

**AGREEMENT NO. \_\_-\_\_**  
(Agreement for County Surveyor Services)

THIS AGREEMENT (“Agreement”) is made and entered into this 10th day of February, 2026, by and between the County of Yolo, a political subdivision of the State of California (“County”) and Psomas, a California corporation (“Contractor”).

**W I T N E S S E T H**

**WHEREAS**, the County is authorized by Government Code Section 23004 to make contracts as necessary for the exercise of its powers; and

**WHEREAS**, the County is authorized by Government Code Section 31000 to contract with persons specially trained, experienced, expert and competent to perform special services such as professional survey services; and

**WHEREAS**, the Board of Supervisors is authorized by Yolo County Code Section 2-5.501 to appoint and set the compensation for the County Surveyor; and

**WHEREAS**, the County circulated and distributed a request for proposals (“RFP”) to obtain professional survey services, an excerpt of which is attached as Exhibit A; and

**WHEREAS**, the Contractor submitted a proposal to provide services at agreed upon costs and under the conditions described in the RFP, an excerpt of which is attached as Exhibit B; and

**WHEREAS**, Contractor has represented and warrants to the County that it has the necessary training, experience, expertise and competency to provide the services, goods and materials that are described in this Agreement, at a cost to the County as herein specified; that it will be able to perform the herein described services at minimum cost to the County by virtue of its current and specialized knowledge of relevant data, issues, and conditions; and that it will do so in a manner consistent with and furthering of the Values of Yolo County, a copy of which is hereto attached as Exhibit D; and

**WHEREAS**, Contractor represents and warrants that neither Contractor, nor any of its officers, agents, employees, contractors, subcontractors, volunteers, or five percent owners, is excluded or debarred from participating in or being paid for participation in any Federal or State program; and

**WHEREAS**, Contractor further represents and warrants that no conditions or events now exist which give rise to Contractor or any of its officers, agents, employees, contractors, subcontractors, volunteers or five percent owners being excluded or debarred from any Federal or State program; and

**WHEREAS**, Contractor understands that the County is relying upon these representations in entering into this Agreement.

**NOW, THEREFORE**, the County and the Contractor agree as follows:

**I. BASIC SERVICES**

**A.** Contractor shall furnish and perform the following services in accordance with Exhibits A-B, and in a manner satisfactory to the Director of Public Works or his/her written designee (“Director”): Provide County Surveyor services and other survey service as requested by the Director. These services include the following tasks:

Task 1: Review of Full Cost Recovery Record of Surveys and Other Maps

Task 2: Review of Flat Rate Records of Survey

Task 3: Review of Corner Records, Certificates of Corrections, Lot Line Adjustments or Other documents

Task 4: Additional Surveyor Services

Subtotal for Tasks 1 - 4 not to exceed amount of \$425,000

All work will be performed based on Work Proposals (task orders) developed for specific projects and on a time and materials, not-to-exceed basis. Prior to the commencement of any work, the Director shall request services from Contractor in writing and provide a detailed description of the requested services. Following receipt of the request, Contractor shall prepare a detailed Work Proposal Form (WPF) containing a cost estimate of the specific services requested, including all necessary sub-tasks, and an estimated completion date (see Exhibit D). The Director shall meet with the Contractor to establish the maximum fee, including expenses, for the specific services, and to establish the completion date. The maximum fee shall be based upon the method set forth in Paragraph III, Section A of this Agreement, and shall include all expenses. Both parties shall agree in writing to the maximum fee and completion date shown in the WPF. After agreement has been reached on the negotiable items and total cost; the finalized WPF shall be signed by both the Director and Contractor. A WPF is of no force or effect until executed by the Director. No expenditures are authorized on a project and work shall commence until a Work Proposal for that project has been fully executed by the Director and Contractor. If the parties do not agree on a maximum fee, the County reserves the right to enter into an agreement with another party to provide the requested services.

**B.** More specifically, the Contractor shall provide the full range of services with regard to the project described above, with the focus on: Exhibits A and B. Contractor will provide all facilities, equipment, personnel, labor and materials necessary to provide the foregoing services in accordance with this Agreement.

**C.** The complete Agreement shall include the following Exhibits attached hereto and incorporated herein:

Exhibit A  
Exhibit B

RFP Excerpt  
Proposal Excerpt

Exhibit C

Approved Contractor's Cost  
Proposal and Schedule of  
Rates

Exhibit D

Work Proposal Form

In the event of any conflict between any of the provisions of this Agreement (including Exhibits), the provision that requires the highest level of performance from Contractor for the County's benefit shall prevail.

**D.** The Director may approve modifications of the term, scheduling, billing rates, and allocation of funds between the tasks and subtasks (if any) set forth above, provided that there is no increase in the total compensation as set forth in Paragraph III of this Agreement.

## **II. ADDITIONAL SERVICES**

The following services, insofar as they do not fall within the scope of the basic services required of Contractor under Paragraph I hereinabove and cause the Contractor extra expenses, and if authorized in advance in writing on a WPF signed by the Director, shall also be provided by Contractor:

**A.** Additional services, which could not be reasonably anticipated by Contractor or County, as determined by the Director, but which are necessary to the proper provision of the services set forth in Article I above, may be provided by Contractor; if authorized on a WPF signed in advance by the Director.

**B.** Additional work that is directly related to the services set forth in Paragraph I above and requested in writing by the Director.

## **III. COMPENSATION AND REIMBURSEMENT OF EXPENSES**

**A.** For the services described in Paragraphs I and II, above, and subject to the condition that the services have been completed in a manner satisfactory to the Director or his/her designee, Contractor shall be compensated for each item of work or service shown on an approved WPF in accordance with the hourly rates in Exhibit C. The total amount paid by County to Contractor shall not exceed \$425,000 during the term of this Agreement.

**B.** In the determination of hourly fees, time allotments shall be calculated to one-tenth of an hour. Contractor shall not be entitled to reimbursement for any expenses except as specifically set forth in Exhibit C hereto, following the presentation of paid invoices (for services obtained from outside vendors or suppliers).

**C.** Starting one year from approval of this agreement, and annually thereafter during each subsequent year of the term, the hourly rates shown in the Exhibit C may be adjusted

to reflect actual increases in labor costs, as may be agreed to in writing by the Director. In no case shall the hourly rates increase by more than the percent change in the National Deflator Index for State and Local Purchases as reported by the California Department of Finance for the previous calendar year, or four percent (4.0%) in any given calendar year, whichever is less. The Consultant may request such annual adjustment by one month prior to the anniversary of agreement approval, and shall provide payroll records to the County along with any request made for hourly rate adjustments, to demonstrate that labor costs have increased by the proposed adjustment.

#### **IV. METHOD OF PAYMENT**

**A.** Within thirty (30) days of the completion of each WPF authorized pursuant to Paragraph I in a manner that is satisfactory to the Director, the Contractor shall submit an invoice detailing the services provided, the person(s) providing the service, the amount of time spent by each person providing the service calculated to the one-tenth of an hour, the rate per hour charged for each person providing service, and an itemization of the actual expenses for which reimbursement is requested together with paid invoices, where appropriate. Any claim for additional services pursuant to Paragraph II shall also include a copy of the Director's written approval in advance of such services being provided. If requested by the County, Contractor shall provide any further documentation to verify the compensation and reimbursement sought by Contractor.

**B.** Within fifteen (15) calendar days of the receipt of Contractor's detailed invoice, the Director shall either authorize payment or advise Contractor in writing of any concerns that the Director has with the invoice and any need for further documentation.

**C.** Within thirty (30) calendar days of the Director's authorization for payment of an invoice, the County Auditor-Controller shall either issue the payment or advise Contractor in writing of any concerns that the County Auditor-Controller has with the request and any need for further documentation.

**D.** Notwithstanding anything to the contrary in this Agreement, an amount equal to five (5%) of each monthly invoice submitted by Contractor shall be withheld until completion of the project to the satisfaction of the Director. Upon such completion, and if Contractor is otherwise in full compliance with the terms of this Agreement, the County shall promptly remit all withheld monies to Contractor.

#### **V. REPORTS**

**A.** Contractor shall provide such reports as are required elsewhere by this Agreement, and such additional information and reports relating to the services otherwise required by this Agreement as are reasonably requested by the Director, as the times and in the manner specified by this Agreement, or by the Director if not so specified. Any other provision of this Agreement notwithstanding, should Contractor fail to provide any report required by this Agreement in a timely manner and as otherwise set forth in this Agreement, County may withhold any payments otherwise due Contractor pursuant to this Agreement, and any

other agreement between Contractor and County, until such report is properly submitted as determined by the Director.

**B.** County shall provide Contractor with all information pertinent to the services required of Contractor by this Agreement which is requested by Contractor and which is within County's possession. No charge will be made for these materials.

## **VI. OWNERSHIP OF DOCUMENTS AND WORK PRODUCTS**

All professional and technical documents and information developed under this Agreement, and all work products, including writings, work sheets, reports, and related data, materials, copyrights and all other rights and interests therein, shall become the property of the County, and Contractor agrees to deliver and assign the foregoing to the County, upon completion of the services hereunder or upon any earlier termination of this Agreement. Contractor assigns the work products, as and when the same shall arise, for the full terms of protection available throughout the world. In addition, basic data prepared or obtained under this Agreement shall be made available to the County without restriction or limitation on their use.

No additional charge will be made for any of the foregoing.

## **VII. RECORDS; ACCESS, RETENTION**

Contractor shall retain and make available for review by the County and its designees all records, documents, and general correspondence relating to this Agreement and the services required hereunder for a period of not less than five (5) years after receipt of final payment or until all pending audits and proceedings are completed, whichever is later. Contractor shall make such records available for inspection and copying by the County and its designees at any reasonable time. At least thirty (30) calendar days prior to any destruction of these records following the four years, Contractor shall notify the Director. Upon such notification, the Director shall either agree to the destruction or authorize the records to be forwarded to the County for further retention.

## **VIII. DISPUTES**

Any dispute arising under this Agreement shall be decided by the County Administrative Officer who shall put his or her decision in writing and mail a copy thereof to the address for the notice to Contractor. The decision of the County Administrative Officer shall be final unless, within thirty (30) days from the date such copy is mailed to Contractor, Contractor appeals the decision in writing to the County Board of Supervisors. Any such written appeal shall detail the reasons for the appeal and contain copies of all documentation supporting Contractor's position. In connection with any appeal proceeding under this paragraph, Contractor shall be afforded the opportunity to be heard and offer evidence in support of its appeal to the County Board of Supervisors at a regular Board meeting. Pending a final decision of the dispute, Contractor shall proceed diligently with the performance of this Agreement and in accordance with the County Administrative Officer's decision. The decision of the County Board of Supervisors on the appeal shall be final for purposes of exhaustion of administrative remedies.

## **IX. TERM AND TERMINATION**

**A.** The term of this Agreement shall be from February 17, 2026 through February 16, 2029 unless sooner terminated as hereinafter provided. The Director may approve up to two one-year extensions of this Agreement, subject to the not to exceed cap in Paragraph III.A. of this Agreement.

