasonable care, nor for loss incurred through investment of PRISM funds, or failure to invest.

No Director, Officer, committee member, or legal advisor to any Board of Directors or committee shall be responsible for any action taken or omitted by any other Director, Officer, committee member, or legal advisor to any committee. No Director, Officer, committee member or legal advisor to any committee shall be required to give a bond or other security to guarantee the faithful performance of their duties pursuant to this Agreement.

The funds of PRISM shall be used to defend, indemnify and hold harmless PRISM and any Director, Officer, committee member or legal advisor to any committee for their actions taken within the scope of the authority of PRISM. Nothing herein shall limit the right of PRISM to purchase insurance or reinsurance to provide such coverage, as is hereinabove set forth.

ARTICLE 25
BYLAWS

The Board of Directors may adopt Bylaws consistent with this Agreement, which shall provide for the administration and management of PRISM.

ARTICLE 26
NOTICES

PRISM shall address notices, billings and other communications to a member as directed by the member. Each member shall provide PRISM with the email address to which communications are to be sent. Members shall address notices and other communications to PRISM to the Chief Executive Officer of PRISM, at the office address of PRISM or via email, as set forth in the Bylaws.

ARTICLE 27
AMENDMENT

A two-thirds vote of the total voting membership of PRISM, consisting of member counties, acting through their boards of supervisors, and the voting Board of Directors members from member public entities, ~~i~~is required to amend this Agreement. However, the Executive Committee is authorized to make non-substantive, clerical amendments to the Agreement and does not need to obtain approval from the Board of Directors ~~or total voting membership~~ to make such amendments.

ARTICLE 28
EFFECTIVE DATE OF AMENDMENTS

Any amendment of this Agreement shall become effective upon the date specified by the Board of Directors and upon approval of any Amended Agreement as required in Article 27. Approval of any amendment by the voting boards of supervisors and public entity board members must take place no later than 30 days from the effective date specified by the Board of Directors.

ARTICLE 29
PROHIBITION AGAINST ASSIGNMENT

No member may assign any right, claim or interest it may have under this Agreement, and no creditor, assignee or third party beneficiary of any member shall have any right, claim or title to any part, share, interest, fund, premium or asset of PRISM.

ARTICLE 30
AGREEMENT COMPLETE

This Agreement constitutes the full and complete Agreement of the parties.

ARTICLE 31
DISPUTE RESOLUTION

When a dispute arises between PRISM and a member, the following procedures are to be followed:

(a) Request for Reconsideration. The member will make a written request to PRISM for the appropriate Committee to reconsider their position, citing the arguments in favor of the member and any applicable case law that applies. The member can also~~,~~ request a personal presentation to that Committee, if it so desires.

(b) Committee Appeal. The committee responsible for the program or having jurisdiction over the decision in question will review the matter and reconsider PRISM's position. This committee appeal process is an opportunity for both sides to discuss and substantiate their positions based upon legal arguments and the most complete information available. If the member requesting reconsideration is represented on the committee having jurisdiction, that committee member shall be deemed to have a conflict and shall be excluded from any vote.

(c) Executive Committee Appeal. If the member is not satisfied with the outcome of the committee appeal, the matter will be brought to the Executive Committee for reconsideration upon request of the member. If the member requesting reconsideration is represented on the Executive Committee, that Executive Committee member shall be deemed to have a conflict and shall be excluded from any vote.

(d) Arbitration. If the member is not satisfied with the outcome of the Executive Committee appeal, the next step in the appeal process is arbitration. The arbitration, whether binding or non-binding, is to be mutually agreed upon by the parties. The matter will be submitted to a mutually agreed arbitrator or panel of arbitrators for a determination. If Binding Arbitration is selected, then the decision of the arbitrator is final. Both sides agree to abide by the decision of the arbitrator. The cost of arbitration will be shared equally by the involved member and PRISM.

(e) Litigation. If, after following the dispute resolution procedure paragraphs a-d, either party is not satisfied with the outcome of the non-binding arbitration process, either party may consider litigation as a possible remedy to the dispute.

ARTICLE 32

FILING WITH SECRETARY OF STATE

The Chief Executive Officer of PRISM shall file a notice of this Agreement with the office of California Secretary of State within 30 days of its effective date, as required by Government Code Section 6503.5 and within 70 days of its effective date as required by Government Code Section 53051.

IN WITNESS WHEREOF, the undersigned party hereto has executed this Agreement on the date indicated below.

DATE: _____

MEMBER: _____
(Print Name of Member)

BY: _____
(Authorized signature of Member)

Seal:

Public Risk Innovation, Solutions, and Management ("PRISM") Summary of Proposed Redline Changes to the Joint Powers Agreement
March 2026

Background/Reasons for Proposed Amendments to the JPA Agreement

At the 2022 Executive Committee Strategic Planning Retreat, the attendees considered the issue of whether to revisit PRISM's governance. The discussion largely centered around the idea that public entities have been members of the organization since 2001, have participated in governance of the organization by serving on PRISM Committees, and approximately ½ of the contributions made to PRISM each year are from the public entity members while the other ½ is from counties. It was felt by the group that the organization should reconsider the size and function of the Board of Directors, including what it delegates to others and whether to eliminate the distinction between counties and public entity members in the governance process. The composition of the Executive Committee was also discussed.

The results of that discussion were then presented to the Executive Committee in December 2022 with the Executive Committee then delegating authority to the Governance Sub-Committee to review the matter and propose amendments to the governance structure. The Governance Sub-Committee then brought forth proposed changes to address these issues which have since been approved by the Executive Committee and the Board of Directors. The proposed governance changes reflected in the amendment to the JPA Agreement are as follows:

- Increase the number of public entity seats on the Board to 20 (17 voting and 3 alternates). This will allow more public entities to have an opportunity to participate in governance at the Board level. Counties will retain their 54 seats on the Board (each member County has a seat on the Board).
- Increase the number of seats on the Executive Committee by 4 (2 voting and 2 alternates). This will allow 2 more members to participate in the day-to-day governance tasks that the Executive Committee performs and will also create a pipeline for future Executive Committee members by including 2 alternate positions.

Non-Substantive Changes

In reviewing the JPA Agreement for the proposed governance changes, staff noted some other places in the documents where it makes sense to make some changes to reflect current processes and/or clarify language. These proposed changes are generally described below.

Amendments

Changes relating to the composition of the Board of Directors and the Executive Committee:

Article 7(b) – Amends the number of Public Entity Director seats on the Board of Directors from 7 to 17 with an additional 3 alternates being selected to serve if one of the 17 voting members is unavailable. Also allows for an "agent" of a Public Entity member to serve as a Director.

Article 7(c) – This paragraph is deleted since the addition of the 10 additional Public Entity voting seats on the Board of Directors would result in the percentage of total board seats for counties being 76%, rather than at least 80%.

Article 11 – The first paragraph contains amendments to the number of members of the Executive Committee to allow for more opportunities for members to participate in the day-to-day oversight of PRISM. The number of members is increased from 11 voting members to 13 voting members plus two alternates.

Miscellaneous changes relating to clean up items and changes to coincide with our current practices and future vision (all references to page numbers below refer to the attached redline version of the document):

A few changes have been made throughout the document at each place where the word or phrase appears. These are as follows:

- The word "insurance" is deleted throughout and changed to "coverage" because pools are not treated as insurance by the California legislature so it is cleaner for the organization to remove the word "insurance" from the Agreement and to change it to the word "coverage."

- References to "Major Programs" and "Minor Programs/Miscellaneous Programs" have been changed to simply call all of them "Programs" or "PRISM Coverage Programs". This is being done because the Executive Committee eliminated the distinction between "Major" and "Minor Programs/Miscellaneous Programs" in 2025.

- Addition of the term "Executive Committee or other program governing committee" has been added throughout the document to reflect current PRISM practices. The Executive Committee has previously had various areas of governance delegated to it so that is now being reflected throughout the document. In addition, the program governance committees have total authority to make decisions regarding their own programs so the addition of the phrase "program governing committee" documents this practice.

- "Member County" as a defined term is updated throughout the document.

Page 1, Preamble – The reference to CSAC Excess Insurance Authority being formed under the sponsorship of CSAC is being deleted as it is not necessary.

Page 2, Article 1, Creation of PRISM – This section is not new. The language is simply being moved from Article 5 to Article 1 so that "Creation of PRISM" is the first action in the document.

Page 2 – "CSAC" Definition – This definition is being removed since the removal of the CSAC name from the Preamble means that it is no longer necessary for this definition to be in the document.

Page 5, Article 6(g) – Streamlines the language as the references to "non-members" is unnecessary.

Article 8(n) – This subsection talks about the distribution of surplus assets. Because deficits could happen, and Program Memorandums of Understanding contain information on collecting funds from the membership when there is a deficit, the last sentence has been added to account for the deficit situation.

Article 14(a) – The specific coverage program types are being deleted as there are other types of coverage that are currently being provided by the organization in addition to the ones listed in this subsection and new lines of coverage are created when needed. There is no need to specifically list lines of coverage in this subsection.

Article 14(b) – The sentence regarding the Board allocating a share of a PRISM general expense to members who join a program after its creation is deleted because the Board eliminated this practice over 10 years ago.

Article 14(b)(2)(i) – This subsection is deleted as it is introductory and unnecessary.

Article 14 and Article 22 – Throughout Article 14 and Article 22, the phrase "premium surcharge" is replaced with the phrase "assessment" as the programs would levy assessments of the members of the program if a program does not have sufficient funds.

Article 14(d) and Article 19 – The changes in this subsection reflect how the organization has operated for many years as the Board has previously delegated authority to the Executive Committee to make decisions on entry into the various PRISM programs.

Article 17(a) – A sentence is added to reflect current practices of the County members who typically either make their appointment to the PRISM Board of Directors based on the name of the individual or the title of the position.

Article 20(b) – The addition at the end of the last sentence is to account for the different withdrawal provisions that exist for the PRISMHealth Program as a lengthier period of notice is needed to ensure that everything can be moved to another health insurance provider when a member leaves the program.

Article 21(a) – The cancellation of a member's membership in PRISM is changed to require a 2/3 vote, rather than a majority vote.

Article 21(b) – Since the program governing committees oversee the membership of their programs, this language is added to specify that the program governing committee is the committee that can cancel an entity's membership in a specific program.

Adopted: October 5, 1979
Amended: May 12, 1980
Amended: January 23, 1987
Amended: October 7, 1988
Amended: March 1993
Amended: November 18, 1996
Amended: October 4, 2005
Amended: February 28, 2006
Amended: June 30, 2020
Amended: June 30, 2026

JOINT POWERS AGREEMENT
PUBLIC RISK INNOVATION, SOLUTIONS, AND MANAGEMENT

This Agreement is executed in the State of California by and among those counties and public entities organized and existing under the Constitution of the State of California, which are parties signatory to this Agreement. California counties, hereinafter called member counties, and public entities, hereinafter called member public entities, (collectively "members") shall be listed in Appendix A, which shall be attached hereto and made a part hereof.

RECITALS

WHEREAS, Article 1, Chapter 5, Division 7, Title 1 of the California Government Code (Section 6500 et seq.) permits two or more public agencies by agreement to exercise jointly powers common to the contracting parties; and

WHEREAS, Article 16, Section 6 of the California Constitution provides that insurance pooling arrangements under joint exercise of power agreements shall not be considered the giving or lending of credit as prohibited therein; and

WHEREAS, California Government Code Section 990.4 provides that a local public entity may self-insure, purchase insurance through an authorized carrier, or purchase insurance through a surplus line broker, or any combination of these; and

WHEREAS, pursuant to California Government Code Section 990.6, the cost of insurance provided by a local public entity is a proper charge against the local public entity; and

WHEREAS, California Government Code Section 990.8 provides that two or more local entities may, by a joint powers agreement, provide insurance for any purpose by any one or more of the methods specified in Government Code Section 990.4 and such pooling of self-insured claims or losses is not considered insurance nor subject to regulation under the Insurance Code; and

WHEREAS, the counties and public entities executing this Agreement desire to join together for the purpose of jointly funding and/or establishing excess and other coverage programs as determined;

NOW THEREFORE, the parties agree as follows:

ARTICLE 1
CREATION OF PRISM

Pursuant to the joint powers law, there is hereby created a public entity separate and apart from the parties hereto, to be known as Public Risk Innovation, Solutions, and Management ("PRISM"), with such powers as are hereinafter set forth.

ARTICLE 2
DEFINITIONS

"Board of Directors" or **"Board"** shall mean the governing body of PRISM.

"Claim" shall mean a claim made against a member arising out of an occurrence that is covered by an excess or primary coverage program of PRISM in which the member is a participant.

"Executive Committee" shall mean the Executive Committee of the Board of Directors of PRISM.

"Fiscal year" shall mean that period of twelve months that is established by the Board of Directors as the fiscal year of PRISM.

"Government Code" shall mean the California Government Code.

"Insurance program" or **"program"** shall mean a program under which participating members are protected against designated losses, either through joint purchase of primary or excess insurance or reinsurance, pooling of self-insured claims or losses, purchased insurance or reinsurance, or any other combination as determined by the Executive Committee or other program governing committee. The Board of Directors, the Executive Committee, or a program's governing committee may determine applicable criteria for determining eligibility in any program, as well as establishing program policies and procedures.

"Joint powers law" shall mean Article 1, Chapter 5, Division 7, Title 1 (commencing with Section 6500) of the Government Code.

"Loss" shall mean a liability or potential liability of a member, including litigation expenses, attorneys' fees and other costs, that is covered by a program of PRISM in which the member is a participant.

