

**AMENDMENT NO. 2 TO CONSULTING SERVICES AGREEMENT**

*(To be used only for Architectural, Engineering or Land Surveying Services.)*

1. Identification of Agreement to be Amended.

- (a) Effective Date of Agreement: November 1, 2020
- (b) Agency: Public Works - Airports Division
- (c) Subject: On-Call Airport Engineering, Design/Architectural and Planning

2. Parties. Agency, and the following named Consultant, mutually agree and promise as follows:

- (a) Consultant's Name & Address: Mead & Hunt, Inc.  
1360 19<sup>th</sup> Hole Drive, Ste. 200  
Windsor, CA 95492  
Attn: Jeff Leonard

- (b) Type of Business Entity: Corporation

(e.g., individual, corporation, sole proprietorship, partnership, limited liability company)

If corporation, identify state of incorporation: California

3. Project Name, Number, & Location. On-Call Airport Engineering, Design/Architectural and Planning

4. Amendment Date. The effective date of this Amendment to Consulting Services Agreement is 09/01/2025.

5. Amendment Specifications. The Agreement identified above is hereby amended as set forth in the Amendment Specifications attached hereto and incorporated by reference.

6. Signatures. The signatures set forth below attest the parties' agreement hereto:

**CONSULTANT**

<u><b>SIGNATURE A</b></u>	<u><b>SIGNATURE B</b></u>
Consultant's Name:  Mead & Hunt, a Corporation	
By _____  (Signature of individual or officer)	By _____  (Signature of individual or officer)
_____  (Print name and title, if applicable)	_____  (Print name and title, if applicable)

**Note to Consultant:** If Consultant is a corporation, the Amendment to Consulting Services Agreement must be signed by two officers. The first signature (Signature A) must be that of the chairman of the board, president, or vice-president; the second signature (Signature B) must be that of the secretary, assistant secretary, chief financial officer, or assistant treasurer. (Civil Code Section 1190 and Corporations Code Section 313.) The acknowledgment below must be signed by a Notary Public.

## **ACKNOWLEDGMENT**

A notary public or other officer completing this certificate verifies only the identity of the individual who signed the document to which this certificate is attached, and not the truthfulness, accuracy, or validity of that document.

STATE OF CALIFORNIA )  
 )  
COUNTY OF \_\_\_\_\_ )

On \_\_\_\_\_ (Date),  
before me, \_\_\_\_\_ (Name and Title of Officer),  
personally appeared, \_\_\_\_\_,

who proved to me on the basis of satisfactory evidence to be the person(s) whose name(s) is/are subscribed to the within instrument and acknowledged to me that he/she/they executed the same in his/her/their authorized capacity(ies), and that by his/her/their signature(s) on the instrument the person(s), or the entity upon behalf of which the person(s) acted, executed the instrument.

I certify under PENALTY OF PERJURY under the laws of the State of California that the foregoing paragraph is true and correct.

WITNESS MY HAND AND OFFICIAL SEAL

Signature of Notary Public

**AGENCY**

- (a) **If Amendment is approved by Agency's governing body (required if total Payment Limit of original Agreement and Amendment exceeds \$100,000, or if original Agreement was approved by Agency's governing body):**

AGENCY,  By _____ Board Chair/Designee	ATTEST: Clerk of the Board of Supervisors  By _____ Deputy
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- (b) **If Amendment is approved by County Purchasing Agent:**

AGENCY,  By _____ County Purchasing Agent or Designee
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**APPROVALS**

RECOMMENDED BY DEPARTMENT

By \_\_\_\_\_  
Designee

FORM APPROVED BY COUNTY COUNSEL

By \_\_\_\_\_  
Deputy County Counsel

APPROVED: COUNTY ADMINISTRATOR

By \_\_\_\_\_  
Designee

### **AMENDMENT SPECIFICATIONS**

In consideration for Mead and Hunt, Inc., to provide ongoing airport related professional design, engineering and architectural services the contract is being extended to June 30, 2026, as the Contractor will need additional time to complete Task Orders that have already been initiated. Further, as the contract is being extended the rate sheet in Attachment 1 to Appendix B from 2024 will be updated with the attached rate sheet.

**MEAD & HUNT, Inc.**  
**Standard Billing Rate Schedule for Contra Costa County**  
**Effective Fiscal Year 2026 (2025-2026)**

Attachment 1

**Standard Billing Rates**

• Clerical .....	\$88.00 / hour
• Technical Editor .....	\$123.00 / hour
• Accounting, Administrative Assistant .....	\$133.00 / hour
• Technician I, Technical Writer .....	\$109.00 / hour
• Technician II, Surveyor - Instrument Person .....	\$148.00 / hour
• Technician III .....	\$171.00 / hour
• Technician IV .....	\$181.00 / hour
• Senior Technician .....	\$208.00 / hour
• Engineer I, Scientist I, Architect I, Interior Designer I, Planner I .....	\$145.00 / hour
• Engineer II, Scientist II, Architect II, Interior Designer II, Planner II.....	\$160.00 / hour
• Engineer III, Scientist III, Architect III, Interior Designer III, Planner III .....	\$211.00 / hour
• Construction Resident Project Representative (RPR) .....	\$152.00 / hour
• Senior Engineer, Senior Scientist, Senior Architect, Senior Interior Designer, Senior Planner, Construction Manager .....	\$250.00 / hour
• Project Engineer, Project Scientist, Project Architect, Project Interior Designer, Project Planner ....	\$274.00 / hour
• Senior Project Engineer, Senior Project Scientist, Senior Project Architect, Senior Project Interior Designer Senior Project Planner .....	\$290.00 / hour
• Senior Associate, Principal, Senior Client / Project Manager .....	\$356.00 / hour

**Expenses**

- Geographic Information or GPS Systems ..... \$100.00 / day
- Out-Of-Pocket Direct Job Expenses ..... cost plus 15%  
Such as reproductions, sub-consultants / contractors, etc.

**Travel Expense**

- Company or Personal Car Mileage..... \$ IRS rate / mile\*  
\* Rates will be charged at Current IRS rate <https://www.irs.gov/tax-professionals/standard-mileage-rates>
- Air and Surface Transportation..... cost plus 15%.
- Lodging and Sustenance ..... cost plus 15%

**Billing and Payment**

- Travel time is charged for work required to be performed out-of-office. A minimum of two hours will be billed for any work out-of-office.
- Invoicing is on a monthly basis for work performed. Payment for services is due within 30 days from the date of the invoice. An interest charge of 1.5% per month is made on the unpaid balance starting 30 days after the date of invoice.

This schedule of billing rates is effective September 1, 2025, and will remain in effect until December 31, 2026, unless unforeseen increases in operational costs are encountered. We reserve the right to change rates to reflect such increases.