**B.** Should either party fail to substantially perform its obligations in accordance with this Agreement, the other party may notify the defaulting party of such default in writing and provide not less than thirty (30) days to cure the default. Such notice shall describe the default, and shall not be deemed a forfeiture or termination of this Agreement. If such default is not cured within said thirty day period (or such longer period as is specified in the notice or agreed to by the parties), the party that gave notice of default may terminate this Agreement upon not less than fifteen (15) days advance written notice. In the event of such termination based upon Contractor default, the County reserves the right to purchase or obtain the supplies or services elsewhere, and Contractor shall be liable for the difference between the prices set forth herein and the actual cost thereof to the County. The foregoing notwithstanding, neither party waives the right to recover damages against the other for breach of this Agreement.

**C.** This Agreement is subject to the County, the State of California and the United States appropriating and approving sufficient funds for the activities required of the Contractor pursuant to this Agreement. If the County's adopted budget and/or its receipts from the State of California and the United States do not contain sufficient funds for this Agreement, the County may terminate this Agreement by giving ten (10) days advance written notice thereof to the Contractor, in which event the County shall have no obligation to pay the Contractor any further funds or provide other consideration and the Contractor shall have no obligation to provide any further services pursuant this Agreement. If the County terminates the Agreement pursuant to this subparagraph, the County will pay Contractor in accordance with this Agreement for all services performed to the satisfaction of the Director before such termination and for which funds have appropriated as required by law.

**D.** This Agreement may be terminated in the sole discretion of either party at any time during its term, by giving 30 days' written notice to the other party.

**E.** If Contractor, or any of its officers, agents, employees, contractors, subcontractors, volunteers or five percent owners, becomes excluded, debarred or suspended from participation in Federally or State funded programs, the County may terminate this Agreement by giving ten (10) days advance written notice thereof to the Contractor.

**F.** Upon termination of this Agreement or suspension of work by either County or Contractor, Contractor shall furnish to County all documents and drawings prepared under this Agreement, whether complete or incomplete. In the event of termination for any

reason, reproducible copies of all finished or unfinished documents, drawings, maps, models, photographs, and reports prepared by Contractor shall become the sole and exclusive property of Yolo County and Contractor shall be entitled to receive compensation for any work completed on such documents and other materials determined by the Director to be of satisfactory quality and within the terms and conditions of this Agreement. All creative work undertaken by Contractor such as sketches, copy, dummies and all preparatory work for which Contractor is not compensated by the County shall remain the sole and exclusive property of the Contractor.

**G.** During and following the term of this Agreement, Contractor shall not use, distribute or otherwise circulate any of the materials developed pursuant to this Agreement and for which Contractor was compensated by the County without the express written permission of the Director unless required to produce pursuant to legal process.

## **X. APPLICABLE LAWS**

**A.** In the performance of the services required by this Agreement, Contractor shall comply with all applicable Federal, State, and County statutes, ordinances, regulations, directives and laws. This Agreement is also subject to any additional restrictions or conditions that may be imposed upon the County by the Federal or State government.

**B.** This Agreement shall be deemed to be executed within the State of California and construed in accordance with and governed by the laws of the State of California. Any action or proceeding arising out of this Agreement shall be filed and resolved in a California State court located in Woodland, California. Contractor waives any removal rights it might have under State or Federal law.

## **XI. NON-DISCRIMINATION IN EMPLOYMENT, SERVICES, AND BENEFITS**

During the performance of this Agreement, Contractor and its subcontractors shall comply with all applicable Federal, State and County anti-discrimination laws and regulations and shall not unlawfully discriminate, harass, or allow harassment against any employee or applicant for employment or in providing services pursuant to this Agreement because of an individual's sex (gender), sexual orientation, race, color, ancestry, religion, creed, national origin (including language use restriction), pregnancy, physical disability (including HIV and AIDS), mental disability, medical condition (cancer/genetic characteristics), age (over 40), marital/domestic partner status, gender identity, and denial of medical and family care leave or pregnancy disability leave. Contractor and its subcontractors shall ensure that the evaluation and treatment of their employees and applicants for employment are free from such discrimination and harassment.

## **XII. CONTRACTOR'S RESPONSIBILITIES; INDEMNIFICATION**

**A.** Contractor shall exercise all the care and judgment consistent with good practices and that degree of care and skill ordinarily exercised by the reputable members of

its profession providing the same or similar services in the performance of the services required by this Agreement.

- B.** With the exception that this section shall in no event be construed to require indemnification by Contractor to a greater extent than permitted under the public policy of the State of California, Contractor shall indemnify, defend and hold harmless the County of Yolo, officers, agents, employees and volunteers from and against any and all claims, damages, demands, losses, defense costs, expenses (including reasonable attorney fees) and liability of any kind or nature arising out of or resulting from performance of the work, provided that any such claim, damage, demand, loss, cost, expense or liability is caused in whole or in part by any negligent or intentional act or omission of the contractor, any subcontractor, anyone directly or indirectly employed by any of them or anyone for whose acts any of them may be liable, regardless of whether or not it is caused in part by a party indemnified hereunder.
- C.** If Contractor's obligation to defend, indemnify, and/or hold harmless arises out of Contractor's performance of "design professional" services (as that term is defined under Civil Code section 2782.8), then, and only to the extent required by Civil Code section 2782.8, which is fully incorporated herein, Contractor's indemnification obligation shall be limited to claims that arise out of, pertain to, or relate to the negligence, recklessness, or willful misconduct of the Contractor, and, upon Contractor obtaining a final adjudication by a court of competent jurisdiction, Contractor's liability for such claim, including the cost to defend, shall not exceed the Contractor's proportionate percentage of fault. This subsection (b) shall not apply if project-specific general liability policy insures all project participants for general liability exposures on a primary basis and also covers all design professionals for their legal liability arising out of their professional services on a primary basis
- D.** Subcontractors must agree to be bound to Contractor and County in the same manner and to the same extent as Contractor is bound to County under this Agreement. Subcontractor further agrees to include the same requirements and provisions of this Agreement, including the indemnity and insurance requirements, with any Sub-subcontractor to the extent they apply to the scope of the Sub- subcontractor's work. A copy of County's Indemnity and Insurance provisions will be furnished to the Subcontractor upon request.
- E.** Contractor and/or Subcontractor's responsibility for such defense and indemnity obligations shall survive the termination or completion of this Agreement for the full period of time allowed by law. The defense and indemnification obligations of this Agreement are undertaken in addition to, and shall not in any way be limited by, the insurance obligations contained in this Agreement. In providing any defense under this section, Contractor shall use counsel reasonably acceptable to the County Counsel, which shall not be unreasonably withheld.

**F. Prevailing Wage.** Contractor is aware of the requirements of Labor Code sections 1720 et seq. and 1770 et seq., as well as California Code of Regulations, Title 8, Section 16000 et seq. (“Prevailing Wage Laws”), which require the payment of prevailing wage rates and the performance of other requirements on certain “public works” and “maintenance” projects. To the extent a WFB requests that Contractor perform survey services for an applicable “public works” or “maintenance” project, including land surveying work performed during the design, site assessment, feasibility study, or other preconstruction phases of a construction project, as defined by the Prevailing Wage Laws, Contractor agrees to fully comply with such Prevailing Wage Laws. For purposes of clarity, annual aerial mapping services (described in Task 1 in Exhibit A hereto) are not related to construction and County has concluded the Task 1 survey services are not subject to the Prevailing Wage Laws. Contractor shall make copies of the prevailing rates of per diem wages for each craft, classification, or type of worker needed to perform work on the project available to interested parties upon request and shall post copies at the Contractor’s principal place of business and at the project site, including a schedule showing all determined general prevailing wage rates and all authorized deductions, if any, from unpaid wages actually earned. It shall be Consultant’s sole responsibility to comply with all applicable registration and labor compliance requirements that may apply under the Prevailing Wage Laws, including Labor Code Sections 1725.5, 1771.1. Contractor shall defend, indemnify and hold the County, its officials, officers, employees and authorized volunteers free and harmless from any claims, liabilities, costs, penalties or interest arising out of any failure or alleged failure to comply with the Prevailing Wage Laws.

### **XIII. PUBLIC LIABILITY AND PROPERTY DAMAGE INSURANCE**

**A.** During the term of this Agreement, Contractor shall at all times maintain, at its expense, the following coverages and requirements. The commercial general liability insurance shall include broad form property damage insurance.

1. Minimum Coverages (as applicable). Insurance coverage shall be with limits not less than the following:
  - a. **Commercial General Liability** – \$2,000,000/occurrence and \$4,000,000/aggregate
  - b. **Automobile Liability** – \$1,000,000/occurrence (general) and \$500,000/occurrence (property) (include coverage for Hired and Non-owned vehicles)
  - c. **Professional Liability/Malpractice/Errors and Omissions** – \$2,000,000/claim and \$2,000,000/aggregate (If any engineer, architect, attorney, accountant, medical professional, psychologist, or other licensed professional performs work under a contract, the contractor must provide this insurance. If not, then this requirement automatically does not apply.)
  - d. **Workers’ Compensation** – Statutory Limits/**Employers’ Liability** - \$1,000,000/accident for bodily injury or disease (If no employees, this requirement automatically does not apply.)

2. The County, its officers, agents, employees and volunteers shall be named as additional insured on all but the workers' compensation and professional liability coverages. [NOTE: Evidence of additional insured may be needed as a separate endorsement due to wording on the certificate negating any additional writing in the description box.] It shall be a requirement under this agreement that any available insurance proceeds broader than or in excess of the specified minimum Insurance coverage requirements and/or limits shall be available to the Additional Insured. Furthermore, the requirements for coverage and limits shall be (1) the minimum coverage and limits specified in this Agreement; or (2) the broader coverage and maximum limits of coverage of any Insurance policy or proceeds available to the named Insured; whichever is greater.

a. The Additional Insured coverage under the Contractor's policy shall be "primary and non-contributory" and will not seek contribution from the County's insurance or self insurance and shall be at least as broad as CG 20 01 04 13.

b. The limits of Insurance required in this agreement may be satisfied by a combination of primary and umbrella or excess Insurance. Any umbrella or excess Insurance shall contain or be endorsed to contain a provision that such coverage shall also apply on a primary and non contributory basis for the benefit of the County of Yolo (if agreed to in a written contract or agreement) before the County's own Insurance or self insurance shall be called upon to protect it as a named insured.

3. Said policies shall remain in force through the life of this Agreement and, with the exception of professional liability coverage, shall be payable on a "per occurrence" basis unless the County Risk Manager specifically consents in writing to a "claims made" basis. For all "claims made" coverage, in the event that the Contractor changes insurance carriers Contractor shall purchase "tail" coverage covering the term of this Agreement and not less than three years thereafter. Proof of such "tail" coverage shall be required at any time that the Contractor changes to a new carrier prior to receipt of any payments due.