"Member County" shall mean any county in the State of California that has executed this Agreement and become a member of PRISM. "Member County" shall also include those entities or other bodies set forth in Article 3 (c).

"Member Public Entity" shall mean any California public entity, which is not a California county, that has executed this Agreement and become a member of PRISM. "Member Public Entity" shall also include those entities or other bodies set forth in Article 3(c).

"Occurrence" shall mean an event, which is more fully defined in the memorandums of coverage and/or policies or reinsurance agreements of a program, in which the participating county or participating public entity is a member.

"Participating county" shall mean any Member County that has entered into a program offered by PRISM pursuant to Article 14 of this Agreement and has not withdrawn or been canceled therefrom pursuant to Articles 20 or 21.

"**Participating public entity**" shall mean any Member Public Entity that has entered into a program offered by PRISM pursuant to Article 14 of this Agreement and has not withdrawn or been canceled therefrom pursuant to Articles 20 or 21.

"Self-insured retention" shall mean that portion of a loss resulting from an occurrence experienced by a member, that is retained as a liability or potential liability of the member and is not subject to payment by PRISM.

"Reinsurance" shall mean insurance or reinsurance purchased by PRISM as part of a program to cover that portion of any loss that exceeds the joint funding capacity of that program.

ARTICLE 3
PURPOSES

This Agreement is entered into by the Member Counties and Member Public Entities in order to jointly develop and fund coverage programs. Such programs may include, but are not limited to, the creation of pooled risk programs, including primary and excess coverage programs, the pooling of self-insured claims and losses, purchased insurance or reinsurance, and the provision of necessary administrative services. Such administrative services may include, but shall not be limited to, risk management consulting, loss prevention and control, centralized loss reporting, actuarial consulting, claims adjusting, and legal services.

ARTICLE 4
PARTIES TO AGREEMENT

(a) There shall be two classes of membership of the parties pursuant to this Agreement consisting of one class designated as Member Counties and another class designated as Member Public Entities.

(b) Each Member County and Member Public Entity, as a party to this Agreement, certifies that it intends to and does contract with all other members as parties to this Agreement and, with such other members as may later be added as parties to this Agreement pursuant to Article 19 as to all programs of which it is a participating member. Each member also certifies that the removal of any party from this Agreement, pursuant to Articles 20 or 21, shall not affect this Agreement or the member's obligations hereunder.

(c) A member for purposes of participating in or providing coverage under any program of PRISM, may contract on behalf of, and shall be deemed to include:

Any public entity as defined in Government Code § 811.2 which the member requests to be added and from the time that such request is approved by the Executive Committee of PRISM.

Any nonprofit entity, including a nonprofit public benefit corporation formed pursuant to Corporations Code §§ 5111, 5120 and, 5065, which the member requests to be added and from the time that such request is approved by the Executive Committee.

(d) Any public entity or nonprofit so added shall be subject to and included under the member's SIR or deductible, and when so added, may be subject to such other terms and conditions as determined by the Executive Committee.

(e) Such public entity or nonprofit shall not be considered a separate party to this Agreement. Any public entity or nonprofit so added, shall not affect the member's representation on the Board of Directors and shall be considered part of and represented by the member for all purposes under this Agreement.

(f) The Executive Committee shall establish guidelines for approval of any public entity or nonprofit so added in accordance with Article 4(c) and (d).

(g) Should any conflict arise between the provisions of this Article and any applicable Memorandum of Coverage or other document evidencing coverage, such Memorandum of Coverage or other document evidencing coverage shall prevail.

ARTICLE 5
TERM

This Agreement shall continue in effect until terminated as provided herein.

ARTICLE 6
POWERS OF PRISM

PRISM shall have all of the powers common to General Law counties in California, such as Alpine County and all additional powers set forth in the joint powers law, and is hereby authorized to do all acts necessary for the exercise of said powers. Such powers include, but are not limited to, the following:

(a) To make and enter into contracts.

(b) To incur debts, liabilities, and obligations.

(c) To acquire, hold, or dispose of property, contributions and donations of property, funds, services, and other forms of assistance from persons, firms, corporations, and government entities.

(d) To sue and be sued in its own name, and to settle any claim against it.

(e) To receive and use contributions and advances from members as provided in Government Code Section 6504, including contributions or advances of personnel, equipment, or property.

(f) To invest any money in its treasury that is not required for its immediate necessities, pursuant to Government Code Section 6509.5.

(g) To allow for risk management services to be provided to out-of-state participants in a PRISM program.

(h) To carry out all provisions of this Agreement.

Said powers shall be exercised pursuant to the terms hereof and in the manner provided by law.

ARTICLE 7
BOARD OF DIRECTORS

PRISM shall be governed by the Board of Directors, which shall be composed as follows:

(a) One director from each Member County, appointed by the Member County's board of supervisors and serving at the pleasure of that body. Each Member County's board of supervisors shall also appoint an alternate director who shall have the authority to attend, participate in and vote at any meeting of the Board of Directors when the director is absent. A director or alternate director shall be a county supervisor, other county official, staff person of the Member County, or agent and upon termination of office or employment with the Member County or agency relationship, shall automatically terminate membership or alternate membership on the Board of Directors.

(b) Twenty directors consisting of seventeen directors and three alternate directors chosen in the manner specified in the Bylaws from those participating as Member Public Entities. A director or alternate public entity director shall be an official, or staff person, or agent of the Member Public Entity, and upon termination of office, employment, or agency relationship with the Member Public Entity, shall automatically terminate membership or alternate membership on the Board of Directors.

(c) Any vacancy in a county director or alternate director position shall be filled by the appointing county's board of supervisors, subject to the provisions of this Article. Any vacancy in a public entity director position shall be filled by vote of the public entity members.

(d) A majority of the membership of the Board of Directors shall constitute a quorum for the transaction of business. Each member of the Board of Directors shall have one vote. Except as otherwise provided in this Agreement or any other duly executed agreement of the members, all actions of the Board of Directors shall require the affirmative vote of a majority of the members; provided, that any action which is restricted in effect to one of PRISM's insurance programs, shall require the affirmative vote of a majority of those Board of Directors members who represent counties and public entities participating in that program. For purposes of an insurance program vote, to the extent there are public entity members participating in a program, the public entity Board of Directors members as a whole shall have a minimum of one vote. The public entity Board of Directors members may in no event cast more votes than would constitute 20% of the number of total county members in that program (subject to the one vote minimum). Should the number of public entity Board of Directors votes authorized herein be less than the number of public entity Board of Directors members at a duly noticed meeting, the public entity Board of Directors members shall decide among themselves, which Board of Directors member shall vote. Should they be unable to decide, the President of PRISM shall determine which director(s) shall vote.

ARTICLE 8
POWERS OF THE BOARD OF DIRECTORS

The Board of Directors shall have the following powers and functions:

(a) The Board of Directors shall exercise all powers and conduct all business of PRISM, either directly or by delegation to other bodies or persons unless otherwise prohibited by this Agreement, or any other duly executed agreement of the members or by law.

(b) The Board of Directors may adopt such resolutions as deemed necessary in the exercise of those powers and duties set forth herein.

(c) The Board of Directors shall form an Executive Committee, as provided in Article 11. The Board of Directors may delegate to the Executive Committee and the Executive Committee may discharge any powers or duties of the Board of Directors except adoption of PRISM's annual budget. The powers and duties so delegated shall be specified in resolutions adopted by the Board.

(d) The Board of Directors or Executive Committee may form, as provided in Article 12, such other committees as it deems appropriate to conduct the business of PRISM. The membership of any such other committee may

consist in whole or in part of persons who are not members of the Board of Directors.

(e) The Board of Directors shall elect the officers of PRISM and shall appoint or employ necessary staff in accordance with Article 13.

(f) The Board of Directors shall cause to be prepared, and shall review, modify as necessary, and adopt the annual operating budget of PRISM. Adoption of the budget may not be delegated.

(g) The Board of Directors shall develop, or cause to be developed, and shall oversee each program of PRISM, including all provisions for self-insurance, pooling, excess or reinsurance, and administrative services necessary to carry out such program.

(h) The Board of Directors, directly or through the Executive Committee, shall provide for necessary services to PRISM and to members, by contract or otherwise, which may include, but shall not be limited to, risk management consulting, loss prevention and control, centralized loss reporting, actuarial consulting, claims adjusting, and legal services.

(i) The Board of Directors, directly or through the Executive Committee, shall provide general supervision and policy direction to the Chief Executive Officer.

(j) The Board of Directors shall receive and act upon reports of the committees and the Chief Executive Officer.

(k) The Board of Directors shall act upon each claim involving liability of PRISM, directly or by delegation of authority to the Executive Committee or other committee, body or person, provided, that the Board of Directors shall establish monetary limits upon any delegation of claims settlement authority, beyond which a proposed settlement must be referred to the Board of Directors for approval.

(l) The Board of Directors, directly or through the Executive Committee or other committee, may require that PRISM review, audit, report upon, and make recommendations with regard to the safety or claims administration functions of any member, insofar as those functions affect the liability or potential liability of PRISM. The Board of Directors, Executive Committee, or other committee may forward any or all such recommendations to the member with a request for compliance and a statement of potential consequences for noncompliance.

(m) The Board of Directors shall receive, review and act upon periodic reports and audits of the funds of PRISM, as required under Articles 15 and 16 of this Agreement.

(n) The Board of Directors, directly or through the Executive Committee or program committee, may declare that any funds established for any program has a surplus of funds and determine a formula to return such surplus to the participating counties and participating public entities, which have contributed to such fund. Likewise, the Board, Executive Committee or program committee may declare that funds established for any program has a deficit of funds and determine a formula to collect additional funds from the participating counties and participating public entities, which have contributed to such fund.

(o) The Board of Directors, directly or through the Executive Committee, shall have such other powers and duties as are reasonably necessary to carry out the purposes of PRISM.

ARTICLE 9
MEETINGS OF THE BOARD OF DIRECTORS

(a) The Board of Directors shall hold at least one regular meeting each year and shall provide for such other regular meetings and for such special meetings as it deems necessary.

(b) The Chief Executive Officer of PRISM shall provide for the keeping of minutes of regular and special meetings of the Board of Directors and shall provide a copy of the minutes to each member of the Board of Directors at the next scheduled meeting.

(c) All meetings of the Board of Directors, the Executive Committee and such other committees pursuant to Article 12 herein, shall be called, noticed, held and conducted in accordance with the provisions of Government Code Section 54950 et seq.

ARTICLE 10
OFFICERS

The Board of Directors shall elect from its membership a President and Vice President of the Board, to serve for one-year terms.

The President, or in his or her absence, the Vice President, shall preside at and conduct all meetings of the Board of Directors and shall chair the Executive Committee.

ARTICLE 11
EXECUTIVE COMMITTEE

The Board of Directors shall establish an Executive Committee of the Board of Directors, which shall consist of fifteen members: the President and Vice President of the Board of Directors, eleven voting members, and two alternates elected by the Board of Directors from its membership.

The terms of office of the eleven non-officer members shall be as provided in the Bylaws of PRISM.

The Executive Committee shall conduct the business of PRISM between meetings of the Board of Directors, exercising all those powers as provided for in Article 8, or as otherwise delegated to it by the Board.

ARTICLE 12
COMMITTEES

The Board of Directors, directly or through the Executive Committee, may establish committees as it deems appropriate to conduct the business of PRISM. Members of the committees shall be appointed by the Executive Committee. Each committee shall annually select one of their members to chair the Committee.

Each committee shall be composed of at least five members and shall have those duties as determined by the Board of Directors, Executive Committee, or as otherwise set forth in the Bylaws.

Each committee shall meet on the call of its chair, and shall report to the Executive Committee and the Board of Directors.

ARTICLE 13
STAFF

(a) **Principal Staff.** The Chief Executive Officer shall be appointed by and serve at the pleasure of the Board of Directors. The Chief Executive Officer shall serve as the Board Secretary and administer the business and activities of PRISM, subject to the general supervision and policy direction of the Board of Directors and Executive Committee; shall be responsible for all minutes, notices and records of PRISM and shall perform such other duties as are assigned by the Board and Executive Committee.

(b) **Treasurer and Auditor.** Pursuant to Government Code Section 6505.6, the Chief Financial Officer shall serve as the Treasurer/Auditor. The duties of the Treasurer are set forth in Article 16 of this Agreement. The Chief Financial Officer shall draw warrants to pay demands against PRISM. The Chief Financial Officer shall comply with the provisions of Government Code Section 6505.5 (a-d) and shall be appointed by and serve at the pleasure of the Chief Executive Officer.

(c) **Other Staff.** The Board of Directors, Executive Committee or Chief Executive Officer shall provide for the appointment of such other staff as may be necessary for the administration of PRISM.

ARTICLE 14
DEVELOPMENT, FUNDING AND IMPLEMENTATION OF PROGRAMS

(a) **Program Coverage.** Programs of PRISM may provide coverage, including excess insurance and/or reinsurance coverage, or services for any Member County or Member Public Entity.

(b) **Program and PRISM Funding.** The members developing or participating in a program shall fund all costs of that program, including administrative costs, as hereinafter provided. Costs of staffing and supporting PRISM, hereinafter called PRISM general expenses, shall be equitably allocated among the various programs by the Board of Directors, and shall be funded by the members developing or participating in such programs in accordance with such allocations, as hereinafter provided.

(1) **Annual Premium.** Except as provided in (2) below, all post-development costs of a program shall be funded by annual premiums charged to the members participating in the program each policy year, and by interest earnings on the funds so accumulated. Such premiums shall be determined by the Executive Committee or the program's governing committee upon the basis of a cost allocation plan and rating formula adopted by the Executive Committee or the program's governing committee. The premium for each participating member shall include that participant's share of expected program losses including a margin for contingencies as determined by the Executive Committee or program governing committee, program reinsurance costs, and program administrative costs for the year, plus that participant's share of PRISM general expense allocated to the program by the Board of Directors.