4. The Contractor shall declare all aggregate limits on the coverage before commencing performance of this Agreement, and the County's Risk Manager reserves the right to require higher aggregate limits to ensure that the coverage limits required for this Agreement as set forth above are available throughout the performance of this Agreement.

5. Any deductibles or self-insured retentions must be declared to and are subject to the approval of the County Risk Manager. All self-insured retentions (SIR) must be disclosed to Risk Management for approval and shall not reduce the limits of liability. Policies containing any SIR provision shall provide or be endorsed to provide that the SIR may be satisfied either by the named Insured or Yolo County.

6. Each insurance policy shall be endorsed to state that coverage shall not be, canceled by either party, except after thirty (30) days' prior written notice by first-class mail, , has been given to the Director (ten (10) days for delinquent insurance premium payments).

7. Insurance is to be placed with insurers with a current A.M. Best's rating of no less than A:VII, unless otherwise approved by the County Risk Manager.

8. The policies shall cover all activities of Contractor, its officers, employees, agents and volunteers arising out of or in connection with this Agreement.

9. For any claims relating to this Agreement, the Contractor's insurance coverage shall be primary, including as respects the County, its officers, agents, employees and volunteers. Any insurance maintained by the County shall apply in excess of, and not contribute with, insurance provided by Contractor's liability insurance policy.

10. The Contractor shall waive all rights of subrogation against the County, its officers, employees, agents and volunteers.

**B.** Prior to commencing services pursuant to this Agreement, Contractor shall furnish the County with original endorsements reflecting coverage required by this Agreement. The endorsements are to be signed by a person authorized by that insurer to bind coverage on its behalf. All endorsements are to be received by, and are subject to the approval of, the County Risk Manager before work commences. Upon County's request, Contractor shall provide complete, certified copies of all required insurance policies, including endorsements reflecting the coverage required by these specifications.

**C.** During the term of this Agreement, Contractor shall furnish the County with original endorsements reflecting renewals, changes in insurance companies and any other documents reflecting the maintenance of the required coverage throughout the entire term of this Agreement. The endorsements are to be signed by a person authorized by that insurer to bind coverage on its behalf. Upon County's request, Contractor shall provide complete, certified copies of all required insurance

policies, including endorsements reflecting the coverage required by these specifications. Yolo County reserves the right to obtain a full certified copy of any Insurance policy and endorsements. Failure to exercise this right shall not constitute a waiver of right to exercise later.

- D.** Contractor agrees to include with all Subcontractors in their subcontract the same requirements and provisions of this agreement including the indemnity and Insurance requirements to the extent they apply to the scope of the Subcontractor's work. Subcontractors hired by Contractor agree to be bound to Contractor and the County of Yolo in the same manner and to the same extent as Contractor is bound to the County of Yolo under the Contract Documents. Subcontractor further agrees to include these same provisions with any Sub-subcontractor. A copy of the Owner Contract Document Indemnity and Insurance provisions will be furnished to the Subcontractor upon request. Contractor shall require all Subcontractors to provide a valid certificate of insurance and the required endorsements included in the agreement prior to commencement of any work and Contractor will provide proof of compliance to the County of Yolo.
- E.** Contractor shall maintain insurance as required by this contract to the fullest amount allowed by law and shall maintain insurance for a minimum of five years following the completion of this project. In the event contractor fails to obtain or maintain completed operations coverage as required by this Agreement, the County at its sole discretion may purchase the coverage required and the cost will be paid by Contractor.

#### **XIV. WORKERS' COMPENSATION**

Contractor shall provide workers' compensation coverage as required by State law, and prior to commencing services pursuant to this Agreement shall file the following statement with the County in a form substantially as set forth below.

#### **WORKERS' COMPENSATION CERTIFICATE**

I am aware of the provisions of Section 3700 of the Labor Code that require every employer to be insured against liability for workers' compensation or to undertake self-insurance in accordance with the provisions of that Code, and I will comply with such provisions before commencing any services required by this Agreement.

The person executing this certificate on behalf of Contractor affirmatively represents that she/he has the requisite legal authority to do so on behalf of Contractor, both the person executing this Agreement on behalf of Contractor and Contractor understand that the County is relying on this representation in entering into this Agreement.

#### **XV. NOTICE**

**A.** All notices shall be deemed to have been given when made in writing and delivered or mailed to the respective representatives of County and Contractor at their respective addresses as follows:

Contractor: Psomas  
Attn: Scott A. Bryant  
1410 Rocky Ridge Dr., Suite 300  
Roseville, CA 95661

County: Yolo County, Community Services Department  
Public Works Division  
Attn: Todd N. Riddiough, Director of Public Works  
292 W. Beamer Street  
Woodland, CA 95695  
Phone (530) 666-8039

**B.** In lieu of written notice to the above addresses, any party may provide notices through the use of facsimile machines provided confirmation of delivery is obtained at the time of transmission of the notices and provided the following facsimile telephone numbers are used:

Contractor: (916) 788-0600

County: (530) 666-8156

**C.** Any party may change the address or facsimile number to which such communications are to be given by providing the other parties with written notice of such change at least fifteen (15) calendar days prior to the effective date of the change.

**D.** All notices shall be effective upon receipt and shall be deemed received through delivery if personally served or served using facsimile machines, or on the fifth (5th) day following deposit in the mail if sent by first class mail.

## **XVI. CONFLICT OF INTEREST**

**A.** Contractor shall comply with the laws and regulations of the State of California and County regarding conflicts of interest, including, but not limited to, Article 4 of Chapter 1, Division 4, Title 1 of the California Government Code, commencing with Section 1090, and Chapter 7 of Title 9 of said Code, commencing with Section 87100 including regulations promulgated by the California Fair Political Practices Commission.

**B.** Contractor covenants that it presently has no interest and shall not acquire any interest, direct or indirect, which would conflict in any manner or degree with the performance of Contractor's obligations and responsibilities hereunder. Contractor further covenants that in the performance of this Agreement, no person having any such interest shall be employed. This covenant shall remain in force until Contractor completes performance of the services required of it under this Agreement.

**C.** Contractor agrees that if any fact comes to its attention that raises any question as to the applicability of any conflict of interest law or regulation, Contractor will immediately inform the County and provide all information needed for resolution of the question.

## **XVII. COVENANT AGAINST CONTINGENT FEES**

Contractor warrants that it has not employed or retained any company or person, other than a bona fide employee working for Contractor, to solicit or secure this Agreement, and that it has not paid or agreed to pay any company or person, other than a bona fide employee, any fee, commission, percentage, brokerage fee, gift, or any other consideration, contingent upon or resulting from the award or making this agreement. For breach or violation of this warranty, the County shall have the right to annul this agreement without liability, or in its discretion to deduct from the agreement price or consideration, or otherwise recover, the full amount of such fee, commission, percentage, brokerage fee, gift or contingent fee.

## **XVIII. AUDITS**

**A.** Contractor shall be subject to examination and audit by the State or the County, or both, throughout the term of this Agreement and thereafter for a period of three years from the date that final payment is made pursuant to this Agreement. This does not preclude access to records by County, State, the Comptroller General of the United States, or any of their authorized representatives, as otherwise provided by this Agreement, the State contract, or State or Federal laws and regulations. Contractor agrees that County and/or State has the right to review, obtain, and copy all records pertaining to the performance of this Agreement, and agrees to provide County and/or State with any and all relevant information requested.

**B.** Any and all books, records, and facilities maintained by Contractor related to services provided under this Agreement may be audited, inspected and copied at any time during normal business hours. Unannounced visits may be made at the discretion of the County or State. Employees who might reasonably have information related to such records may be interviewed. All expenditures of State and federal funds furnished to Contractor pursuant to this Agreement are subject to audit by County, State and/or Federal representatives. Such audits shall consider and build upon external independent audits performed pursuant to audit requirements of the Office of Management and Budget (OMB) Circular A-133 as described in Paragraph C below.

**C.** Should Contractor expend \$500,000 or more in Federal funds during any fiscal year, Contractor shall furnish County a certified copy of an Audit Report from an independent CPA firm covering the Contractor's preceding fiscal year of January 1 through December 31. This Audit shall be performed in accordance with OMB Circular A-133 and conducted in accordance with generally accepted government auditing standards as described in Government Auditing Standards (1994 Revision), and provided in a form satisfactory to the Director.

Contractor shall provide this Audit Report no later than July 31 of each year. In the event that this Agreement expires or is terminated on a date other than December 31, Contractor shall provide County such an Audit Report covering the preceding period of January 1 through the date of expiration or termination no later than July 31 after the date of expiration or termination. Contractor shall ensure that audit work papers supporting the report are retained for a period of three (3) years from the date of the audit report, and longer if notified by the State or County to extend the retention period, and are made available to the State and/or County upon request.

**D.** Should an Audit Report or any State or County audit determine that Contractor has misspent funds and been overpaid based on the requirements of this Agreement and applicable laws and regulations, County shall demand repayment from Contractor in the amount of such audit findings and withhold any payment otherwise due under this Agreement until Contractor repays such amount. Contractor shall repay County such amount within sixty (60) days of the date of the County's demand for repayment. Should Contractor fail to repay County within sixty (60) days of the date of County's demand for repayment, the County may offset the amount due from Contractor against any amounts that would otherwise be due from the County to Contractor pursuant to this Agreement or any other agreement or source.

**E.** Any failure or refusal by Contractor to permit access to any facilities, books, records or other information required to be provided to the State &/or the County by this Agreement &/or the State contract shall constitute an express and immediate breach of this Agreement.

## **XIX. ASSIGNMENT AND SUBCONTRACTS**

The services and obligations required of Contractor under this Agreement are not assignable in whole or in part. In addition, Contractor shall not subcontract any portion of the services required of Contractor by this Agreement without the express written consent of the Director. If any portion of the services required of Contractor are subcontracted, the subcontractor(s) shall maintain the same insurance as required of Contractor by this Agreement and Contractor shall be fully responsible to the County for all work undertaken by subcontractors.

## **XX. STATUS OF CONTRACTOR**

**A.** It is understood and agreed by all the parties hereto that Contractor is an independent contractor and that no relationship of employer-employee exists between the County and Contractor. Neither Contractor nor Contractor's assigned personnel shall be entitled to any benefits payable to employees of the County. Contractor hereby indemnifies and holds the County harmless from any and all claims that may be made against the County based upon any contention by any third party that an employer-employee relationship exists by reason of this Agreement or any services provided pursuant to this Agreement.

**B.** It is further understood and agreed by all the parties hereto that neither Contractor nor Contractor's assigned personnel shall have any right to act on behalf of the County in any capacity whatsoever as an agent or to bind the County to any obligation whatsoever.

**C.** It is further understood and agreed by all the parties hereto that Contractor must issue any and all forms required by Federal and State laws for income and employment tax purposes, including W-2 and 941 forms, for all of Contractor's assigned personnel.

#### **XXI. AMENDMENT**

This Agreement may be amended only by written instrument signed by the County and Contractor.