(2) **Assessments**

(i) If it is determined by the Board of Directors or the program's governing committee that the funding for a program is insufficient to pay losses, fund known estimated losses, and fund estimated losses, which have been incurred but not reported, the Board of Directors or the program's governing committee may declare an assessment on all participating members of the program.

(ii) Assessments declared pursuant to (i) above shall be in an amount which will assure adequate funds for the program to be actuarially sound; provided that the assessment to any participating member shall not exceed an amount equal to three (3) times the member's annual premium for that year, unless otherwise determined by the Board of Directors or the program's governing committee.

Provided, however, that if an assessment is in excess of three times the member's annual premium for that year,, ninety days prior to the Board of Directors or program's

governing committee taking action to determine the amount of the assessment, PRISM will notify the governing body of each participating member, in writing, of its recommendations regarding its intent to declare an assessment and the amount recommended to be assessed each member.

(iii) A member that is no longer a participating member at the time the assessment is declared, but was a participating member during the policy year(s) for which the assessment is needed, shall be required to pay its share of the assessment in accordance with the provisions of (i) and (ii) above.

(c) **Program Implementation and Effective Date.** Upon establishment of a program by the Board of Directors or Executive Committee, PRISM shall determine the manner of program implementation and shall give written notice to all members of such program, which shall include, but not be limited to: program participation levels, coverages and terms of coverage of the program, estimates of first year premium charges, effective date of the program (or estimated effective date) and such other program provisions as deemed appropriate.

(d) **Late Entry Into Program.** A member which does not elect to enter a program upon its implementation, pursuant to (c) above, or a county or public entity which becomes a party to this Agreement following implementation of the program, may apply to the Executive Committee or program's governing committee for entry into the program. Such request may be granted upon a majority vote of the Executive Committee or program committee.

(e) **Reentry Into A Program.** Except as otherwise provided in a Program Memorandum of Understanding, any county or public entity that is a member of a program of PRISM who withdraws or is cancelled from a program under Articles 21 and 22, may not reenter such program for a period of three years from the effective date of withdrawal or cancellation.

ARTICLE 15
ACCOUNTS AND RECORDS

(a) **Annual Budget.** The Board of Directors shall annually adopt an operating budget pursuant to Article 8 of this Agreement, which shall include a separate budget for each program under development or adopted and implemented by PRISM.

(b) **Funds and Accounts.** The Chief Financial Officer ("CFO") of PRISM shall establish and maintain such funds and accounts as may be required by good accounting practices and by the Board of Directors. Separate accounts shall be established and maintained for each program under

development or adopted and implemented by PRISM. Books and records of PRISM shall be open to inspection at all reasonable times by authorized representatives of members.

PRISM shall adhere to the standard of strict accountability for funds set forth in Government Code Section 6505.

(c) **CFO's Report.** The CFO, within one hundred and eighty (180) days after the close of each fiscal year, shall give a complete written report of all financial activities for such fiscal year to the Board and to each member.

(d) **Annual Audit.** Pursuant to Government Code Section 6505, PRISM shall either make or contract with a certified public accountant to make an annual fiscal year audit of all accounts and records of PRISM, conforming in all respects with the requirements of that section. A report of the audit shall be filed as a public record with each of the members and also with the county auditor of the county where the home office of PRISM is located and shall be sent to any public agency or person in California that submits a written request to PRISM. The report shall be filed within six months of the end of the fiscal year or years under examination. Costs of the audit shall be considered a general expense of PRISM.

ARTICLE 16
RESPONSIBILITIES FOR FUNDS AND PROPERTY

(a) The Treasurer shall have the custody of and disburse PRISM's funds. He or she may delegate disbursing authority to such persons as may be authorized by the Executive Committee to perform that function, subject to the requirements of (b) below.

(b) Pursuant to Government Code Section 6505.6, the Treasurer shall:

(1) Receive and acknowledge receipt for all funds of PRISM and place them in the treasury of the Treasurer to the credit of PRISM.

(2) Be responsible upon his or her official bond for the safekeeping and disbursements of all PRISM funds so held by him or her.

(3) Pay any sums due from PRISM, as approved for payment by the Executive Committee or by any body or person to whom the Executive Committee has delegated approval authority, making such payments from PRISM funds upon warrants drawn by the CFO.

(c) Pursuant to Government Code Section 6505.1, the Chief Executive Officer, the Treasurer, and such other persons as the Executive Committee may designate shall have charge of, handle, and have access to the property of PRISM.

(d) PRISM shall secure and pay for a fidelity bond or bonds or crime insurance, in an amount or amounts and in the form specified by the Executive Committee, covering all officers and staff of PRISM, and all officers and staff who are authorized to have charge of, handle, and have access to property of PRISM.

ARTICLE 17
RESPONSIBILITIES OF MEMBERS

Members shall have the following responsibilities under this Agreement.

(a) The board of supervisors of each Member County shall appoint a representative and one alternate representative to the Board of Directors, pursuant to Article 7. The Board of Supervisors may appoint by individual or by position.

(b) Each member shall appoint an officer or employee of the member to be responsible for the risk management function for that member and to serve as a liaison between the member and PRISM for all matters relating to risk management.

(c) Each member shall maintain an active risk prevention and control program, and shall consider and act upon all recommendations of PRISM concerning the reduction of unsafe practices.

(d) Each member shall maintain its own claims and loss records in each category of liability covered by a program of PRISM in which the member is a participant, and shall provide copies of such records to PRISM as directed by the Executive Committee or program governing committee.

(e) Each member shall pay premiums and assessments due to PRISM as required under Article 14. Penalties for late payment of such premiums and/or assessments shall be as determined by the Executive Committee. After withdrawal, cancellation, or termination action under Articles 20, 21, or 23, each member or former member shall pay promptly to PRISM any additional premiums due, as determined and assessed by the Executive Committee or other Program governing committee under Articles 22 or 23. Any costs incurred by PRISM associated with the collection of such premiums or other charges, shall be recoverable by PRISM.

(f) Each member shall provide PRISM such other information or assistance as may be necessary for PRISM to develop and implement programs under this Agreement.

(g) Each member shall cooperate with and assist PRISM, and any insurer or reinsurer of PRISM, in all matters relating to this Agreement, and shall comply with all Bylaws, and other rules adopted by the Board of Directors, Executive Committee or program governing committee.

(h) Each member shall have such other responsibilities as are provided elsewhere in this Agreement, and as are established by the Board of Directors, Executive Committee or program governing committee in order to carry out the purposes of this Agreement.

ARTICLE 18
ADMINISTRATION OF CLAIMS

(a) Subject to subparagraph (e), each member shall be responsible for the investigation, settlement or defense, and appeal of any claim made, suit brought, or proceeding instituted against the member arising out of a loss.

(b) PRISM may develop standards for the administration of claims for each program of PRISM so as to allow PRISM to oversee the administration of claims by the members.

(c) Each participating member shall give PRISM timely written notice of claims in accordance with the provisions of the Bylaws and the applicable program Memorandum of Coverage.

(d) A member shall not enter into any settlement involving liability of PRISM without the advance written consent of PRISM.

(e) PRISM, at its own election and expense, shall have the right to participate with a member in the settlement, defense, or appeal of any claim, suit or proceeding, which, in the judgment of PRISM, may involve liability of PRISM.

ARTICLE 19
NEW MEMBERS

Any California county or public entity may become a party to this Agreement upon approval by the Executive Committee.

ARTICLE 20
WITHDRAWAL

(a) A member may withdraw as a party to this Agreement upon thirty (30) days advance written notice to PRISM if it has never become a participant in any program pursuant to Article 14, or if it has previously withdrawn from all programs in which it was a participant.

(b) After becoming a participant in a program, a member may withdraw from that program only at the end of a policy year for the program, and only if it gives PRISM at least sixty (60) days advance written notice of such action unless otherwise specified in a program Memorandum of Understanding.

ARTICLE 21
CANCELLATION

(a) Notwithstanding the provisions of Article 20,

(1) The Board of Directors may, on a two-thirds vote, cancel any member from this Agreement and membership in PRISM. Such action shall have the effect of canceling the member's participation in all programs of PRISM as of the date that all membership is canceled.

(2) A program governing committee may cancel any member's participation in a program of PRISM, without canceling the member's membership in PRISM or participation in other programs, on a vote of two-thirds of the program governing committee.

(3) PRISM shall give sixty (60) days advance written notice of the effective date of any cancellation under the foregoing provisions. Upon such effective date, the member shall be treated the same as if it had voluntarily withdrawn from this Agreement, or from the program, as the case may be.

(b) Except as otherwise provided in a program Memorandum of Understanding, a member that does not enter one or more of the programs developed and implemented by PRISM within the member's first year as a member of PRISM shall be considered to have withdrawn as a party to this Agreement at the end of such period, and its membership in PRISM shall be automatically canceled as of that time, without action of the Board of Directors.

(c) A member which withdraws from all programs of PRISM in which it was a participant and does not enter any program for a period of six (6) months thereafter shall be considered to have withdrawn as a party to the Agreement at the end of such period, and its membership in PRISM shall be automatically canceled as of that time, without action of the Board of Directors.

ARTICLE 22
EFFECT OF WITHDRAWAL OR CANCELLATION

(a) If a member's participation in a program of PRISM is canceled under Article 21, with or without cancellation of membership in PRISM, and such cancellation is effective before the end of the policy year for that program, PRISM shall promptly determine and return to that member the amount of any unearned premium payment from the member for the policy year, such amount to be computed on a pro-rata basis from the effective date of cancellation.

(b) Except as provided in (a) above or as otherwise provided in a program Memorandum of Understanding, a member which withdraws or is canceled from this Agreement and membership in PRISM, or from any program of PRISM, shall not be entitled to the return of any premium or other payment to PRISM, or of any property contributed to PRISM. However, in the event of termination of this Agreement, such member may share in the distribution of assets of PRISM to the extent provided in Article 23 provided; however, that any withdrawn or canceled member, which has paid an assessment pursuant to Article 14 (b) (3) (ii) shall be entitled to return of said member's unused assessment, plus interest accrued thereon, at such time as the Board of Directors or program governing committee declares that a surplus exists in any program for which an assessment was made.

(c) Except as provided in (d) below, a member shall pay any premium charges, which the Board of Directors or program governing committee determines are due from the member for losses and costs incurred during the entire coverage year in which the member was a participant in such program regardless of the date of entry into such program. Such charges may include any deficiency in a premium previously paid by the member, as determined by audit under Article 14 (b) (2); any assessment declared and attributed to the member under Article 14 (b) (3); and any additional amount of premium, which the Executive Committee determines to be due from the member upon final disposition of all claims arising from losses under the program during the entire coverage year in which the member was a participant regardless of date of entry into such program. Any such premium charges shall be payable by the member in accordance with PRISM's invoice and payment policy.

(d) Those members that have withdrawn or been canceled pursuant to Articles 20 and 21 from any program of PRISM during a coverage year shall pay any premium charges which the Board of Directors or Executive Committee determines are due from the members for losses and costs which were incurred during the member's participation in any program.

ARTICLE 23
TERMINATION AND DISTRIBUTION OF ASSETS

(a) A three-fourths vote of the total voting membership of PRISM, consisting of member counties, acting through their boards of supervisors, and the voting Board of Directors members from the member public entities is required to terminate this Agreement; provided; however, that this Agreement and PRISM shall continue to exist after such election for the purpose of disposing of all claims, distributing all assets, and performing all other functions necessary to conclude the affairs of PRISM.

(b) Upon termination of this Agreement, all assets of PRISM in each program shall be distributed among those members that participated in that program in proportion to their premium contributions. The Board of

Directors shall determine such distribution within six (6) months after disposal of the last pending claim or other liability covered by the program.

(c) Following termination of this Agreement, any member that was a participant in a program of PRISM shall pay any additional amount of premium, determined by the Board of Directors in accordance with a loss allocation formula, which may be necessary to enable final disposition of all claims arising from losses under that program during the entire coverage year in which the member was a participant regardless of the date of entry into such program.

ARTICLE 24
LIABILITY OF BOARD OF DIRECTORS, OFFICERS, COMMITTEE MEMBERS AND LEGAL ADVISORS

The members of the Board of Directors, Officers, committee members and legal advisors to any Board of Directors or committees of PRISM shall use ordinary care and reasonable diligence in the exercise of their powers and in the performance of their duties pursuant to this Agreement. They shall not be liable for any mistake of judgment or any other action made, taken or omitted by them in good faith, nor for any action taken or omitted by any agent, employee or independent contractor selected with reasonable care, nor for loss incurred through investment of PRISM funds, or failure to invest.

No Director, Officer, committee member, or legal advisor to any Board of Directors or committee shall be responsible for any action taken or omitted by any other Director, Officer, committee member, or legal advisor to any committee. No Director, Officer, committee member or legal advisor to any committee shall be required to give a bond or other security to guarantee the faithful performance of their duties pursuant to this Agreement.

The funds of PRISM shall be used to defend, indemnify and hold harmless PRISM and any Director, Officer, committee member or legal advisor to any committee for their actions taken within the scope of the authority of PRISM. Nothing herein shall limit the right of PRISM to purchase insurance or reinsurance to provide such coverage, as is hereinabove set forth.

ARTICLE 25
BYLAWS

The Board of Directors may adopt Bylaws consistent with this Agreement, which shall provide for the administration and management of PRISM.