#### **XXII. WAIVER**

The waiver by the County or any of its officers, agents or employees or the failure of the County or its officers, agents or employees to take action with respect to any right conferred by, or any breach of any obligation or responsibility of this Agreement shall not be deemed to be a waiver of such obligation or responsibility, or subsequent breach of same, or of any terms, covenants or conditions of this Agreement.

#### **XXIII. AUTHORIZED REPRESENTATIVE**

The person executing this Agreement on behalf of Contractor affirmatively represents that she/he has the requisite legal authority to enter into this Agreement on behalf of Contractor and to bind Contractor to the terms and conditions of this Agreement. Both the person executing this Agreement on behalf of Contractor and Contractor understand that the County is relying on this representation in entering into this Agreement.

#### **XXIV. PUBLIC RECORDS ACT**

Upon its execution, this Agreement (including all exhibits and attachments) shall be subject to disclosure pursuant to the California Public Records Act.

#### **XXV. ADDITIONAL PROVISIONS**

**A.** Where there is a doubt as to whether a provision of this document is a covenant or a condition, the provision shall carry the legal effect of both. Should the County choose to excuse any given failure of Contractor to meet any given condition, covenant or obligation (whether precedent or subsequent), that decision will not be, or have the legal effect of, a waiver of the legal effect in subsequent circumstances of either that condition, covenant or obligation or any other found in this document. All conditions, covenants and obligations continue to apply no matter how often County may choose to excuse a failure to perform them.

**B.** Except where specifically stated otherwise in this document, the promises in this document benefit the County and Contractor only. They are not intended to, nor shall they be interpreted or applied to, give any enforcement rights to any other persons (including corporate) which might be affected by the performance or non-performance of this Agreement, nor do the parties hereto intend to convey to anyone any “legitimate claim of entitlement” with the meaning and rights that phrase has been given by case law.

**C.** Debarment.

1 By signing this Agreement, the Contractor agrees to comply with applicable Federal suspension and debarment regulations including, but not limited to, 7 CFR Part 3017, 45 CFR 76, 40 CFR 32 or 34 CFR 85.

2. By signing this Agreement, the Contractor certifies to the best of its knowledge and belief, that it and its principals:

a. Are not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded by any federal department or agency;

b. Have not within a three-year period preceding this application/proposal/agreement been convicted of or had a civil judgment rendered against them for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (Federal, State or local) transaction or contract under a public transaction; violation of Federal or State antitrust statutes or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, or receiving stolen property;

c. Are not presently indicted for or otherwise criminally or civilly charged by a governmental entity (Federal, State or local) with commission of any of the offenses enumerated in Paragraph 2(b) herein;

d. Have not within a three-year period preceding this application/proposal/agreement had one or more public transactions (Federal, State or local) terminated for cause or default;

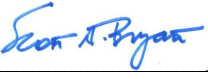
- e. Shall not knowingly enter into any lower tier covered transaction with a person who is proposed for debarment under federal regulations (i.e., 48 CFR part 9, subpart 9.4), debarred, suspended, declared ineligible, or voluntarily excluded from participation in such transaction, unless authorized by the State; and
  - f. Will included a clause entitled, “Debarment and Suspension Certification” that essentially sets forth the provisions herein, in all lower tier covered transactions and in all solicitations for lower tier covered transactions.
3. If the Contractor is unable to certify to any of the statements in this certification, the Contractor shall submit an explanation to the County program funding this Agreement, and the County shall have the option of terminating this Agreement immediately or at any time thereafter, upon giving Contractor written notice of such termination, if the explanation is not found satisfactory by the County in its sole discretion.
  4. The terms and definitions herein have the meanings set out in the Definitions and Coverage sections of the rules implementing Federal Executive Order 12549.
  5. If the Contractor knowingly violates this certification, in addition to other remedies available to the Federal Government, the County may terminate this Agreement at any time upon giving Contractor written notice of such termination.

## **XXVI. ENTIRE AGREEMENT**

This Agreement constitutes the entire agreement between the County and Contractor and supersedes all prior negotiations, representations, or agreements, whether written or oral. In the event of a dispute between the parties as to the language of this Agreement or the construction or meaning of any term hereof, this Agreement shall be deemed to have been drafted by the parties in equal parts so that no presumptions or inferences concerning its terms or interpretation may be construed against any party to this Agreement.

**IN WITNESS WHEREOF**, the parties have executed this Agreement as of the day and year first set forth above.

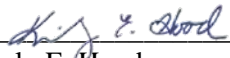
**CONTRACTOR**

By   
Scott A. Bryant  
Vice President  
Psomas

**COUNTY OF YOLO**

By \_\_\_\_\_  
Todd N. Riddiough, PE  
Director of Public Works  
Community Services Department

Approved as to Form:  
Philip J. Pogledich , County Counsel

By   
Kimberly E. Hood,  
Chief Assistant County Counsel

## WORKERS' COMPENSATION CERTIFICATE

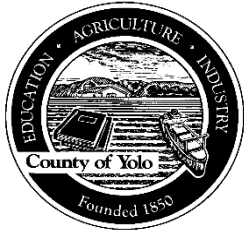
I am aware of the provisions of Section 3700 of the Labor Code that require every employer to be insured against liability for workers' compensation or to undertake self-insurance in accordance with the provisions of that code, and I will comply with such provisions before commencing any services required by this Agreement.

The person executing this certificate on behalf of Contractor affirmatively represents that she has the requisite legal authority to do so on behalf of Contractor, both the person executing this Agreement on behalf of Contractor and Contractor understand that the County is relying on this representation in entering into this Agreement.

### CONTRACTOR

By 

\_Scott A. Bryant,/Vice President  
Print Name/Title



# COUNTY OF YOLO

Procurement Division

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## Notice of Request for Proposals (RFP) For On-Call County Surveyor Services

Bid# RFP-2025-0039  
Bid Posted: October 24th, 2025

**RFP Amended  
11/13/2025**

**Proposal Responses Due:**  
November 21st, 2025  
2:00 PM Pacific Standard Time

Issued on behalf of:  
Department of Community Services  
292 West Beamer St.  
Woodland, CA 95695

RFP Coordinator: Laura Tafoya  
(530) 666-8071  
Laura.Tafoya@yolocounty.gov

**TABLE OF CONTENTS**

<b>Section</b>	<b>Section Title</b>	<b>Pages</b>
I.	Introduction	3
II.	RFP Schedule of Events	7
III.	General Instructions & Information	8
IV.	Terms and Conditions	11
V.	Instructions for Completion of Proposal	15

**Exhibits:**

Exhibit "A"	Proposal Transmittal Letter
Exhibit "B"	Approach to Work
Exhibit "C"	Specialized Experience and Qualifications
Exhibit "D"	Project Team
Exhibit "E"	Demonstrated Competence/Responsibility
Exhibit "F"	Previous Customer References (County Supplied)
Exhibit "G"	Cost Proposal (County Supplied)
Exhibit "H"	Non-Collusion Non-Conflict Statement (County Supplied)
Exhibit "I"	Signature Page (County Supplied)
Exhibit "J"	Exceptions (County Supplied)

**Attachments:**

Attachment 1	Work Proposal Form
Attachment 2	Sample County Contract

## I. INTRODUCTION

### A. STATEMENT OF PURPOSE

The Yolo County Department of Community Services ("The County") is soliciting Request for Proposal (RFP) from qualified firms to perform On-Call County Surveyor Services for the County per scope of work, as outlined in this RFP. The purpose of this RFP is to provide County Surveyor services such as reviews of record of surveys, corner records, parcel and subdivision maps, certificates of correction, lot line adjustments, and other additional surveyor services.

Proposers who submit a response to this RFP must have the ability to meet the requirements, including the terms and conditions contained in this RFP.

### B. SYNONYMOUS TERMS

As used throughout this proposal and its attachments, the following terms are synonymous:

- 1) a. Supplier, Vendor, Contractor  
b. Purchase Order, Contract, Agreement  
c. Services, Work, Scope, and Project  
d. Bidder, Offeror, Proposer  
e. Beacon, Beacon Bid
- 2) "The County" refers to the County of Yolo, California.

### C. SCOPE OF WORK

#### 1) GENERAL DESCRIPTION:

The County of Yolo encompasses approximately 1,021 square miles. It includes the cities of Davis, West Sacramento, Winters and Woodland and the University of California, Davis. The population of the County is approximately 216,403 per the 2020 Census.

The mission of the Public Works Division, Department of Community Services (Department) is to preserve, enhance and promote quality of life and public safety through the responsible development of reliable and sustainable infrastructure and services. One of the core functions and goals that most closely relates to this contract is to, "Maintain a safe, efficient, and fiscally manageable county road system."

Records of Survey (ROS), Parcel Maps and Subdivision Maps in the unincorporated County are received by the Department and reviewed for technical accuracy to statutory requirements prior to filing with the County Recorder. The Department is requesting proposers prepare a detailed description of their approach to several types of projects related to County Surveyor functions, including the map review process. The funding for the contract will be primarily fees charged to the public using the services of the County Surveyor.

Surveying Firms (hereinafter referred to as Consultant) are requested to submit proposals for On-Call County Surveyor Services required for review of various maps and other surveying services requested by the County Contract Manager (CCM). Proposers are encouraged to suggest alternatives and additional details to the scope of work that would provide a more efficient way to provide the services requested. In the past two years, the County has averaged 24 ROS and 6 Corner Record Reviews per year.

#### Requirements for Developing Scope and Cost for On-Call County Survey Services

- a. All work under these tasks shall be performed in accordance with the directives given by the Director of Public Works.
- b. Prior to the commencement of any work under Tasks 1 and 4, the CCM shall request services in writing. Each project will be assigned a County work order number. Consultant shall prepare a cost estimate on the County Work Proposal Form (Attachment 1) of the specific work requested for each project, including all necessary tasks and sub-tasks, and provide an estimated completion date. The CCM shall confer with the Consultant and negotiate the

maximum fee for the specific project and establish date. The maximum fee shall be based upon the hourly rate set forth in the Agreement and shall include all expenses. Both parties shall agree to the maximum fee and completion date in writing. In no event shall the completion date extend beyond the agreed-upon completion date. Work shall not start until the scope of work and maximum fee have been approved by the Consultant and the Director of Public Works, or designee.

- c. Prior to the commencement of any work under Tasks 2 and 3, the CCM shall prepare a Work Proposal Form (WPF) assigning funds to the Task. Work shall not start until the WPF has been approved by the Consultant and the Director of Public Works, or designee.
- d. All work shall be done in accordance with the requirements of the contract.
- e. The Director of Public Works or designee will be the CCM.
- f. After the contractor has been selected, the contract administrator for this project will be Jair Bautista, or as appointed by the CCM.. At no point during this solicitation is Jair Bautista, or any County employee other than the RFP Coordinator or the County's Procurement Division, to be contacted or the Contractor shall be eliminated from the process.

**2) TECHNICAL SPECIFICATIONS:**

- a. All tasks are to be completed by a valid California Licensed Land Surveyor, and comply with the State Subdivision Map Act, Professional Land Surveyors Act, and County Code requirements. Consultant should name one employee who will be designated and appointed pursuant to Yolo County Code Section 2-5.501, as the Yolo County Surveyor. All County Surveyor work shall be done by the named employee. Consultant shall notify CCM if named employee is not available.
- b. Stamp and sign parcel maps, subdivision maps and other documents as necessary, as County Surveyor.
- c. Previous experience in preparing records of survey, parcel maps, subdivision maps, corner records, lot line adjustments and certificates of correction.
- d. Previous experience in reviewing and commenting on records of survey, parcel maps, subdivision maps, corner records, lot line adjustments, and certificates of correction prepared by others.
- e. Previous experience in preparing and interpreting deeds and legal descriptions.
- f. Previous experience in developing legal descriptions and plat maps.
- g. Ability to meet the minimum insurance requirements detailed in the attached Sample Agreement.

**3) VENDOR MINIMUM REQUIREMENTS:**

- a. To be considered for this work, consultant must have a valid license as a California Land Surveyor and a minimum of ten (10) years' experience as a licensed surveyor related to preparing and reviewing records of survey, subdivision/parcel maps, corner records, lot line adjustments, deeds, legal descriptions, and certificates of correction for public agencies.

**4) DELIVERABLE / REPORTS:**

- a. Review of Full Cost Recovery Record of Surveys, Parcel/Subdivision Maps, or other Documents

Provide County Surveyor Services for checking Record of Survey maps, parcel maps, subdivision maps, or other documents as requested. The process for **Task 1** shall be as follows: Consultant will examine document package for completeness and notify CCM of deficiencies prior to continuing review. Consultant will complete package review and return mark-ups and comments on documents to CCM, who will forward to Applicant (unless CCM directs Consultant, otherwise). Once a map is corrected to the satisfaction of Consultant,

## Exhibit A: RFP Excerpt

Applicant shall provide mylar of document. Consultant will stamp/sign document and return to CCM for filing. All services shall be done in accordance with Agreement and applicable State and County Codes, including time of response. The work will be billed at actual cost as provided for in Agreement. The cost of review shall not exceed the agreed cost, without prior approval of the CCM.

b. Review of Flat Rate Records of Survey

Provide County Surveyor Services for checking Record of Survey maps, as requested. The process for **Task 2** shall be as follows: CCM will assign unique project numbers to each document received from the Applicant. CCM will forward document to Consultant. Consultant will review document for completeness and notify CCM of deficiencies prior to continuing check. Consultant will return mark-ups and comments on documents to CCM, who will forward to Applicant (unless CCM directs Consultant, otherwise). Once Record of Survey maps are corrected to the satisfaction of Consultant, Applicant shall provide mylar of document. Consultant will stamp/sign document and return Record of Survey maps to CCM for filing. All services shall be done in accordance with Agreement and applicable government codes including time of response. The work will be billed at actual cost as provided for in Agreement. The cost per document for Record of Survey maps shall not exceed the cost of the flat fee for per sheet (\$1,070.00 for the first sheet & \$836.00/ each additional sheet, per current Master Fee Schedule) without prior approval of the CCM. The County will not plan to hold retention for these tasks, at the discretion of the Contract Manager, as most services will be complete within one billing cycle.

c. Review of Corner Records, Certificates of Correction, Lot Line Adjustments, or other documents

Provide County Surveyor Services for checking corner records, certificates of correction, lot line adjustments, or other documents as requested. The process for **Task 3** shall be as follows: County Surveyor Services Manager will assign unique project numbers to each document received from Applicant (unless the County Survey Services Manager directs otherwise). Once documents to be filed are corrected to the satisfaction of Consultant, Applicant shall provide final version of document. Consultant will stamp/sign final document and return to the County Survey Services Manager for filing. All services shall be done in accordance with Agreement and applicable government codes including time of response. Individual tracking of time/cot per review is not required for this task. The work will be billed at actual cost as provided for in Agreement. The County will not plan to hold retention for these tasks, at the discretion of the Contract Manager, as most services will be complete within one billing cycle.

d. Additional Surveyor Services

**Task 4:** Provide additional County Surveyor and public works related survey services that are not funded with federal transportation funds to support the Department of Community Services as directed by the Director of Public Works. Services may include the preparation of records of survey, preparation of easement documents and plats, and review and approval of survey documents prepared by other. Scope of work, cost, deliverables, and schedule will be determined as described above.

**5) AWARDED CONTRACTOR REQUIREMENT:**

- a. The successful Awarded contractor must supply all insurance requirements as required in Attachment "2," Sample County Contract.

**CONTRACT TERM:** Contractor agrees to provide awarded items and/or services as specified in the RFP document for a period of three (3) years. The agreement may be extended by mutual consent for two (2) additional twelve (12) month periods.

### D. PROPOSAL DEADLINE

Proposals shall be submitted no later than the Proposal Deadline time and date detailed in the Section II, RFP Schedule of Events. Proposers shall respond to the written RFP and any exhibits, attachments, or

## Exhibit A: RFP Excerpt

amendments. A Proposer's failure to submit a proposal as required before the deadline shall cause the proposal to be disqualified. Late proposals shall not be accepted nor shall additional time be granted to any potential Proposer.

### **E. SUBMITTING PROPOSALS**

The required method of submitting your proposal is electronically through Beacon Bid's platform (<https://www.beaconbid.com/solicitations/yolo-county/open>).

It is the sole responsibility of the proposer to ensure their proposal reaches Beacon before the closing date and time. If you have any questions regarding the submittal of this proposal, please contact Beacon at 1-888-402-2231 or [suppliersupport@beaconbid.com](mailto:suppliersupport@beaconbid.com) for vendor support.

### **F. ADDENDA**

Any additional information not included in this solicitation which the County finds necessary and material to responding to the RFP will be posted as an addendum on Beacon. Answers to questions submitted through Beacon shall be considered addenda to the solicitation documents.

///The remainder of this page is intentionally left blank. ///

## II. SCHEDULE OF EVENTS

The following RFP Schedule of Events represents the County's best estimate of the schedule that shall be followed. Unless otherwise specified, the time of day for the following events shall be between 8:00 a.m. and 4:00 p.m., Pacific Time.

The County reserves the right, at its sole discretion, to adjust this schedule as it deems necessary. Notification of any adjustment to the Schedule of Events shall be provided to all vendors through Beacon.

The County is not responsible for failure of the prospective Bidders/Offerors to check for any RFP document updates, changes, or answers to questions posted on the Beacon website. Failure to periodically check the website will be at the Bidder's/Offeror's sole risk.

	EVENT	DATE	TIME
1	County Issues RFP	10/24/2025	
2	Deadline for Questions posted on Beacon	11/07/2025	2:00 p.m.
3	County Issues Responses to Questions on Beacon	11/14/2025	
4	Deadline Proposal Due	11/21/2025	2:00 p.m.
5	County Completes Evaluations	12/19/2025	
6	Anticipated Contract Start Date	2/17/2026	

///The remainder of this page is intentionally left blank. ///

### III. GENERAL INSTRUCTIONS AND INFORMATION

#### A. RFP COORDINATOR

The following RFP Coordinator shall be the main point of contact for this RFP:

Laura Tafoya  
Phone: (530) 666-8071  
Laura.Tafoya@yolocounty.gov

#### B. COMMUNICATIONS REGARDING THE RFP

Upon release of this RFP, all vendor communications concerning this procurement must be directed to the RFP Coordinator named above. Unauthorized contact regarding the RFP with other County employees of the procuring county agency may result in disqualification.

Questions concerning this proposal, including specifications, requirements, terms and/or conditions of a solicitation, etc. should be submitted solely in writing online at:  
<https://www.beaconbid.com/solicitations/yolo-county/open> in the questions and answers section of the solicitation no later than the date and time noted above in the Section II. Schedule of Events Chart, Deadline for Questions Posted on Beacon or per any changes to Schedule of Events as posted to Beacon.

The County is not responsible for failure of the prospective Bidders/Offerors to check for any RFP document updates, changes, or answers to questions posted at the Beacon website. Failure to periodically check the website will be at the Bidder's/Offeror's sole risk. Any oral communications shall be considered unofficial and nonbinding on the County.

Any irregularities or lack of clarity in the RFP should be brought to the attention of the County for correction or clarification.

#### C. PROPOSAL PREPARATION COSTS

The County shall not pay any costs associated with the preparation, submittal, or presentation of any proposal.

#### D. PROPOSAL WITHDRAWAL

To withdraw a proposal, the Vendor must submit a written request, signed by an authorized representative, to the RFP Coordinator. After withdrawing a previously submitted proposal, the vendor may submit another proposal at any time up to the deadline for submitting proposals.

#### E. PROPOSAL AMENDMENT

The County shall not accept any amendments, revisions, or alterations to proposals after the deadline for proposal submittal unless the County formally requests such in writing.

#### F. PROPOSAL ERRORS

Proposers are liable for all errors or omissions contained in their proposals. Proposers shall not be allowed to alter proposal documents after the deadline for submitting a proposal.

#### G. PROHIBITION OF PROPOSER TERMS & CONDITIONS

A Proposer may **not** submit the Proposer's own contract terms and conditions in a response to this RFP. If a proposal contains such terms and conditions, the County, at its sole discretion, may determine the proposal to be a nonresponsive counteroffer, and the proposal may be rejected.

#### H. ASSIGNMENT AND SUBCONTRACTING

The Contractor may not subcontract, transfer, or assign any portion of the contract without prior, written approval from the County. The County must approve each subcontractor in writing. The substitution of one subcontractor for another may be made only at the discretion of the County and with prior, written approval from the County.

Not with standing the use of approved subcontractors, the Proposer, if awarded a contract under this RFP, shall be the prime contractor and shall be responsible for all work performed.

## Exhibit A: RFP Excerpt

Contractor shall require each of its subcontractors of any tier to carry the aforementioned coverage, or Contractor may insure subcontractors under its own policy.

### **I. PROPOSAL OF ADDITIONAL SERVICES**

If a Proposer indicates an offer of goods or services in addition to those required by and described in this RFP, these additional goods or services may be added to the contract before contract signing at the sole discretion of the County.

### **J. INDEPENDENT PRICE DETERMINATION**

A proposal shall be disqualified and rejected by the County if the price in the proposal was not arrived at independently without collusion, consultation, communication, or agreement as to any matter relating to such prices with any other Proposer, a County employee, or any Competitor.

### **K. INSURANCE**

The successful Contractor will be required to provide and maintain insurance as required and listed in Attachment 1 before commencing work on the contract.

### **L. LICENSURE**

Before a contract pursuant to this RFP is signed, the Proposer must hold all necessary, applicable business and professional licenses. The County may require any or all Proposers to submit evidence of proper licensure.