ARTICLE 26
NOTICES

PRISM shall address notices, billings and other communications to a member as directed by the member. Each member shall provide PRISM with the email address to which communications are to be sent. Members shall address notices and other

communications to PRISM to the Chief Executive Officer of PRISM, at the office address of PRISM or via email, as set forth in the Bylaws.

ARTICLE 27
AMENDMENT

A two-thirds vote of the total voting membership of PRISM, consisting of member counties, acting through their boards of supervisors, and the voting Board of Directors members from the member public entities is required to amend this Agreement. However, the Executive Committee is authorized to make non-substantive, clerical amendments to the Agreement and does not need to obtain approval from the Board of Directors to make such amendments.

ARTICLE 28
EFFECTIVE DATE OF AMENDMENTS

Any amendment of this Agreement shall become effective upon the date specified by the Board of Directors and upon approval of any Amended Agreement as required in Article 27. Approval of any amendment by the voting boards of supervisors and public entity board members must take place no later than 30 days from the effective date specified by the Board of Directors.

ARTICLE 29
PROHIBITION AGAINST ASSIGNMENT

No member may assign any right, claim or interest it may have under this Agreement, and no creditor, assignee or third party beneficiary of any member shall have any right, claim or title to any part, share, interest, fund, premium or asset of PRISM.

ARTICLE 30
AGREEMENT COMPLETE

This Agreement constitutes the full and complete Agreement of the parties.

ARTICLE 31
DISPUTE RESOLUTION

When a dispute arises between PRISM and a member, the following procedures are to be followed:

(a) Request for Reconsideration. The member will make a written request to PRISM for the appropriate Committee to reconsider their position, citing the arguments in favor of the member and any applicable case law that applies. The member can also request a personal presentation to that Committee, if it so desires.

(b) Committee Appeal. The committee responsible for the program or having jurisdiction over the decision in question will review the matter and

reconsider PRISM's position. This committee appeal process is an opportunity for both sides to discuss and substantiate their positions based upon legal arguments and the most complete information available. If the member requesting reconsideration is represented on the committee having jurisdiction, that committee member shall be deemed to have a conflict and shall be excluded from any vote.

(c) Executive Committee Appeal. If the member is not satisfied with the outcome of the committee appeal, the matter will be brought to the Executive Committee for reconsideration upon request of the member. If the member requesting reconsideration is represented on the Executive Committee, that Executive Committee member shall be deemed to have a conflict and shall be excluded from any vote.

(d) Arbitration. If the member is not satisfied with the outcome of the Executive Committee appeal, the next step in the appeal process is arbitration. The arbitration, whether binding or non-binding, is to be mutually agreed upon by the parties. The matter will be submitted to a mutually agreed arbitrator or panel of arbitrators for a determination. If Binding Arbitration is selected, then the decision of the arbitrator is final. Both sides agree to abide by the decision of the arbitrator. The cost of arbitration will be shared equally by the involved member and PRISM.

(e) Litigation. If, after following the dispute resolution procedure paragraphs a-d, either party is not satisfied with the outcome of the non-binding arbitration process, either party may consider litigation as a possible remedy to the dispute.

ARTICLE 32
FILING WITH SECRETARY OF STATE

The Chief Executive Officer of PRISM shall file a notice of this Agreement with the office of California Secretary of State within 30 days of its effective date, as required by Government Code Section 6503.5 and within 70 days of its effective date as required by Government Code Section 53051.

IN WITNESS WHEREOF, the undersigned party hereto has executed this Agreement on the date indicated below.

DATE: _____ MEMBER: _____
(Print Name of Member Entity)

BY:_____
(Authorized signature of Member)

Seal:

1025 ESCOBAR STREET
MARTINEZ, CA 94553

CONTRA COSTA COUNTY

Staff Report

File #: 26-2380 **Agenda Date:** 6/9/2026 **Agenda #:** C.161.

To: Board of Supervisors

From: Monica Nino, County Administrator

Report Title: Claims

☒Recommendation of the County Administrator ☐ Recommendation of Board Committee

RECOMMENDATIONS:

DENY claims filed by CSAA, a subrogee of Sui Man Tse; Ravinder Kaur; San Ramon Regional Medical Center for Ramabad Sriperumbudur Thatta; S.W., a minor by and through parent/guardian Davisha Shivers. DENY amended claim filed by Kainoa Jurado.

FISCAL IMPACT:

No fiscal impact.

BACKGROUND:

CSAA as subrogee of Sui Man Tse: Subrogation claim for damage to vehicle in the amount of $3,820.66.

Ravinder Kaur: Property claim for broken eyeglasses in the amount of $634.69.

San Ramon Regional Medical Center for Ramabad Sriperumbudur Thatta: Claim for underpayment by Contra Costa Health Plan in the amount of $9,525.74.

S.W., a minor by and through Guardian Davisha Shivers: Claim for wrongful acts in processing application for workforce services in an amount to exceed $25,000.

Kainoa Jurado: Amended claim for unspecified acts and injuries.

1025 ESCOBAR STREET
MARTINEZ, CA 94553

CONTRA COSTA COUNTY

Staff Report

File #: RES 2026-221 **Agenda Date:** 6/9/2026 **Agenda #:** C.162.

To: Board of Supervisors

From: David O. Livingston, Sheriff-Coroner

Report Title: Homeland Security Grant Program FY2025

☒Recommendation of the County Administrator ☐ Recommendation of Board Committee

RECOMMENDATIONS:
ADOPT a Resolution authorizing the Sheriff-Coroner, or designee to apply for, accept, and approve grant amendments and extensions thereof, pursuant to State guidelines, with the California Governor's Office of Emergency Services for the State Homeland Security Grant Program (SHSGP) in an initial amount of $1,145,879 to assist in preventing and responding to terrorist attacks for the period of September 1, 2025 through May 31, 2028.

FISCAL IMPACT:
Approval will result in approximately $1,145,879 in Federal grant funds. No County match is required.

BACKGROUND:
The Fiscal Year (FY) 2025 State Homeland Security Grant Program (SHSGP) is the Federal Department of Homeland Security (DHS)/Federal Emergency Management Agency's (FEMA's) grant program. This grant is distributed to the Contra Costa Operational Area to assist in preventing, protecting, responding to, and recovering from terrorist attacks. These grant programs are part of a comprehensive set of measures authorized by Congress and implemented by DHS to help strengthen the nation's communities against potential terrorist attacks.

The funding will allow for enhanced cyber-security, protection of soft targets/crowded places, enhancement of information and intelligence sharing and cooperation with federal agencies, combating domestic violent extremism, enhancing community preparedness and resilience, and enhancing election security.

The initial total grant program allocation provided to the County by the U.S. Department of Homeland Security and as a pass-through to the California Governor's Office of Emergency Services (CalOES) is approximately $1,145,879.

CONSEQUENCE OF NEGATIVE ACTION:
The Office of the Sheriff would be unable to apply for and accept the State Homeland Security grant funding.

THE BOARD OF SUPERVISORS OF CONTRA COSTA COUNTY, CALIFORNIA

and for Special Districts, Agencies and Authorities Governed by the Board

IN THE MATTER OF Applying for and Accepting 2025 State Homeland Security Grant Program funds;

WHEREAS, the County of Contra Costa is seeking funds available through the State Homeland Security Grant Program administered by the California Governor's Office of Emergency Services;

NOW, THEREFORE, BE IT RESOLVED that the Board of Supervisors: Authorizes the Sheriff-Coroner, Undersheriff or Chief of Management Services, to execute for and on behalf of the County of Contra Costa, a public entity established under the laws of the State of California, any actions necessary for the purpose of obtaining Federal financial assistance including grant modification and extensions provided by the U.S. Department of Homeland Security and sub-granted through the State of California related to the State Homeland Security Grant Program.

1025 ESCOBAR STREET
MARTINEZ, CA 94553

CONTRA COSTA COUNTY

Staff Report

File #: RES 2026-222 **Agenda Date:** 6/9/2026 **Agenda #:** C.163.

To: **Board of Supervisors**

From: David O. Livingston, Sheriff-Coroner

Report Title: 2025 Emergency Management Performance Grant Program

☒Recommendation of the County Administrator ☐ Recommendation of Board Committee

RECOMMENDATIONS:
ADOPT a Resolution authorizing the Sheriff-Coroner, or designee, to apply for, accept, and approve grant amendments and extensions thereof, pursuant to State guidelines with the California Governor's Office of Emergency Services for the 2025 Emergency Management Performance Grant, with an initial allocation of $321,658 to develop and maintain the level of capability to prepare for, mitigate, respond to, and recover from emergencies and disasters, for the initial period of July 1, 2025, through June 30, 2027.

FISCAL IMPACT:
Approval of this request will result in up to $321,658 in revenue and will be funded 100% by Federal funds with the State as the fiscal agent. This grant requires an in-kind match in the grant award amount, which is currently budgeted within the Sheriff's Office budget. (CDFA# 97.042)

BACKGROUND:
The mission of this grant is to assist State, Local, and Tribal governments in preparing for all-hazards emergencies. This grant supports a comprehensive, all-hazards emergency preparedness system by building and sustaining emergency management capabilities locally. The Operational Area of Contra Costa County has received Emergency Management Performance Grant (EMPG) funds annually from the California Governor's Office of Emergency Services for fifteen-plus years.

The continuation of this program is critical to maintaining the quality and quantity of emergency management programs provided within the County. This funding will allow for enhanced coordination and communication among the disciplines within the Operational Area to maximize protective actions, emergency preparedness, and effective response to emergencies and disasters. The initial EMPG program allocation provided to the County by the U.S. Department of Homeland Security and sub-granted through the State of California is $321,658.

CONSEQUENCE OF NEGATIVE ACTION:
If not approved, the Sheriff's Office will be unable to take advantage of this grant opportunity.

THE BOARD OF SUPERVISORS OF CONTRA COSTA COUNTY, CALIFORNIA

and for Special Districts, Agencies and Authorities Governed by the Board

IN THE MATTER OF Applying for, Accepting and Executing the 2025 Emergency Management Performance Grant;

WHEREAS, the County of Contra Costa is seeking funds available through the Emergency Management Performance Grant program administered by the California Governor's Office of Emergency Services (CalOES);

NOW, THEREFORE, BE IT RESOLVED that the Board of Supervisors authorizes the Sheriff-Coroner, the Undersheriff, or the Sheriff's Chief of Management Services to execute for and on behalf of the County of Contra Costa, a public entity established under the laws of the State of California, any actions necessary for obtaining Federal financial assistance including grant modification and extensions, provided by the U. S. Department of Homeland Security and sub-granted through the State of California.

1025 ESCOBAR STREET
MARTINEZ, CA 94553

CONTRA COSTA COUNTY

Staff Report

File #: 26-2504 **Agenda Date:** 6/9/2026 **Agenda #:** C.164.

To: Board of Supervisors

From: David O. Livingston, Sheriff-Coroner

Report Title: Purchase of Lenco BEARCAT Armored Vehicle

☒Recommendation of the County Administrator ☐ Recommendation of Board Committee

RECOMMENDATIONS:
APPROVE and AUTHORIZE the Purchasing Agent to execute, on behalf of the Sheriff-Coroner, a purchase order with Lenco Armored Vehicles in an amount not to exceed $415,000 for the purchase of a BEARCAT G3 Pro Armored Vehicle, optional equipment, and warranty.
This equipment qualifies as "military equipment" as defined in Government Code 7070 and, in compliance with AB 481, will be maintained in the annual Office of the Sheriff Military Equipment Inventory if approved.

FISCAL IMPACT:
Approval of this request will result in up to $415,000 in capital equipment and vehicle expenditure and will be funded 100% by Police County Service Area PL6 funding. The $415,000 expenditure includes costs for the Bearcat Armored Vehicle, advanced tactical attachments, and warranty.

BACKGROUND:
On September 30, 2021, Governor Newsom signed Assembly Bill 481 (AB 481) into law, effective January 1, 2022. This bill added Sections 7070-7075 to the Government Code, regulating local law enforcement's funding, acquisition, and use of defined "military equipment." Following AB 481, in May 2022, the Contra Costa County Office of the Sheriff received the Board of Supervisors' approval for using existing qualifying equipment and acquiring additional equipment. On July 26, 2022, the Sheriff's Office requested the Board adopt an ordinance as required by AB 481. Consequently, on August 2, 2022, the Board of Supervisors adopted Ordinance No. 2022-29, approving the Office's Government Code 7070 Defined Equipment Policy and making findings in line with AB 481.

On July 23, 2024, the Board of Supervisors approved the 2024 Government Code Section 7070 Defined Equipment Policy and projected equipment purchases for the Contra Costa County Office of the Sheriff, and renewed the ordinance as required by AB 481. At that time, the Office did not anticipate the need to purchase the BEARCAT Armored Vehicle, so it was not included in the projected acquisitions. The Bearcat Armored Vehicle is military equipment pursuant to Government Code Section 7070(c)(2), a category of equipment which was previously authorized by the Board of Supervisors for Sheriff's Office use. The intended uses of the armored vehicle are consistent with the Sheriff's Office's policy and inventory, previously approved by the Board.

The Office of the Sheriff currently has two Armored Rescue Vehicles, a Lenco BEARCAT G2 and a Lenco

BEARCAT G3. The BEARCAT G2, which is currently in use, was manufactured in 2007 and currently has 16,975 miles. It has been operational for approximately 19 years and has recently required multiple parts to be replaced and/or repaired. Over the past year, the BEARCAT G2 has experienced increasing mechanical and operational deficiencies. Multiple locking mechanisms and door handles have required replacement, while the air conditioning system and front seating continue to fail, and windows need to be replaced because they can no longer protect occupants from high-caliber rounds. The intercom system is frequently non-operational, and the emergency lighting system is no longer fully functional. In the last year alone, over $11,000 was spent on maintenance costs, with another $6,000 soon to follow. Overall, the vehicle is in a deteriorated condition and is becoming unreliable for critical operations. Due to repairs and maintenance, the BEARCAT G2 has been unavailable for a month over the past two years.