### **M. RFP AMENDMENT AND CANCELLATION**

The County reserves the unilateral right to amend this RFP in writing at any time. The County also reserves the right to cancel or reissue the RFP at its sole discretion. If an amendment is issued it shall be provided to all proposers through Beacon. Proposers shall respond to the final written RFP and any exhibits, attachments, and amendments.

### **N. RIGHT OF REJECTION**

The County reserves the right, at its sole discretion, to reject any and all proposals or to cancel this RFP in its entirety.

Any proposal received which does not meet the requirements of this RFP may be considered to be nonresponsive, and the proposal may be rejected. Proposers must comply with all of the terms of this RFP and all applicable State and County laws and regulations. The County may reject any proposal that does not comply with all of the terms, conditions, and performance requirements of this RFP.

The County reserves the right, at its sole discretion, to waive variances in proposals provided such action is in the best interest of the County. Where the County waives minor variances in proposals, such waiver does not modify the RFP requirements or excuse the proposer from full compliance with the RFP. Notwithstanding any minor variance, the County may hold any Proposer to strict compliance with the RFP.

### **O. DISCLOSURE OF PROPOSAL CONTENTS**

All proposals become the property of the County, which is a public agency subject to the disclosure requirements of the California Public Records Act (CPRA, California Government Code §6250 and following). The CPRA contains limited exemptions. If you contend that any documents, as defined by the CPRA, are confidential or proprietary material and exempt from CPRA, these documents shall be clearly marked "Exempt from CPRA." Proposer shall defend, indemnify and hold the County harmless against any claim, action or litigation (including but not limited to all judgments, costs, fees, and attorney's fees) that may result from denial of a CPRA request. If Proposer does not respond to a CPRA request or agree to do so within five (5) days, the County may disclose the requested information under the CPRA."

### **P. PROPOSAL EVALUATION PROCESS**

The evaluation process is designed to award the procurement to the Proposer with the best combination of attributes based upon the evaluation criteria.

The County reserves the right, at its sole discretion, to request clarifications of proposals or to conduct discussions for the purpose of clarification with any or all Proposers. If clarifications are made as a result of such discussion, the Proposer shall put such clarifications in writing.

**Q. AWARD OF PROPOSAL**

Award will be made to the Proposer offering the most advantageous proposal after consideration of all Evaluation Criteria set forth below. This criterion is not listed in any order of preference. The County reserves the right to establish weight factors that will be applied to the criteria depending upon the order of importance. The County shall not be obligated to accept the lowest priced proposal, but will make an award in the best interests of the County after all factors have been evaluated.

Award Evaluation Criteria:

- 1) Understanding of the types of work to be done (25%)

The consultant's approach to work and methods recommended for the work described in the scope of work.

- 2) Experience with similar kinds of work (15%)

The consultant's experience directly relating to the services described in the RFP and evidence of ability to complete the work to a high standard, within schedule and on budget.

- 3) Qualifications of staff for work to be done (10%)

- 4) Demonstrated Technical Ability and capability of developing innovative or advanced techniques (10%)

This includes the approach to the contract scope outlined in the RFP, proposed project management, and unique/creative technical approaches.

- 5) Cost Proposal (30%)

Proposal clearly defines cost in Exhibit G "Cost Proposal" and provide a detailed cost per task in spreadsheet format.

- 6) Customer References (10%)

The comments provided during reference checks on past performance of the firm and key staff on a project comparable to the proposed work completed within the last five years.

**R. AWARD PROCESS**

The County reserves the right to make an award without further discussion of any proposal submitted. Each proposal should be initially submitted on the most favorable terms the proposer can offer. The County reserves the right to negotiate and/or include a best and final offer stage to the process.

Notwithstanding, the county reserves the right to add terms and conditions, deemed to be in the best interest of the county, during final negotiations. Any such terms and conditions shall be within the scope of the RFP and shall not affect the basis of proposal evaluations and will be incorporated in a purchase order.

The County reserves the right, at its sole discretion, to negotiate with the apparent best evaluated Proposer.

## IV. TERMS AND CONDITIONS

### A. QUALIFICATIONS/INSPECTION

Proposals will only be considered from firms normally engaged in providing the types of commodities/services specified herein. The County reserves the right to inspect the Proposer's facilities, equipment, personnel, and organization at any time, or take any other action necessary to determine Proposer's ability to perform. The RFP Coordinator reserves the right to reject proposals where evidence or evaluation is determined to indicate inability to perform.

### B. NON-WAIVER

The County's failure to address errors or omissions in the proposals shall not constitute a waiver of any requirement of this RFP by the County. Consultant selection will be based solely on information provided in the Proposal. Be sure to include all relevant information and evidence of the firm's record of performance and ability to perform the work. As indicative above, the project team is the key element of the Proposal.

### C. FEDERAL, STATE, AND LOCAL LAWS

The successful proposer must operate in conformity with all applicable, federal, state, and local laws, ordinances, orders, rules, and regulations pertaining to work. It is the responsibility of the awarded proposer to ensure that all permits and/or licensees required for operation are valid and current. Failure to comply with this provision may be cause to cancel any contract awarded, and award will be made to the next lowest, responsive, responsible proposer.

### D. GOVERNING LAW

If an award is made, the contract will be made in the County of Yolo and shall be governed and construed in accordance with the laws of the State of California. Any action relating to the Contract shall be instituted and prosecuted in the courts of Yolo County, California.

### E. NON-DISCRIMINATION

There shall be no discrimination as to race, sex, color, creed, age or national origin in the operations conducted under any resulting contract.

### F. PUBLIC AGENCY

It is intended that other public agencies (i.e., city, special district, public authority, public agency and other political subdivisions of the State of California) shall have the option to participate in any agreement created as a result of this RFP with the same terms and conditions specified, including pricing. The County shall incur no financial responsibility in connection with a purchase order from another public agency. The public agency shall accept sole responsibility for placing orders and making payment to the vendor.

### G. ADDITIONAL PURCHASES

Following the award, the County may dispense with separate bidding for additional purchases of like item(s) from the successful Proposer within a twelve (12) month period from the initial purchase date provided that the Vendor agrees to provide the like item(s) at the same discounted price and under the same terms and conditions as the previous award.

### H. EXTENSIONS

The County reserves the right to extend any contract past the end term date upon mutual agreement and under the same pricing, terms and conditions for continual service and supplies while a new contract is being solicited, evaluated and/or awarded for a period not to exceed six (6) months.

### I. PRICE ESCALATION

All prices are firm for a period of one (1) year from the date of award. The Contractor may request a price increase in accordance with the California Consumer Price (CPI-W, US City Average, All Items; NSA) Index on an annual basis after the first year. The increase in price shall remain firm for at least twelve (12) months after it goes into effect. The County reserves the right to accept or reject the request for a price increase within ten (10) business days of the written request.

**J. INVOICES AND PAYMENT TERMS**

Invoices are to be mailed to the County department(s) specified on the resulting purchase order, blanket purchase order or contract. All invoices must include the purchase order number, blanket purchase order number, or contract number, product description and reference to back ordered items. Failure to comply may result in delayed payments.

The County will make payment on a Net 30-day basis unless a cash discount of one-half percent (1/2%) or greater, which amounts to \$2.50 or more, is allowed for payment within not less than twenty (20) days. The payment term shall begin on the date the merchandise is inspected, delivered and accepted by the County, or on the date a correct invoice is received in the office specified in the order, whichever is later. Prompt payment discounts shall be considered earned if payment is postmarked or personally delivered within the prescribed term. The beginning date described above shall be considered day zero for the purposes of counting days in the prescribed term.

**K. COMPLIANCE**

Late, incomplete, incorrect deliveries or excessive backorders will be documented, and performance evaluated when considering contract continuation or extension. Inaccurate or erroneous billing will also be documented and monitored for the purpose of evaluating performance when considering continuation or extension of contract. Failure to meet quoted delivery timeframes, or inaccurate or erroneous invoices (as determined by the Purchasing Department) may be cause for the County to cancel the balance of the awarded purchase order and award will be made to the next lowest proposer. Failure to receive County concurrence for substitutions or alternates will be documented and considered when evaluating continuation or extension of contract.

**L. DEFAULT**

In case of default by the awarded proposer, the County may procure the goods or services from another source and may recover the loss occasioned thereby from any unpaid balance due the selected proposer, or by any other legal means available to the County. The County may also ban selected proposer up to two years from future solicitations for default.

**M. TERMINATION FOR CONVENIENCE**

The County reserves the right, in its best interest as determined by the County, to cancel any contract by giving written notice to the Contractor thirty (30) days prior to the effective date of such cancellation.

**N. CANCELLATION FOR UNAPPROPRIATED FUNDS**

The obligation of the County for payment to a Contractor is limited to the availability of funds appropriated in a current fiscal period, and continuation of the contract into a subsequent fiscal period is subject to appropriation of funds, unless otherwise authorized by law.

**O. ASSIGNMENT/TRANSFER/SUBCONTRACTING**

Awarded Contractor shall not assign, transfer, or subcontract any portion of the contract without the express written consent of the department. Any award issued pursuant to this RFP, and the monies, which may become due hereunder, are not assignable without the prior written approval of the County.

**P. F.O.B. POINT**

All prices quoted shall be F.O.B destination, freight prepaid (proposer pays and bears freight charges, proposer owns goods in transit and files any claims), excluding sales tax. The County is exempt from Federal Excise and Transportation taxes.

**Q. PROTESTS**

The County encourages Suppliers to resolve issues regarding requirements or the procurement process through written correspondence and discussions. The County is committed to fostering relationships with its Suppliers to encourage an ongoing pursuit to fulfill requirements.

**1) Protest Procedures:**

**All protests** shall be typed under the protester's letterhead and submitted in accordance with the provisions stated herein. Protests may be submitted by mail or by electronic mail. Protests submitted by facsimile will not be accepted. All protests must be addressed and submitted to both the RFP Coordinator of this solicitation and the Manager of Procurement. All protests shall include at a minimum the following information:

- a. The name, address, and telephone number of the Protester;
- b. The signature of the Protester or Protester's representative;
- c. The solicitation title and due date;
- d. Name of County employee designated as the RFP Coordinator.
- e. Identification of the statute or procedure that is alleged to have been violated;
- f. A detailed statement identifying the legal and/or factual grounds of the protest and all documentation supporting the vendor's position;
- g. The form of relief requested.

The contact information for the Manager of Procurement is as follows:

Manager of Procurement  
Yolo County General Services Department  
Procurement Division  
120 W. Main St. Ste. C  
Woodland, CA 95695

Protester's failure to comply with these procedures shall constitute a waiver of any right to further the RFP Protest and shall constitute a failure to exhaust administrative remedies.

The Manager of Procurement will review the materials in connection with the protest, assess the merits of the protest, and provide a written decision on the protest. The Manager of Procurement's decision is final.

If it is determined the protest is frivolous, the party originating the protest may be determined to be irresponsible and may be ineligible for future contracts.

**2) Protest of RFP Specifications/Requirements/Terms & Conditions:**

Companies who are concerned regarding irregularities or lack of clarity in specifications, requirements, terms and/or conditions of a solicitation should be brought to the attention of the County. Notice shall be provided prior to the closing date and time of the designated "question and answer period" of the proposal noted above in the Section II. Schedule of Events Chart, item#2 Deadline for Questions Posted on Beacon.

Notice must be clearly marked "**Notice of Protest of Specifications/Requirements/Terms & Conditions**". No requests for protests of solicitation specifications, requirements, terms and/or conditions shall be considered after the deadline stated above.

Companies who fail to do so forfeit all rights to protest a solicitation or any subsequent award based on the specifications, requirements, terms or conditions of this solicitation. In the event of the protest for specifications, requirements, terms and/or conditions is denied and the protester wishes to continue in the solicitation process they must still submit a bid/proposal prior to the close of the solicitation.

**3) Protest of Disqualification:**


Initial evaluations will determine if proposals have met the minimal requirements as indicated in this RFP. Notices will be sent to all companies who have been disqualified for not meeting the minimal requirements. Should a company disagree with the determination, notice of disagreement must be received within five (5) working days of date of notice identifying areas that are in question and how the company met the minimal requirements. Notice must be clearly marked "**Notice of Disagreement**". Companies who fail to do so forfeit all rights in the protest process. It is at the county's discretion at the department level to make final determinations for all disqualified protests.

**4) Protest of Award of Contract:**

In protests related to the award of a contract, the protest must be received by e-mail or hard copy no later than 4:00 PM Pacific Time five (5) business days after the notice of the proposed contract. Notice must be clearly marked "**Notice of Protest of Award of Contract**". A review may be granted if the protest is received within the specified time and the firm/person submitting the protest is a Bidder/Offeror.

## Exhibit A: RFP Excerpt

Throughout the review process, the County has no obligation to delay or otherwise postpone an award of a contract based on a protest.



///The remainder of this page is intentionally left blank.///

## V. INSTRUCTIONS FOR COMPLETION OF PROPOSAL

### A. SUBMITTING PROPOSALS

The required method of submitting your proposal is electronically through the Beacon website at [www.beaconbid.com](http://www.beaconbid.com).

It is the sole responsibility of the proposer to ensure their proposal reaches Beacon before the closing date and time. If you have any questions regarding the submittal of this proposal, please contact Beacon at 1-888-402-2231 or [suppliersupport@beaconbid.com](mailto:suppliersupport@beaconbid.com) for vendor support. Late proposals shall not be accepted, nor shall additional time be granted to any potential Proposer.

### B. REQUIRED PROPOSAL SUBMITTALS

The submittals requested shall be included with the proposal response. Failure to include required submittals may cause for rejection of your proposal. The following are required for your proposal to be considered and must be labeled with the following:

- 1) Exhibit "A" Proposal Transmittal Letter
- 2) Exhibit "B" Approach to Work
- 3) Exhibit "C" Specialized Experience and Qualifications
- 4) Exhibit "D" Project Team
- 5) Exhibit "E" Demonstrated Competence/Responsibility
- 6) Exhibit "F" References
- 7) Exhibit "G" Cost Proposal
- 8) Exhibit H Non-Collusion Non-Conflict of Interest Statement
- 9) Exhibit "I" Signature Page
- 10) Exhibit "J" Exceptions

**Contractor shall upload the Cost Proposal separately from the other required submittals and it must be clearly marked Cost proposal.**

### C. PROPOSAL CONTENT AND FORMAT

- 1) Proposals submitted for the requested services described in the RFP must be labeled and meet the following criteria to be considered for this project.
  - a. Proposal Transmittal Letter – Exhibit A
    1. The letter shall identify the names and address of proposer, as well as the Project Manager and subconsultants phone numbers and email addresses. A statement that the proposal is in response to this RFP.
    2. Affirm that the proposer meets the minimum qualifications stated in this RFP and understands the work needed to be performed.
    3. State the names of the persons who will be authorized to make representations for the Proposer, their job titles, addresses, telephone numbers, and email addresses.



3. In the past five (5) years has any claim against your company concerning your company's work on a project been filed in court or arbitration?
  4. Describe the process by which your company resolves problems with clients.
- f. References – Exhibit F (County Provided) Provide at least three, but no more than five, references (public agencies preferred) who can comment on the past performance of the firm(s) and key staff on a project comparable to the proposed work completed within the last five years.
- g. Cost Proposal – Exhibit G (County Provided)
1. The cost proposal must include a detailed budget that identifies the cost of staff, direct expenses, and total cost for each Task. The cost proposal shall include a schedule of billing rates and conditions under which the consultant would submit a claim for extra work not covered in the budget.
  2. The Cost Proposal shall be inclusive of all costs (mandatory and optional) associated with the project tasks stated in this RFP including but not limited to personnel costs, administrative overhead, printing costs, attendance at meetings, travel, etc. The Cost Proposal shall include a total "not to exceed"
  3. Provide a listing of hourly labor rates by work classification and personnel that would be assigned to this project. A listing of individual requested tasks with associated fees showing a breakdown of labor hours, rates, other direct costs, sub-consultant fees and other specific fees with a total estimated cost of each task.
  4. The County reserves the right to negotiate cost with the selected proposer during contract negotiations.
- h. Non-Collusion Non-Conflict of Interest Statement – Exhibit H (County Provided) Proposer shall complete the County's Non-Collusion and Non-Conflict of Interest Statement.
- i. Signature Page- Exhibit I (County Provided) Vendor shall complete and sign the County Signature Page form.
- j. Exceptions to Insurance and Contract Terms and Conditions – Exhibit J (County Provided) Include a statement of acknowledgement that the applicant has reviewed the Sample Long Form Agreement and has accepted it with or without qualification. If the applicant makes qualifications, those qualifications must be identified and listed along with the suggested modifications to the contract. If the applicant makes no qualifications to the sample agreement, including exhibits, then it shall be deemed that the applicant accepts these items without reservation or any qualifications. Vendor shall complete the attached County form.

Proposers shall include a list of all requested changes to the Sample Agreement, including insurance requirements, in their initial proposal. Without good cause presented by a proposer, the County will not consider any requested changes not included in the proposal.

The final Agreement will incorporate the proposer's scope of services, responsibilities, deliverables, and schedule.

- 2) The proposal shall be no longer than the following page lengths and in 12-point font:

Letter of transmittal:	2 pages
Exhibits B - F	40 pages

Exhibits G - J

11 pages

///End///

# Exhibit A Proposal Transmittal Letter

**P S O M A S**

November 21, 2025

*Balancing the Natural and Built Environment*

Ms. Laura Tafoya  
Yolo County, Procurement Division  
120 W. Main Street, Suite C  
Woodland, CA 95695

**Subject: On-Call County Surveyor Services, Bid# RFP-2025-0039**

Dear Ms. Tafoya,

For more than a decade, Psomas has partnered with Yolo County to provide reliable, responsive County Surveyor services. From map checking to on-call surveying support, our team has worked side by side with County staff to maintain accuracy, efficiency, and compliance with local requirements. This collaboration has fostered a strong understanding of Yolo County's processes and priorities, allowing us to anticipate needs and deliver solutions that save time and reduce costs.

Building on this foundation, Psomas brings proven knowledge and a dedicated team, led by Stephen Williams, PLS, who has served as Yolo County Surveyor under the current on-call contract and will continue supporting the County.

- ▶ **Experience:** Psomas has 80 years of experience in Northern California
- ▶ **Yolo County Familiarity:** Currently providing Map Checking and On-Call Surveying Services to the County
- ▶ **Local Resources:** Our Roseville office will be the primary office providing both office and field support
- ▶ **Capacity:** 170+ surveying and mapping staff company-wide and 40+ in Northern California
- ▶ **Full Complement of Technological Tools:** Psomas possesses state-of-the-art survey tools that allow us to provide efficient, cost-effective, and quality services and products

The Psomas team has the specialized experience and technical competence for all phases of surveying and mapping indicated in the Request for Proposal. All contract and task order communications as well as QA/QC will be coordinated through Scott Bryant.

Steve Williams, PLS - Project Manager (Cell: 916.768.4316 / email: [stephen.williams@psomas.com](mailto:stephen.williams@psomas.com)), will continue to service this contract in the same capacity as he has over the past six years. Steve has extensive experience and a detailed understanding of the professional surveyor responsibilities required under this contract. Psomas will not be using subconsultants on this project.

As the primary point of contact I, Scott Bryant, will oversee all aspects—from field operations to office support—so they exceed your expectations. Please contact me with any questions you may have. I am authorized by the Corporation to sign contracts and obligate the firm to perform services as described in the Scope of Services.

**Primary Contact:** Scott Bryant, PLS, Vice President/Principal  
1410 Rocky Ridge Drive, Suite 300, Roseville, CA 95668  
Direct: 916.788.4835 | Cell: 916.201.1296  
email: [sbryant@psomas.com](mailto:sbryant@psomas.com)

1410 Rocky Ridge Drive  
Suite 300  
Roseville, CA 95668  
Tel 916.788.8122  
[www.Psomas.com](http://www.Psomas.com)

**P S O M A S**

Ms. Laura Tafoya  
November 21, 2025  
Page 2

This proposal is in response to RFP-2025-0039 posted on October 24, 2025. Psomas confirms that we have the capacity to meet any surveying and mapping demands required by the County and finds the standard contract language acceptable. The firm does not have any potential or actual conflicts of interest with the RFP requirements.

We're eager to keep supporting Yolo County and strengthening the trusted connection we've built over the years.

Sincerely,

**P S O M A S**

A handwritten signature in blue ink that reads "Scott A. Bryant". The signature is written in a cursive style with a large, stylized initial 'S'.

Scott Bryant, PLS  
Vice President/Principal  
Direct: 916.788.4835 | Cell: 916.201.1296  
email: sbryant@psomas.com

## Exhibit B Approach to Work

Psomas has provided County Surveyor services identical to those described in the RFP and we have an organizational system in place which provides effective and efficient execution of task orders. Stephen Williams, PLS, has served as Yolo County Surveyor under the current on-call contract and will continue to do so under the new on-call contract. He has extensive experience providing surveying services throughout the region and will be the primary point of contact. Psomas' survey team has based our approach and understanding of this RFP, in part on the following:

- ▶ Request for Proposal issued by The County Contract Manager.
- ▶ Working collaboratively with County Contract Manager prior to assignment of each task order, Psomas will evaluate each individual task order to discuss scope of work requirements and schedule. The proposal will include detail and clear information of survey tasks, budget, schedule, and deliverables. Being proactive at the front end of task orders has consistently resulted in time savings and reduced costs for our clients.
- ▶ Upon receipt of a task order contract, Psomas will assign a team of Professional Land Surveyors and, if necessary, support staff as their experience aligns with individual task orders. In this manner, we can provide appropriate technical resources for each task and complete them in a cost-effective and timely manner. All contact information will be provided to the County Contract Manager. A key component to our ability to meet the requirements of any task is our commitment to respond quickly to requests for personnel or technical support.