Additionally, due to the design and construction of this model, the BEARCAT G2 is not configured to accommodate a medical litter, which presents a significant limitation during rescue or casualty extraction operations. Recent evaluations have also identified a vulnerability in the undercarriage due to inadequate ballistic protection. This deficiency increases the risk to personnel from explosive threats and gunfire originating from below the vehicle.
The new BEARCAT G3 Pro will have undercarriage armor protection.
These ongoing issues collectively impact both operational readiness and officer safety, underscoring the need for replacement. If replaced, the current BEARCAT G2 would be taken out of service and sold to another agency.

The Lenco BEARCAT G3 Pro has a unit price of $278,880. The standard Pro Package has a unit price of $128,216, which includes the Off-Road Package, 4-door configuration, vertical gunport upgrade, 360-degree camera system, rear A/C and heating system, hydraulic front-mounted receiver with ram post, gas injector package, roof-mounted remote control spotlight, high-intensity driving lights, takedown light with infrared, armored oil pan, intercom system, and 6 weapons mounts. Lenco has offered the Sheriff's Office a $15,000 discount on the purchase, bringing the subtotal to $392,096.

Lenco Armored Vehicles have demonstrated a solid satisfaction track record, and many local and State police agencies in the country are existing customers. The Bearcat G3 Pro has been critical for those agencies in confronting complex threats and making tactical operations safer.

CONSEQUENCE OF NEGATIVE ACTION:
If the Board disapproves, the Office of the Sheriff will be limited in its ability to safely respond to critical incidents, such as barricaded and hostage situations requiring advanced tactics. This could hinder the Office's ability to protect and rescue civilians and resolve such incidents through negotiated surrender and tactical plans.

1025 ESCOBAR STREET
MARTINEZ, CA 94553

CONTRA COSTA COUNTY

Staff Report

File #: 26-2505 **Agenda Date:** 6/9/2026 **Agenda #:** C.165.

To: Board of Supervisors

From: David O. Livingston, Sheriff-Coroner

Report Title: Rekor Recognition Systems, Inc.

☒Recommendation of the County Administrator ☐ Recommendation of Board Committee

RECOMMENDATIONS:
APPROVE and AUTHORIZE the Sheriff-Coroner, or designee, to execute a contract with Rekor Recognition Systems, Inc., in an amount not to exceed $22,260 for the provision of a hosted software system for automatic license plate reader cameras in County Service Area P-6, for the term March 1, 2026, through February 28, 2027.

FISCAL IMPACT:
Approval of this request will result in up to $22,260 in contractual service expenditures over a 1-year period and will be 100% funded by the General Fund.

BACKGROUND:
Rekor Recognition Systems, Inc. provides automatic license plate reader (ALPR) cameras with 24/7 monitoring for homes, businesses and neighborhoods to protect against property crime, violent crime, stolen vehicles and more. In May of 2022, an opportunity to receive grant funding to purchase cameras for the East Contra Costa County Area (P-6) became available. This equipment is fundamental to maintaining the safety of Sheriff's Office personnel, civilians and suspects alike. In recent years, crime rates have risen compromising the safety and security of our communities, especially rural areas such as East Contra Costa County. Individuals often target these areas to commit various crimes such as theft, burglary and more violent crimes. East Contra Costa County is unique because it borders three other counties, including Sacramento County, San Joaquin County and Alameda County. This often makes East Contra Costa County vulnerable to individuals coming into the area and then returning to their respective counties to avoid detection and apprehension.

The lack of cameras in rural areas can make preventing or solving these crimes challenging for patrol deputies and investigators. The use of ALPR technology has become commonplace in many Bay Area communities, including several areas and cities in Contra Costa County. The Contra Costa County Office of the Sheriff would deploy additional fixed ALPRs in strategic areas of East Contra Costa County as a force multiplier and investigative tool to support law enforcement and security efforts with the community. The license plate information is then queried against various databases for wanted or stolen vehicles, missing and endangered persons and other categories. The installation of ALPR cameras would significantly increase our ability to prevent, respond to and solve crimes within all areas of Contra Costa County. Providing additional cameras

would help enhance public safety by protecting the citizens of Contra Costa County and the greater Bay Area. Twelve (12) cameras were purchased with State Homeland Security Grant Program FY2020 funds.

This service agreement is for the installation of the twelve (12) automatic license plate reader cameras in County Service Area P-6 and the provision of a hosted software system. This service agreement includes a mutual indemnification provision.

Additionally, the Terms of Service includes indemnification and limitation of liability from the County to Rekor Recognition Systems, Inc..

CONSEQUENCE OF NEGATIVE ACTION:
If the Board does not approve, the Office of the Sheriff will not have access to their software system and will not have additional measures in place to deter and solve crime in East Contra Costa County.

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SIDE LETTER
BETWEEN
THE CONTRA COSTA COUNTY
FIRE PROTECTION DISTRICT
AND TEAMSTERS, LOCAL 856

This Side Letter is by and between Teamsters, Local 856 (“Union” or “Teamsters”) and the Contra Costa County Fire Protection District ("District") and Contra Costa County (“County”) on behalf of its Health Services Department. Following approval by the Contra Costa County Board of Supervisors and Board of Directors for the Contra Costa County Fire Protection District, this Side Letter will take effect on the same day as the effective date of the transfer of the Hazardous Materials Program from the County’s Health Services Department to the District.

Upon the effective date of the transfer of the Hazardous Materials Program to the District, the Hazardous Materials employees listed in Attachment A in positions currently represented by Teamsters will become District employees and will transition into newly established positions represented by IAFF, Local 1230. The employees will be subject to the rules of the District that establish the terms and conditions of employment that are applicable to employees represented by IAFF, Local 1230, including but not limited to, the Memorandum of Understanding (“MOU”) between IAFF, Local 1230 and the District (July 1, 2023 – June 30, 2027), the Personnel Management Regulations (PMR), and any other written rule, regulation, or law that would impact the wages, hours, and terms and conditions of employment for District employees.

Upon the effective date of the transfer of the Hazardous Materials Program to the District, the MOU between the Parties will be amended to remove any references to the Hazardous Materials Program and abolished classifications, and the Parties agree that such changes will be made during successor MOU bargaining as clean-up. The Parties also agree and understand that the classifications of Hazardous Materials Specialist I (Job Code: V4WG) and Hazardous Materials Specialist II (Job Code: V4VC) shall be abolished upon the effective date of the transfer of the Hazardous Materials Program to the District.

This Side Letter memorializes the understanding between the County, the District and Teamsters regarding the Hazardous Materials Program employees identified in Attachment A, incorporated herein by reference, and their transition into District employment and representation by IAFF, Local 1230.

A. <u>Salary & Classification</u>

Employees will be placed into the District classifications listed in Attachment A, and will be placed at the salary step of the salary range of the District positions listed in Attachment A.

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B. Hire Date and Seniority

The District will recognize the hire dates and merit step anniversary dates for the employee listed in Attachment A upon their transition into District employment. For purposes of layoff and seniority credit in promotional examinations, the employees listed in Attachment A will be considered to have commenced work under the District's merit system on the date they achieved status in the County comparable to permanent status in the District's merit system. Time served in volunteer positions shall not be considered when calculating the employees' hire dates or seniority.

C. Probationary Periods/Status

The employees listed in Attachment A will not be required to serve a probationary period for their designated District classification. If the employees listed in Attachment A are actively serving a probationary period at the time of the transfer, the District will recognize any probationary time already served but will require that any outstanding probationary time be served in the new District classification.

D. Vacation Accrual Rates

Section 10 – Vacation Leave of the current MOU between the District and Local 1230 will apply to the employees listed in Attachment A. Section 10 provides the following vacation accrual rates and thresholds based on the corresponding length of service. Time served in volunteer positions shall not be considered when calculating the employees' length of service.

Length of Service	Monthly Accrual Hours	Maximum Cumulative Hours
Under 11 years	10	240
Beg. with 11-15 yrs completed service	12-2/3	304
Beg. with 16-20 yrs completed service	13-1/3	320
Beg. with 21-25 yrs completed service	16-2/3	400
Beg. with 26-30 yrs completed service	20	480
Beginning with 31 yrs service	23-1/3	560

Existing vacation balances will be transferred from the Health Services Department to the District, up to the maximum cumulative hours listed in Section 10 of the MOU between the District and Local 1230.

E. Sick Leave Accruals

Pursuant to the District's Administrative Bulletin No. 411 (Sick Leave Policy), any existing sick leave accruals for the above-listed employees will transfer in their entirety upon their transition to District employment. The District does not impose a maximum cumulative hours for sick leave accruals as unused sick leave credits

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carry over from year to year.

F. Other Accruals or Special Pays or Allowances

Any compensatory time accrued by the employees listed in Attachment A may be exhausted prior to the effective date of the transfer. Any unexhausted compensatory time will be cashed out in accordance with Section 7.2.H. of the Teamsters MOU upon the effective date of the transfer. Any personal holiday credits accrued by the employee will be transferred from the Health Services Department to the District, up to the maximum cumulative hours for personal holiday credit listed in Section 9.1.C. of the MOU between the District and Local 1230. Upon their transfer into the District, employees listed in Attachment A shall accrue personal holiday credits in accordance with Section 9.1.C. of the MOU between the District and Local 1230.

Any other unexhausted accruals other than sick leave accruals, vacation leave accruals, and personal holiday credits will be forfeited when the employees transfers into the District. Any special pays, such as on-call pay, differentials, or allowances, such as continuing education allowance, will no longer apply when the employee transfers into the District unless the employee is eligible for similar special pays under the Local 1230 MOU.

G. Minimum Qualifications for District Classifications

A. For all employees identified in this Side Letter, the District will recognize the employees' prior full-time work experience with the Health Services Department for purposes of satisfying the minimum qualifications for the following District classifications:

- Hazardous Materials Inspector – Job Code V4VA

B. All employees identified in this Side Letter shall be expected to meet the minimum qualifications and certification requirements for the Hazardous Materials Inspector within the timeframes specified in the job specifications.

H. District Benefits & Open Enrollment

The employees identified in this Side Letter will receive the same health/retirement benefits applicable to their new employment in the District as other similarly situated District employees and will not retain any health benefits, retirement benefits, or retiree health benefits provided by the County that are different from or not offered by the District. The employees will also be afforded a special open enrollment period for District health benefits after they enter District employment. Prior to the effective date of the transfer, Human Resources will convene an informational meeting to discuss the District's health benefits.

I. Entire Agreement

This Side Letter is fully integrated and constitutes the entire agreement and

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understanding between the Parties regarding the terms and conditions of District employment for the employees identified in this Side Letter. The terms and conditions of employment applicable to all District employees are applicable to the employees identified in this Side Letter unless specially changed by this Side Letter. There are no oral understandings, terms or conditions, and neither Party has relied on any representation, express or implied, not contained in this Side Letter. All prior understandings, terms or conditions are deemed merged into this Side Letter.

This Side Letter will remain in effect until terminated by the Parties. All other terms and conditions of the current MOU between the County and District and Teamsters, Local 856 (July 1, 2022 – June 30, 2026) remain unchanged by this Side Letter.

Date: 5/12/2026

Contra Costa County Fire District:
(Signature / Printed Name)

DocuSigned by:
Lewis Broschard
C0917934FFEC482...
Lewis Broschard

DocuSigned by:
RebeccaCox
695AD9D188D6407...
Rebecca Cox

_____ / _____

Teamsters, Local 856:
(Signature / Printed Name)

Signed by:
Mark Jones
D4648C56CB8B4A1...
Mark Jones

_____ / _____

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Employee ID Number	Last	First Name	Health Services Classification	Job Code	County Hire Date	New Anniversary Date	Fire District Classification	Fire Disctrict Job Code	Fire District Step Placement
78305	Ackerman	Amanda	Hazardous Materials Spec II	V4VC	2/1/2013	7/1/2026	Hazardous Materials Inspector	V4VA	7
80762	Bryant	Xavier	Hazardous Materials Spec II	V4VC	9/29/2014	7/1/2026	Hazardous Materials Inspector	V4VA	7
81811	Dwight	Sara	Hazardous Materials Spec II	V4VC	6/15/2015	7/1/2026	Hazardous Materials Inspector	V4VA	7
47213	Friedman	Lacey	Hazardous Materials Spec II	V4VC	6/18/1990	7/1/2026	Hazardous Materials Inspector	V4VA	7
73129	Johnson	Trisha	Hazardous Materials Spec II	V4VC	2/19/2008	7/1/2026	Hazardous Materials Inspector	V4VA	7
91651	Kierstead	Glenda	Hazardous Materials Spec II	V4VC	2/14/2022	7/1/2026	Hazardous Materials Inspector	V4VA	7
80257	LeCount	David	Hazardous Materials Spec II	V4VC	4/20/2015	7/1/2026	Hazardous Materials Inspector	V4VA	7
91649	Menge	Nicklaus	Hazardous Materials Spec II	V4VC	2/14/2022	7/1/2026	Hazardous Materials Inspector	V4VA	7
91650	Ruane	Edward	Hazardous Materials Spec II	V4VC	2/14/2022	7/1/2026	Hazardous Materials Inspector	V4VA	7
69842	Umemoto	Nicholas	Hazardous Materials Spec II	V4VC	4/29/2013	7/1/2026	Hazardous Materials Inspector	V4VA	7
78488	Williams	Ian	Hazardous Materials Spec II	V4VC	8/1/2013	7/1/2026	Hazardous Materials Inspector	V4VA	7
82821	Zappelli	Fahlon	Hazardous Materials Spec II	V4VC	1/12/2016	7/1/2026	Hazardous Materials Inspector	V4VA	5
92056	Foley	Madison	Hazardous Materials Spec II	V4VC	6/20/2022	7/1/2026	Hazardous Materials Inspector	V4VA	4
92338	Huynh	Jeremy	Hazardous Materials Spec II	V4VC	8/23/2022	7/1/2026	Hazardous Materials Inspector	V4VA	7
94016	Rivera	Andre	Hazardous Materials Spec II	V4VC	9/1/2023	7/1/2026	Hazardous Materials Inspector	V4VA	4
93818	Young	Gregory	Hazardous Materials Spec II	V4VC	7/31/2023	7/1/2026	Hazardous Materials Inspector	V4VA	5
97595	Montes Lopez	Rozeli	Hazardous Materials Spec I	V4WG	1/20/2026	7/1/2026	Hazardous Materials Inspector	V4VA	3

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SIDE LETTER
BETWEEN
THE CONTRA COSTA COUNTY
FIRE PROTECTION DISTRICT
AND IFPTE, LOCAL 21

This Side Letter is by and between IFPTE, Local 21 (“Union” or “Local 21”) and the Contra Costa County Fire Protection District ("District") and Contra Costa County (“County”) on behalf of its Health Services Department. Following approval by the Board of Directors for the Contra Costa County Fire Protection District, this Side Letter will take effect on the same day as the effective date of the transfer of the Hazardous Materials Program from the County’s Health Services Department to the District.

Upon the effective date of the transfer of the Hazardous Materials Program to the District, as determined by the County Board of Supervisors and Board of Directors for the District, the Hazardous Materials employees listed in Attachment A in positions currently represented by Local 21 will become District employees and will transition into established positions represented by IAFF, Local 1230. The employees will be subject to the rules of the District that establish the terms and conditions of employment that are applicable to employees represented by IAFF, Local 1230, including but not limited to, the Memorandum of Understanding (“MOU”) between IAFF, Local 1230 and the District (July 1, 2023 – June 30, 2027), the Personnel Management Regulations (PMR), and any other written rule, regulation, or law that would impact the wages, hours, and terms and conditions of employment for District employees.

Upon the effective date of the transfer of the Hazardous Materials Program to the District, the County Hazardous Materials employee listed in Attachment B in a position currently represented by Local 21 will become a District employee and will transition into an established District management position that is unrepresented. The employee will be subject to the rules of the District that establish the terms and conditions of employment that are applicable to unrepresented District employees, including but not limited to, the Management Benefits Resolution No. 2023/538, the Personnel Management Regulations (PMR), and any other written rule, regulation, or law that would impact the wages, hours, and terms and conditions of employment for District employees.

Additionally, upon the effective date of the transfer of the Hazardous Materials Program to the District, the MOU between the Parties will be amended to remove any references to the Hazardous Materials Program and abolished classifications, and the Parties agree that such changes will be made during successor MOU bargaining as clean-up. The Parties also agree and understand that the classifications of Assistant Director of Hazardous Materials Program (Job Code: VLFA) and Supervising Hazardous Materials Specialist (Job Code: VLHB) shall be abolished upon the effective date of the transfer of the Hazardous Materials Program to the District.

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This Side Letter memorializes the understanding between the District and Local 21 regarding the Hazardous Materials Program employees identified in Attachment A, incorporated herein by reference, and their transition into District employment and representation by IAFF, Local 1230, and the understanding between the District and Local 21 regarding the Hazardous Materials Program employee identified in Attachment B, incorporated herein by reference, and their transition into District employment and unrepresented status.

A. Salary & Classification

Employees will be placed into the District classifications listed in Attachments A and B, and will be placed at the salary step of the salary range of the District positions listed in Attachments A and B.

B. Hire Date and Seniority

The District will recognize the hire dates and merit step anniversary dates for the employees listed in Attachments A and B upon their transition into District employment. For purposes of layoff and seniority credit in promotional examinations, the employees listed in Attachments A and B will be considered to have commenced work under the District's merit system on the date they achieved status in the County comparable to permanent status in the District's merit system. Time served in volunteer positions shall not be considered when calculating the employees' hire dates or seniority.

C. Probationary Periods/Status

The employees listed in Attachments A and B will not be required to serve a probationary period for their designated District classification. If the employees listed in Attachments A and B are actively serving a probationary period at the time of the transfer, the District will recognize any probationary time already served but will require that any outstanding probationary time be served in the new District classification.

D. Vacation Accrual Rates

1. Section 10 – Vacation Leave of the current MOU between the District and Local 1230 will apply to the employees listed in Attachment A. Section 10 provides the following vacation accrual rates and thresholds based on the corresponding length of service. Time served in volunteer positions shall not be considered when calculating the employees' length of service.

Length of Service	Monthly Accrual Hours	Maximum Cumulative Hours
Under 11 years	10	240
Beg. with 11-15 yrs completed service	12-2/3	304
Beg. with 16-20 yrs completed service	13-1/3	320
Beg. with 21-25 yrs completed service	16-2/3	400
Beg. with 26-30 yrs completed service	20	480
Beginning with 31 yrs service	23-1/3	560

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Existing vacation balances will be transferred from the County to the District, up to one-hundred percent (100%) of the maximum cumulative hours listed in Section 10 of the MOU between the District and Local 1230.

2. Section 1.17 – Vacation of Management Resolution No. 2023/538 will apply to the employee listed in Attachment B. Section 1.17 provides the following vacation accrual rates and thresholds based on the corresponding length of service. Time served in volunteer positions shall not be considered when calculating the employees' length of service.

Length of Service	Monthly Accrual Hours	Maximum Cumulative Hours
Under 11 years	10	240
11 years	10-2/3	256
12 years	11-1/3	272
13 years	12	288
14 years	12-2/3	304
15 through 19 years	13-1/3	320
20 through 24 years	16-2/3	400
25 through 29 years	20	480
30 years and up	23-1/3	560

E. Sick Leave Accruals

The District's Administrative Bulletin No. 411 (Sick Leave Policy), any existing sick leave accruals for the above-listed employees will transfer in their entirety upon their transition to District employment. The District does not impose a maximum cumulative hours for sick leave accruals as unused sick leave credits carry over from year to year.

F. Other Accruals or Special Pays or Allowances

1. For employees listed in Attachment A, any compensatory time accrued by the employees listed in Attachment A may be exhausted prior to the effective date of the transfer. Any unexhausted compensatory accruals will be cashed out upon the effective date of the transfer. Any personal holiday credits accrued by the employees listed in Attachment A will be transferred from the Health Services Department to the District, up to the maximum cumulative hours for personal holiday credit listed in Section 9.1.C. of the MOU between the District and Local 1230. Upon their transfer into the District, employees listed in Attachment A shall accrue personal holiday credits in accordance with Section 9.1.C. of the MOU between the District and Local 1230. Any other unexhausted accruals other than sick leave accruals, vacation leave accruals, and personal holiday credits up to the maximum cumulative hours listed in Section 9.1.C., will be forfeited when the employees in Attachment A transfer into the District.

2. For the employee listed in Attachment B, any Administrative Leave accruals shall transfer over to the District, however no such accruals shall carry over into a

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new calendar year. Any compensatory time accrued by the employee listed in Attachment B must be exhausted or cashed out prior to the effective date of the annexation. Any personal holiday credit accrued by the employee listed in Attachment B shall transfer in their entirety upon their transfer into the District, up to the maximum cumulative hours allowed by Section 1.16 – Personal Holiday Credit of Management Resolution No. 2023/538. Any unexhausted accruals other than sick leave accruals, vacation leave accruals, Administrative Leave, and personal holiday credit up to the maximum allowed by Section 1.16 of the Management Resolution No. 2023/538, will be forfeited when the employee in Attachment B transfers into the District.

G. Minimum Qualifications for District Classifications

A. For all employees identified in Attachment A of this Side Letter, the District will recognize the employees' prior full-time work experience with the Health Services Department for purposes of satisfying the minimum qualifications for the following District classifications:

- Hazardous Materials Captain – Job Code VLHC

B. For the employee identified in Attachment B of this Side Letter, the District will recognize the employees' prior full-time work experience with the Health Services Department for purposes of satisfying the minimum qualifications for the following District classifications:

- Deputy Fire Marshal – Job Code RJGA

C. All employees identified in this Side Letter shall be expected to meet the minimum qualifications and certification requirements for their classifications within the timeframes specified in their respective job specifications.

H. District Benefits & Open Enrollment

The employees identified in this Side Letter will receive the same health/retirement benefits applicable to their new employment in the District as other similarly situated District employees and will not retain any health benefits, retirement benefits, or retiree health benefits provided by the Health Services Department that are different from or not offered by the District. The employee will also be afforded a special open enrollment period for District health benefits after they enter District employment. Prior to the effective date of the transfer, Human Resources will convene an informational meeting to discuss the District's health benefits.

I. Entire Agreement

This Side Letter is fully integrated and constitutes the entire agreement and understanding between the Parties regarding the terms and conditions of District employment for the employees identified in this Side Letter. The terms and conditions of employment applicable to all District employees are applicable to the employees identified in this Side Letter unless specially changed by this Side

Letter. There are no oral understandings, terms or conditions, and neither Party has relied on any representation, express or implied, not contained in this Side Letter. All prior understandings, terms or conditions are deemed merged into this Side Letter.

This Side Letter will remain in effect until terminated by the Parties. All other terms and conditions of the current MOU between the District and IFPTE, Local 21 (July 1, 2022 – June 30, 2026) remain unchanged by this Side Letter.

Date: 5/21/2026

Contra Costa County Fire District: (Signature / Printed Name)		**IFPTE, Local 21:** (Signature / Printed Name)	
DocuSigned by: Aaron McAlister 4D916ABE223B428...	Aaron McAlister	DocuSigned by: Sean Stalbaum 1B110D4B8FFE49E...	Sean Stalbaum
DocuSigned by: Rebecca Cox 695AD9D188D6407...	Rebecca Cox	Signed by: Quinton Silket 25A0072A75494AF...	Quinton Silket

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ATTACHMENT A

Employee ID Number	Last	First Name	Health Services Classification	Job Code	County Hire Date	New Anniversary Date	Fire District Classification	Fire Disctrict Job Code	Fire District Step Placement
80039	Pham	Hung	Supervising Hazardous Materials Specialist	VLHB	4/28/2014	7/1/2026	Hazardous Materials Captain	VLHC	7
78346	Melik-Abramians	Karine	Supervising Hazardous Materials Specialist	VLHB	2/1/2013	7/1/2026	Hazardous Materials Captain	VLHC	7
73148	Lewis	Devra	Supervising Hazardous Materials Specialist	VLHB	2/9/2008	7/1/2026	Hazardous Materials Captain	VLHC	7

Docusign Envelope ID: 76CDDB90-8D96-8C78-80FB-AB52D50FA03E

ATTACHMENT B

Employee ID Number	Last	First Name	Health Services Classification	Job Code	County Hire Date	New Anniversary Date	Fire District Classification	Fire Disctrict Job Code	Fire District Step Placement
67867	Springer	Adam	Assistant Director of Hazardous Materials Program	VLFA	9/2/2003	7/1/2026	Deputy Fire Marshal	RJGA	5

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SIDE LETTER
BETWEEN
THE CONTRA COSTA COUNTY
FIRE PROTECTION DISTRICT
AND IAFF, LOCAL 1230

This Side Letter is by and between the International Association of Firefighters (IAFF), Local 1230 ("Local 1230" or “Association”) and the Contra Costa County Fire Protection District ("District"). Following approval by the Board of Directors for the Contra Costa County Fire Protection District, this Side Letter will take effect on the same day as the effective date of the transfer of the Hazardous Materials Program from the Contra Costa County Health Services Department to the District.

Upon the effective date of the transfer of the Hazardous Materials Program to the District, as determined by the Board of Directors for the District, the Hazardous Materials Program employees will become District employees. Hazardous Materials Program employees entering positions represented by Local 1230 will be subject to the rules of the District that establish the terms and conditions of employment that are applicable to employees represented by the Association. These District rules include the Memorandum of Understanding (“MOU”) between Local 1230 and the District (July 1, 2023 – June 30, 2027), the Personnel Management Regulations (PMR), and any other written rule, regulation, or law that would impact the wages, hours, and terms and conditions of employment for employees represented by the Association.

This Side Letter memorializes the understanding between the District and Local 1230 regarding the Hazardous Materials Program employees identified in Attachments A and B, incorporated herein by reference, and their transition into District employment and representation by Local 1230. Local 1230 agrees to the establishment of the new District classifications of Hazardous Materials Inspector and Hazardous Materials Captain identified in Attachments A and B into which the employees will transition.

A. Salary

Employees will be placed into the District classifications listed in Attachments A and B and will be placed at the salary step of the salary range of the District positions listed in Attachments A and B upon the effective date of the transfer of the Hazardous Materials Program to the District.

B. Hire Date and Seniority

The District will recognize the hire dates and merit step anniversary dates in accordance with Attachments A and B for the employees upon their transition into District employment. For purposes of layoff and seniority credit in promotional examinations, the employees listed in Attachments A and B will be considered to have commenced work under the District’s merit system on the date they achieved

status in the County comparable to permanent status in the District's merit system. Time served in volunteer positions shall not be considered when calculating the employees' hire dates or seniority.

C. Probationary Periods/Status

The employees listed in Attachments A and B will not be required to serve a probationary period for their designated District classification. If any of the employees listed in Attachments A and B are actively serving a probationary period at the time of the transfer, the District will recognize any probationary time already served but will require that any outstanding probationary time be served in the new District classification.

D. Vacation Accrual Rates

Section 10 (Vacation Leave) of the current MOU between the District and Local 1230 will apply to the employees listed in Attachments A and B. Section 10 provides the following vacation accrual rates and thresholds based on the corresponding length of service. Time served in volunteer positions shall not be considered when calculating the employees' length of service.

40 Hour Shift Employees

Length of Service	Monthly Accrual Hours	Maximum Cumulative Hours
Under 11 years of completed service	10	240
Beg. with 11 – 15 yrs completed service	12-2/3	304
Beg. with 16 – 20 yrs completed service	13-1/3	320
Beg. with 21 – 25 yrs completed service	16-2/3	400
Beg. with 26 – 30 yrs completed service	20	480
Beginning with 31 yrs service	23-1/3	560

All existing vacation balances will be transferred to the District, up to the maximum cumulative hours listed in Section 10 of the MOU between the District and Local 1230.

E. Sick Leave Accruals

Pursuant to the District's Administrative Bulletin No. 411 (Sick Leave Policy), any existing sick leave accruals for the employees listed in Attachments A and B will transfer in their entirety upon their transition to District employment. The District does not impose a maximum cumulative hours for sick leave accruals as unused sick leave credits carry over from year to year.

F. Other Accruals

Any compensatory time accrued by the employees listed in Attachment A while employed by the Health Services Department may be exhausted prior to the effective date of the transfer. Any unexhausted compensatory accruals will be cashed upon the effective date of the transfer.

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Any personal holiday credits accrued by employees listed in Attachments A and B will be transferred from the County to the District, up to the maximum cumulative hours for personal holiday credit listed in Section 9.1.C. of the MOU between the District and Local 1230. For the employees listed in Attachments A and B, any unexhausted accruals other than vacation leave accruals, sick leave accruals, and personal holiday credits will be forfeited when the employees listed in Attachments A and B transfer into the District.

For the employees listed in Attachment B, any Administrative Leave accruals shall be forfeited when the employees in Attachment B transfer into the District.

G. Minimum Qualifications for District Classifications

A. For all the employees identified in Attachment A of this Side Letter, the District will recognize the employees' prior full-time work experience with the Health Services Department for purposes of satisfying the minimum qualifications for the following District classifications:

- Hazardous Materials Inspector – Job Code V4VA

B. For the employees identified in Attachment B of this Side Letter, the District will recognize the employees' prior full-time work experience with the Health Services Department for purposes of satisfying the minimum qualifications for the following District classifications:

- Hazardous Materials Captain – Job Code VLHC

C. All employees identified in this Side Letter shall be expected to meet the minimum qualifications and certification requirements for their classification within the timeframes specified in their respective job specifications.

H. CUPA Differential

The District and the Association agree to establish a five-percent (5%) California Certified Unified Program Agency ("CUPA") differential. Eligible employees in the CUPA program will receive a differential of five percent (5%) of the employee's monthly base rate of pay.

The District and Association agree to add the following language to a newly created Subsection of Section 5 – Salaries of the MOU between the Parties as follows:

5.20 California Certified Unified Program Agency Differential. Hazardous Materials Inspectors (V4VA) in the California Certified Unified Program Agency ("CUPA") program will receive a differential of five percent (5%) of the employee's monthly base rate of pay. To be eligible for this differential, employees must complete all minimum trainings, assignments, and certifications required by the District to qualify for assignment to the CUPA

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Program.

I. **Training and Prevention Differential.** The District and the Association agree that those employees listed in Attachment B who will be placed in the District's Hazardous Materials Captain (Job Code – VLHC) classification who are allocated to the Contra Costa County Fire Protection District Hazardous Materials Division shall be eligible for the Training and Prevention Differential listed in Subsection 5.17 – Training and Prevention Differential of the MOU between the parties. Eligible employees shall receive a monthly pay differential of fifteen percent (15%) of base pay. The District and the Association agree to add the classification of Hazardous Materials (Job Code – VLHC) to Subsection 5.17 of the MOU between the Parties as follows:

5.17 Training and Prevention Differential. Employees in the classifications of Fire Training Captain (RPTE), Fire Prevention Captain (RPTD), Fire Captain-Paramedic/40 Hour (RPTF), Fire Training Captain – Paramedic (RFTG), ~~and~~ Fire Captain – 40 Hour (RPTC), and Hazardous Materials Captain (VLHC), who are permanently allocated to the Contra Costa County Fire Protection District Training Division, Fire Prevention Bureau, Hazardous Materials Division, or the EMS Division, shall receive a monthly pay differential of fifteen percent (15%) of base pay.

J. **Off Duty Standby Differential.** The District and Association agree to the following modifications to Section 5.12 of the MOU between the parties.

5.12 Off Duty Standby Differential. Represented members assigned to participate in the Fire Investigation Off-Duty Standby Team and/or as Public Information Officers, or Hazardous Materials Standby will receive a monthly pay differential of 5% of their base pay. Employees in the Fire Investigation Off-Duty Standby Team and/or Public Information Officer, or Hazardous Materials Standby roles will only receive a single differential of 5% regardless of whether they are serving in one or ~~both~~ multiple roles.

To be eligible for this differential, the employee must be on-call to the Fire Investigation Off-Duty Standby Team and/or as a Public Information Officer, or Hazardous Materials Standby at least ten (10) days per month and must have their schedule approved by their Assistant Fire Chief ~~Fire Marshal~~, or ~~his~~ their designee.

K. **District Benefits & Open Enrollment**
The employees identified in this Side Letter will receive the same health/retirement benefits applicable to their new employment in the District as other similarly situated District employees and will not retain any health benefits, retirement benefits, or retiree health benefits provided by the Health Services Department that are different from or not offered by the District. The employees will also be afforded a special open enrollment period for District health benefits

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after they enter District employment. Prior to the effective date of the program transition, Human Resources will convene an informational meeting to discuss the District's health benefits.

L. Entire Agreement

This Side Letter is fully integrated and constitutes the entire agreement and understanding between the Parties regarding the terms and conditions of District employment for the employees identified in this Side Letter. The terms and conditions of employment applicable to all District employees are applicable to the employees identified in this Side Letter unless specially changed by this Side Letter. There are no oral understandings, terms or conditions, and neither Party has relied on any representation, express or implied, not contained in this Side Letter. All prior understandings, terms or conditions are deemed merged into this Side Letter.

This Side Letter will remain in effect until terminated by the Parties. All other terms and conditions of the current MOU between the District and Local 1230 (July 1, 2023 – June 30, 2027) remain unchanged by this Side Letter.

Date: 5/27/2026

Contra Costa County Fire District: (Signature / Printed Name)		**IAFF, Local 1230:** (Signature / Printed Name)	
DocuSigned by: Aaron McAlister 4D916ABE223B428...	Aaron McAlister	Signed by: Vince Wells 90B070199E8D475...	Vince Wells
DocuSigned by: Rebecca Cox 695AD9D188D6407...	Rebecca Cox	Signed by: Shane Kelly CAD6DF5F3D3C439...	Shane Kelly

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ATTACHMENT A

Employee ID Number	Last	First Name	Health Services Classification	Job Code	County Hire Date	New Anniversary Date	Fire District Classification	Fire Disctrict Job Code	Fire District Step Placement
78305	Ackerman	Amanda	Hazardous Materials Spec II	V4VC	2/1/2013	7/1/2026	Hazardous Materials Inspector	V4VA	7
80762	Bryant	Xavier	Hazardous Materials Spec II	V4VC	9/29/2014	7/1/2026	Hazardous Materials Inspector	V4VA	7
81811	Dwight	Sara	Hazardous Materials Spec II	V4VC	6/15/2015	7/1/2026	Hazardous Materials Inspector	V4VA	7
47213	Friedman	Lacey	Hazardous Materials Spec II	V4VC	6/18/1990	7/1/2026	Hazardous Materials Inspector	V4VA	7
73129	Johnson	Trisha	Hazardous Materials Spec II	V4VC	2/19/2008	7/1/2026	Hazardous Materials Inspector	V4VA	7
91651	Kierstead	Glenda	Hazardous Materials Spec II	V4VC	2/14/2022	7/1/2026	Hazardous Materials Inspector	V4VA	7
80257	LeCount	David	Hazardous Materials Spec II	V4VC	4/20/2015	7/1/2026	Hazardous Materials Inspector	V4VA	7
91649	Menge	Nicklaus	Hazardous Materials Spec II	V4VC	2/14/2022	7/1/2026	Hazardous Materials Inspector	V4VA	7
91650	Ruane	Edward	Hazardous Materials Spec II	V4VC	2/14/2022	7/1/2026	Hazardous Materials Inspector	V4VA	7
69842	Umemoto	Nicholas	Hazardous Materials Spec II	V4VC	4/29/2013	7/1/2026	Hazardous Materials Inspector	V4VA	7
78488	Williams	Ian	Hazardous Materials Spec II	V4VC	8/1/2013	7/1/2026	Hazardous Materials Inspector	V4VA	7
82821	Zappelli	Fahlon	Hazardous Materials Spec II	V4VC	1/12/2016	7/1/2026	Hazardous Materials Inspector	V4VA	5
92056	Foley	Madison	Hazardous Materials Spec II	V4VC	6/20/2022	7/1/2026	Hazardous Materials Inspector	V4VA	4
92338	Huynh	Jeremy	Hazardous Materials Spec II	V4VC	8/23/2022	7/1/2026	Hazardous Materials Inspector	V4VA	7
94016	Rivera	Andre	Hazardous Materials Spec II	V4VC	9/1/2023	7/1/2026	Hazardous Materials Inspector	V4VA	4
93818	Young	Gregory	Hazardous Materials Spec II	V4VC	7/31/2023	7/1/2026	Hazardous Materials Inspector	V4VA	5
97595	Montes Lopez	Rozeli	Hazardous Materials Spec I	V4WG	1/20/2026	7/1/2026	Hazardous Materials Inspector	V4VA	3

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ATTACHMENT B

Employee ID Number	Last	First Name	Health Services Classification	Job Code	County Hire Date	New Anniversary Date	Fire District Classification	Fire Disctrict Job Code	Fire District Step Placement
80039	Pham	Hung	Supervising Hazardous Materials Specialist	VLHB	4/28/2014	7/1/2026	Hazardous Materials Captain	VLHC	7
78346	Melik-Abramians	Karine	Supervising Hazardous Materials Specialist	VLHB	2/1/2013	7/1/2026	Hazardous Materials Captain	VLHC	7
73148	Lewis	Devra	Supervising Hazardous Materials Specialist	VLHB	2/9/2008	7/1/2026	Hazardous Materials Captain	VLHC	7

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SIDE LETTER
BETWEEN
CONTRA COSTA COUNTY
AND
Teamsters, Local 856

This side letter is by and between Teamsters, Local 856 (“Union”) and the County of Contra Costa ("County") (herein after “the Parties”). This Side Letter is effective upon the Board of Supervisors’ approval of this Side Letter.

The Parties agree to amend Subsection 54.1 Attendant-LVN-Aide Unit, Attachment F – Special Pays for Per Diem Employees, and Subsection 49 – Temporary Employees of the Memorandum of Understanding (MOU) between the County and Teamsters, Local 856 (July 1, 2022 – June 30, 2026) as follows:

54.1 Attendant-LVN-Aide Unit.

[*Sections 54.1.A through J remain unchanged*.]

K. Contiguous Shifts. At the County's request, if an employee in this unit works on all or parts of two contiguous shifts (more than eight (8) continuous hours) which is outside the employees’ regular work schedule and the first eight (8) hours fall on one day and the additional hours fall on the following day, the employee shall be paid a differential of one-half (½) the employees base salary rate in addition to the employees’ base salary rate for the hours worked in excess of eight (8) hours. Employees in this unit working at the CCCRMC who, at the County's request work two contiguous shifts (sixteen (16) continuous hours) shall be provided a meal in the hospital cafeteria at no cost to the employee.

Employees in the Hospital Nursing Service and in the classifications of Sterile Processing and Distribution Techs (1ETB, ~~and~~ 1EWA, and 1EWB), who work a double shift ~~who work a double shift~~ shall receive twenty-five dollars ($25.00) in addition to all other compensation for each double shift worked. Employees who work from the beginning of their regularly scheduled shift to the conclusion of the next scheduled shift will be considered to have worked a double shift. If the second shift is not completed, the premium will be prorated. If the total hours worked, excluding lunch breaks, exceed sixteen (16) hours, additional prorated premium will be paid.

L. Continuing Education. Each regular full-time Licensed Vocational Nurse and Psychiatric Technician with one or more years of County service shall be entitled to forty (40) hours leave with pay each year to attend accredited continuing education courses, institutions, workshops, or classes. Full-time Surgical Technicians will be entitled to fourteen (14) hours per year for the same purpose. Written requests for such leave must be submitted in advance and may be approved by the appropriate

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supervisor only in the event such leave does not interfere with staffing. The leave is accumulated from year-to-year if; 1) it is applied for and denied, 2) it is applied for this year for a course next year, and 3) if it is applied for to anticipate taking a specific course of more than forty (40) hours duration. The maximum leave available in any fiscal year may not exceed twice what may be accrued in any one fiscal year. The leave hereinabove defined shall not apply to those courses or programs the nurse is required by the County to attend.

A Licensed Vocational Nurse or Psychiatric Technician assigned to the night shift who attends a continuing education course of eight (8) hours duration outside his/her scheduled work time, may receive educational leave pay for the actual course time and may be excused from the night shift immediately preceding or following the course attended.

An employee who attends a pre-approved course on a date for which he/she is not regularly scheduled to work or who completes a pre-approved home study course, will be granted CE time off for the number of hours equivalent of the CE units earned. Only Board of Registered Nurses Accredited Courses will be approved. Such time off must be scheduled in advance by mutual agreement between the employee and the supervisor.

Each full-time Registered Dental Assistant with one or more years of County service shall be entitled to four (4) days of paid continuing education leave every two (2) years.

Permanent part-time employees shall receive prorated CE leave in the same ratio of their position hours to full-time.

Each full-time Certified Nursing Assistant with one or more years of County service shall be entitled to forty-eight (48) hours of paid continuing education leave every two (2) years.

M. Charge Pay. A fully certified Licensed Vocational Nurse (VT7G, VT7L, and VT71) or Psychiatric Technician who, at the County's' request, is placed in charge of a ward for an eight (8) hour shift shall receive an additional five dollars ($5.00) per shift.

N. Hospital Call-In Procedures. The following procedures shall apply to employees in the classes of Licensed Vocational Nurse (VT7G, VT7L, and VT71), Psychiatric Technician, and Hospital Attendant employed at CCCRMC who become ill prior to a scheduled work shift and supersedes Section 14.4 of this MOU.

1. Employees in the Hospital Nursing Service are required to notify the Nursing Office at least two (2) hours prior to the commencement of the evening or night shift or one (1) hour prior to the day shift if they are calling in sick or requesting unplanned time off. Employees in the Ambulatory Care Nursing Service are required to call in at least one (1) hour prior to their scheduled shift

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and leave a message in voice mail. Notification shall include the reasons and possible duration of the absence.

2. Employees in the Hospital Nursing Service returning from sick leave or emergency leave of any kind must give two (2) hours prior notice unless it was clearly understood at the outset of the leave when the employee planned to return. In the Ambulatory Care Nursing Service, to the extent possible, employees should notify the Charge Nurse by 4:00 p.m. of the day preceding their anticipated return.

3. Employees in the Hospital Nursing Service calling in sick, asking for emergency time off or calling in to say they will be late, must call the Nursing Office directly and not their unit area to advise of their intentions.

4. Employees who do not give the required notice of their intent not to come to work as scheduled shall be coded as absent without pay for payroll purposes unless they provide a reason which is satisfactory to Nursing Administration. Infrequent absences with justification shall normally later be charged to sick leave.

Hospital Nursing Service or Ambulatory Care Nursing Service employees who are called in to work a shift for which they are not scheduled after that shift has begun shall receive payment for actual time worked plus one (1) hour and shall be paid a minimum of two (2) hours pay.

O. Appointment Salary. The County may hire new employees into classes in this bargaining unit at any step of the salary range for the particular class. Consideration shall be given to the qualifications of the appointee relative to current incumbents. The County shall advise the Union of any appointments made at a salary level higher than that of an incumbent with equal qualifications.

P. Low Census. Unanticipated declines in hospital patient census may result in the need to temporarily reduce staffing hours for periods of time not requiring formal layoff procedures. When this occurs, the Hospital Nursing Service shall use a variety of procedures to call off and reassign staff. Those procedures will generally emphasize the call off of volunteers first, and the retention of permanent employees.

Employees may voluntarily request accrued time off by calling the Staffing Office and asking to be placed on a standing Absent Day list to be used for voluntary call offs in future low census days.

The Staffing Office will seek voluntary call offs on a shift-to-shift basis.

Employees will be floated to available assignments in other units for which they are oriented or otherwise qualified.

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If necessary, as assessed on a daily basis, employees will be required to take Involuntary Call Off days on an equitable rotation. Order of Involuntary Call Off will normally be Registry, Per Diem, Temporary, Permanent-intermittent, Permanent Part Time and Permanent Full-time. The maximum number of Involuntary Call Off days per permanent employee will not exceed one shift per month or three (3) shifts per year. Permanent employees will be offered the option of using vacation or holiday accruals if the employee has the accruals available. Otherwise, the employee will be placed on AWOP.

LT, Overtime, Per Diem, or Registry Nurses will not be assigned to work on units for which an employee who is on Involuntary Call Off day is qualified to work. Involuntary Call Offs will be reasonably distributed among the various nursing classifications consistent with the staffing patterns for patient census and acuity needs.

Employees will be notified a minimum of two hours in advance of each shift for which an Involuntary Call Off day is assigned. In the event such notice is not given, the affected employee will receive a minimum of two (2) hours work at the employee's regular rate. Should the hospital make such a documented attempt to notify the employee of a cancellation of shift, but be unsuccessful in doing so, this pay provision will not apply. It is the responsibility of the employee to maintain a current telephone number with the Staffing Office. Failure to do so relieves the Hospital of the notification and pay obligations.

The same procedures will be used in the event of reduced patient visits in the Ambulatory Care Nursing Service. They will be applicable at all Clinics and Health Centers.

These procedures will apply in the hospital when the patient census falls below 120. This provision shall remain in effect for the duration of this MOU.

[*The remainder of Section 54.1 remains unchanged.*]

Attachment F – Special Pays for Per Diem Employees

All Units

Tye of Pay (Pay Code)	MOU Section
County Overtime (OPT)	Section 7.1
FLSA Overtime (OTF)	None
Shift Differential Pay at 5% (SH2)	Section 10

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Unit Specific

7. **Attendant-LVN-Aide Unit (Section 54.1)**

Type of Pay (Pay Code)	MOU Section	Applicable Job Title(s)	Applicable Assigned Org (Org #)
Charge Pay	54.1.M	Licensed Vocational Nurse Per Diem (VT7L)	Hospital Nursing Services, incl. Sterile Processing
5p.m. – 9p.m. Shift Pay 12% (SH3)	54.1.C.2	1. Certified Medical Assistant Per Diem (VTWE), 2. Certified Nursing Assistant Per Diem (VTWD), 3. Licensed Vocational Nurse Per Diem (VT7L), 4. Orthopedic Technician Per Diem (VT7K), 5. Registered Dental Assistant Per Diem (V9WK), 6. Sterile Processing and Distribution Tech Per Diem (1EWB), 7. Surgical Technologist Per Diem (VT7J)	Hospital Nursing Services, incl. Sterile Processing
11p.m. – 8a.m. Shift Pay 15% (SH4)	54.1.C.2	1. Certified Medical Assistant Per Diem (VTWE), 2. Certified Nursing Assistant Per Diem (VTWD), 3. Licensed Vocational Nurse Per Diem (VT7L), 4. Orthopedic Technician Per Diem (VT7K), 5. Registered Dental Assistant Per Diem (V9WK), 6. Sterile Processing and Distribution Tech Per Diem (1EWB),	Hospital Nursing Services, incl. Sterile Processing

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		7. Surgical Technologist Per Diem (VT7J)	
Double Shift Premium (SHC)	54.1.K	Sterile Processing and Distribution Tech Per Diem (1EWB)	
Hazard Pay (HZ2)	44	1. Certified Medical Assistant Per Diem (VTWE), 2. Certified Nursing Assistant Per Diem (VTWD), 3. Licensed Vocational Nurse Per Diem (VT7L), 4. Orthopedic Technician Per Diem (VT7K), 5. Registered Dental Assistant Per Diem (V9WK), 6. Sterile Processing and Distribution Tech Per Diem (1EWB), 7. Surgical Technologist Per Diem (VT7J)	1. Conservatorship (0451) 2. Inmate Library Services (2490) 3. Detention Transportation (2575) 4. County Parole Program (2577) 5. Martinez Detention (2578) 6. West County Detention (2580) 7. Marsh Creek Detention (2585) 8. AB109 Program (2588) 9. Martinez Detention Infirmary (5700) 10. West County Detention Infirmary (5701) 11. Juvenile Hall Nursing (5702) 12. Detention Mental Health Martinez (5710) 13. Detention Mental Health West County (5711) 14. Youth Mental Health (5951) 15. West County Adult Mental Health (5974) 16. Psychiatric Unit (6313) 17. Psychiatric Emergency (6381) 18. Emergency (6383) 19. Hospital Admission Martinez (6553) 20. Outpatient Registration (6570)

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2. General Services and Maintenance Unit (Section 54.2)

Type of Pay (Pay Code)	MOU Section	Applicable Job Title(s)	Applicable Assigned Org (Org #)
Hazard Pay (HZ2)	44		1. Conservatorship (0451) 2. Inmate Library Services (2490) 3. Detention Transportation (2575) 4. County Parole Program (2577) 5. Martinez Detention (2578) 6. West County Detention (2580) 7. Marsh Creek Detention (2585) 8. AB109 Program (2588) 9. Martinez Detention Infirmary (5700) 10. West County Detention Infirmary (5701) 11. Juvenile Hall Nursing (5702) 12. Detention Mental Health Martinez (5710) 13. Detention Mental Health West County (5711) 14. Youth Mental Health (5951) 15. West County Adult Mental Health (5974) 16. Psychiatric Unit (6313) 17. Psychiatric Emergency (6381) 18. Emergency (6383) 19. Hospital Admission Martinez (6553) 20. Outpatient Registration (6570)

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3. Health Services Unit (Section 54.3)

Type of Pay (Pay Code)	MOU Section	Applicable Job Title(s)	Assigned Org (Org #)
Shift Differential Pay at 10% (SNS)	54.3.G.4	1. Respiratory Care Practitioner – Per Diem (VIVB) 2. Lab Tech II – Per Diem (VJVC) 3. Substance Abuse Counselor – Per Diem (VHV3)	
~~Cardio Pulmonary On Call (N17)~~	~~54.3.G.3~~	~~1. Respiratory Care Practitioner (VIVB)~~ ~~2. Cardiac Ultrasonographer (V8VH)~~	
Clinical Lab Charge Pay (D43)	54.3.B	Clinical Lab Scientist II Per Diem (VJVB)	
~~On Call (N15)~~	~~9~~ ~~54.3.H.1~~	~~1. Diagnostic Imaging Technologist III-A (V8NA), III-B (V8NB)~~ ~~2. Ultrasound Technologist II (V8TB)~~	
~~Call Back (N35)~~	~~8~~ ~~54.3.H.1~~	~~1. Respiratory Care Practitioner (VIVB)~~ ~~2. Cardiac Ultrasonographer (V8VH)~~ ~~3. Ultrasound Technologist II (V8TB)~~ ~~4. Diagnostic Imaging Technologist III-A (V8NA), III-B (V8NB)~~	
Hazard Pay (HZ2)		1. Substance Abuse Counselor Per Diem (VHVE) 2. Laboratory Tech II – Per Diem (VJVC) 3. Diagnostic Imaging Technologist III-A – Per Diem (V8NC), III-B – Per Diem (V8ND)	1. Conservatorship (0451) 2. Inmate Library Services (2490) 3. Detention Transportation (2575) 4. County Parole Program (2577) 5. Martinez Detention (2578) 6. West County Detention (2580) 7. Marsh Creek Detention (2585) 8. AB109 Program (2588) 9. Martinez Detention Infirmary (5700) 10. West County Detention Infirmary (5701) 11. Juvenile Hall Nursing (5702) 12. Detention Mental Health Martinez (5710) 13. Detention Mental Health West County (5711)

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			14. Youth Mental Health (5951) 15. West County Adult Mental Health (5974) 16. Psychiatric Unit (6313) 17. Psychiatric Emergency (6381) 18. Emergency (6383) 19. Hospital Admission Martinez (6553) 20. Outpatient Registration (6570)

SECTION 49 – TEMPORARY EMPLOYEES

[*Subsections 49.1 – 49.3 remain unchanged.*]

49.4 Paid Time Off.

A. Temporary employees shall begin accumulating a record of straight time hours worked.

B. ~~Based upon the accumulation of straight time hours recorded (paragraph 49.4.A above), effective the first of the month following completion of each 2080 straight time hours worked, the temporary employee shall be~~ Following ninety (90) days of employment, employees will be credited with forty (40) hours of "paid time off". Forty (40) hours paid time off credit is the maximum amount an employee may have at any time. Thereafter, at the beginning of each calendar year (January 1), employees will be credited with forty hours of PTO to be used over the next twelve (12) months.

C. Use. Paid time off (PTO) shall not be taken until "credited" (paragraph 49.4.B above) after ~~completion of 2080 straight time hours worked~~ the 90th day of employment. PTO shall be taken by an employee only with the approval of his/her supervisor.

D. Paid off at Separation. If a temporary employee terminates his/her County employment (separates from County service), the employee shall be paid all currently "credited" PTO hours (paragraph 49.4.B above) and, in addition, shall be paid off for that portion of PTO hours earned but not yet credited on the basis of that portion of the 2080 straight time hours worked (STHW) cumulation. The formula for the earned but not credited payoff is: STHW divided by 2080 multiplied by 40 multiplied by the current hourly pay rate at separation.

[*Subsections 49.5 – 49.6 remain unchanged.*]

This Side Letter will remain in effect for the term of the current MOU between the Parties (July 1, 2022 – June 30, 2026). The terms of this Side Letter will be incorporated into the successor MOU unless otherwise negotiated by the Parties. All other terms and conditions of the current MOU between the Parties remain unchanged by this Side Letter.

Date: 5/12/2026

Contra Costa County:
(*Signature/Printed Name*)

Signed by:
Dora Regalado
462790CE4B524DD...
Dora Regalado

Signed by:
Harmandeep Madra
3EAB739EA264447...
Harmandeep Madra

DocuSigned by:
RebeccaCox
695AD9D188D6407...
Rebecca Cox

_____/_____

Teamsters, Local 856:
(*Signature/Printed Name*)

Signed by:
Mark Jones
D4648C56CB8B4A1...
Mark Jones

_____/_____

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