- ▶ Because of our extensive experience providing County Surveyor services, our staff has an effective workflow which produces thorough and timely reviews and comments on Records of Survey, Parcel and Final Maps, Lot Line Adjustments, Corner Records, Certificates of Corrections, Legal Descriptions and Plat Maps.
- ▶ **Monthly Progress Reports summarizing the tasks performed, timeline for task completion, budget status, and any new developments for the project will be delivered to the County Contract Manager.**

### Approach by Task

The following hypothetical tasks describe our project approach in various scenarios that we anticipate could occur during the duration of this contract.

#### Task 1 – Review of **Full Cost Recovery Record of Surveys, Parcel/ Subdivision Maps, or other Documents**

Psomas will provide verification of conditions of approval as well as the review of all parcel maps, subdivision maps, records of survey, lot line adjustments and certificates of compliance. Upon receipt of Task Order, Psomas will examine document package for completeness and notify the County Contract Manager of deficiencies prior to continuing review. Map Checking and verification will include review of survey documentation, lot and boundary closure calculations, dedications and easement provisions, legal descriptions and completeness and accuracy of data notations, coordination with surveyors and advise the County as necessary.

#### Task 2 – **Review of Flat Fee Records of Survey**

Psomas will provide surveying services for checking record of survey maps, as requested. Once documentation is received, Psomas will review the document for completeness and notify the County Contract Manager of any deficiencies prior to work continuing. Psomas will return mark ups and comments to the County or Applicant. Once records of surveys are corrected and approved, the Acting

County Surveyor will then stamp/sign the mylar and return the record of survey to the County for filing.

### Task 3 – Review of Corner Records, Certificates of Correction, Lot Line Adjustments, or other Documents

Psomas will provide surveying services for checking corner records, certificates of correction, lot line adjustments, or other documents as requested. Once documentation is received, Psomas will review the document for completeness and notify the County of any deficiencies prior to work continuing. Psomas will return mark ups and comments to the County or Applicant. Once documents are deemed correct, they will be stamped and returned to the County for filing.

### Task 4 – Additional Survey Services

We will provide other survey services as directed by the County Contract Manager. These services may include but are not limited to additional road and bridge design surveys, boundary surveys and staking, right-of-way determination, boundary surveys for townships, preparation of Corner Records or Records of Survey, review and approval of survey documents prepared by others and preparation of Plat Maps and Legal Descriptions for easement or parcel acquisitions by the County. Scope, fee, deliverables and time of performance to be established at time of task scoping.

## Quality Assurance and Quality Control



Quality Assurance and Quality Control (QA/QC) is an integral part of our entire professional service process. Psomas' Quality Assurance Procedures are utilized throughout the life of a project. Quality Assurance starts at the proposal and scope definition stage and continues through the completion of all assignments. Because of this strong program, Psomas maintains a high standard of professional service. Psomas has excellent QA/QC standards for field operations and office support that when followed correctly, the system's procedures and checks prevent gross errors or omissions from being generated, as a proper QA/QC should, and not a chaotic scramble to find errors

or omissions before they are sent out. To improve errors, omissions, and ambiguities in all submittals of legal descriptions, exhibits, plats, construction staking notes, cut sheets, and surveying work are limited to an absolute minimum, the responsibilities for technical review, peer review/coordination checking, and technical audit functions will be assigned to all of Psomas' Team members. Through a collective responsibility process, team members enjoy collective success and brainstorm problems as a team.

## Safety



Psomas has a corporate safety officer whose sole mission is to promote safety throughout our projects. Psomas has an "A" rated safety program that is documented by ISNetworld ([www.isnetworld.com](http://www.isnetworld.com)). This documented safety program maximizes the safety of our personnel and makes Psomas the surveyor of choice for selected projects requiring this documentation. Our field crews participate in documented weekly "tailgate" safety meetings, using Psomas' safety tailgate training documents that highlight safety issues and practices, appropriate for the work being performed.

## Psomas Subsurface Utility Locating Services



Psomas provides subsurface utility detection services throughout California for public agency clients. These services utilize ground penetrating radar, electro-magnetic locating, CCTV cameras, and other related technology and equipment to determine the existence and location of underground utilities. Using this technology, Psomas is able to minimize utility strikes to assist in public safety; decrease the likelihood of problems arising from inaccurate utility records, abandoned or unrecorded facilities, and lost references; allowing for better decisions to be made regarding design features such as placement of underground utility systems, footers, and foundations, while successfully avoiding conflicts with existing utilities; with the potential for project cost savings; by reducing utility relocations.

# Exhibit C Specialized Experience and Qualifications

Established in 1946 as a surveying firm, Psomas is a leading consulting firm providing public and private sector clients with services in surveying and mapping, geographic information systems, engineering, construction management, and environmental consulting. Psomas currently employs over 800 professionals in 18 offices throughout California, Arizona, Utah, Illinois, and Washington. Psomas has a traditional organization structure with a board of directors, chief executive officer, vice presidents, regional managers, managers, and staff. We have over 200 surveying, GIS, and photogrammetric staff firm-wide.

Markets served include transportation, water, site development and energy with the following services offered:

- ▶ Land surveying
- ▶ Unmanned Aerial Vehicle (UAV) mapping
- ▶ Civil engineering
- ▶ Site development engineering
- ▶ Transportation and traffic engineering
- ▶ Structural engineering
- ▶ Water and wastewater engineering
- ▶ Environmental planning and resource management
- ▶ Land planning and urban design
- ▶ Land use entitlements
- ▶ Construction management
- ▶ GIS consulting

## Surveying Professionals



In Northern California, more than 95% of our surveying work is comprised of agency (State, Federal, and local) site, transportation, utility, and flood control projects. Psomas' surveyors understand responsiveness, communication, coordination, flexibility, timeliness, quality, and budget adherence are the keys to successfully managing on-call contracts. We are experienced at coordinating between multiple agencies and utilities. Psomas has received numerous repeat on-call contracts for consecutive terms due to our team's ability to effectively oversee multiple assignments simultaneously and manage them to their successful completion.

## SURVEYING AND MAPPING ON-CALL CLIENTS



Psomas has been working with public works and municipal agencies since the firm's inception in 1946. We have been involved with multiple on-call agreements and are able to provide quality service and resources to projects of all sizes due to the firm's breadth of knowledge and deep personnel resource pool.

- ▶ Yolo County
- ▶ City of Lincoln
- ▶ Sacramento Suburban Water District (SSWD)
- ▶ Sacramento Regional County Sanitation District (Regional San)
- ▶ Sacramento Area Sewer District (SASD)
- ▶ Sacramento Area Flood Control Agency (SAFCA)
- ▶ City of Sacramento
- ▶ City of West Sacramento
- ▶ Sacramento Regional Transit District
- ▶ Sacramento County
- ▶ City of Richmond
- ▶ City of San Ramon
- ▶ City of Martinez
- ▶ Caltrans, District 4
- ▶ City of Elk Grove
- ▶ City of Roseville
- ▶ El Dorado County
- ▶ Placer County
- ▶ PG&E
- ▶ State of California, Department of General Services
- ▶ Placer County Water Agency
- ▶ Alpine Springs County Water District
- ▶ Town of Truckee
- ▶ County of San Joaquin
- ▶ City of Auburn
- ▶ Donner Summit Public Utility District
- ▶ California Department of Fish and Wildlife
- ▶ California Department of Water Resources

## Teamwork and Collaboration

We work as a team, through collaboration and brainstorming sessions, toward the common goal of providing quality projects for our clients. Our culture of open communication and mentorship not only produces better projects, but it also translates into a great working environment.

### Psomas Staffing Qualifications and Availability

The Psomas team has adequate staff to take on several task assignments. We have over 200 surveying, photogrammetric, mapping, scanning and GIS staff company-wide with 40+ of those staff being licensed land surveyors in the State of California.

Our experience is the key to our success. Psomas' Project Manager, Stephen Williams, will meet with you in person to understand the project and develop the most appropriate approach and scope for any given task order. Our in-house project management software provides our managers with the real-time status of the budget to make sure each task order stays within budget. Psomas field surveyors utilize various leading-edge technologies to perform their tasks efficiently and in a manner that is safe for the field staff and the public. Psomas' office staff provide skilled analysis and deliver products in various formats.



We have assessed our current and anticipated work commitments for our proposed key team members and we can confirm their availability and commitment for the duration of the project.

## Current and Past Work on Projects

Project Name	Staff on Project	Services Provided	Client
Yolo County Surveyor Services	Steve Williams PLS	Map checking and signing (Parcel Maps, Final Maps, Record of Survey, Corner Record reviews Lot Line Adjustment reviews, Abandonments)	Marvin Dinozo 530.666.8034
Town of Truckee Professional Surveyor Services	Steve Williams PLS	Review parcel and final maps, lot line adjustments, certificates of correction, and legal descriptions. Stamp and sign these documents as Town Surveyor	Mike Vaughn 530.582.7710
City of Lincoln Professional Surveyor Services	Steve Williams PLS	Review parcel and final maps, lot line adjustments, certificates of correction, and legal descriptions. Stamp and sign these documents as City Surveyor	Araceli Cazarez 916.434.2461
City of Auburn Professional Surveyor Services	Steve Williams PLS	Survey consultation, Parcel and Final map checking and signing	Chris Chiardella 530.823.4211
Placer County Survey On-Call	Steve Williams PLS	Boundary retracement surveys, topo surveys, utility surveys, legal descriptions and plats	Karen Boulais 530.886.4971 Hope Bostic 530.886.4928

### Capability to Support Proposed Work

The team of surveyors that support our Yolo area on-call clients are very familiar with the execution of survey task orders on short notice with quick turnaround times. Because of our experience performing the survey services listed in the RFQ, we know what methods and equipment to utilize to produce efficient and accurate work products. Psomas office surveyors are adept in the preparation of survey and mapping products in AutoCAD Civil 3D and we utilize the National CADD Standards layering system.

### Resources to Perform Work

Our award-winning projects are produced through innovation, creativity, and technical aptitude. We are proud to be in a profession that helps build sustainable communities and improves the quality of life in our neighborhoods. This is so ingrained in the Psomas culture that our motto is “balancing the natural and built environment.”

On the following page we have outlined our project experience with similar work to the County of Yolo over the last five years.

# Yolo County On-Call Surveying Services (2012-Present)

Yolo County, CA | County of Yolo

## Relevance to Project

- ▶ Providing identical services
- ▶ Relationships with County staff
- ▶ Familiarity with county processes and accounting and billing protocols
- ▶ Technical map checking
- ▶ Review maps for compliance with Conditions of Approval

Psomas currently provides surveying services including topographic surveys for design; boundary surveys and research for right of way identification and acquisition; quality assurance and quantity calculation surveys for construction; control surveys for design or construction; boundary surveys for townships; preparing of Record of Survey; and other surveys associated with operation, maintenance, and improvement of the Yolo County road and bridge network. Additionally,

periodic volume calculations for pay estimates for construction contracts have been needed. Services include control stakes, grade stakes, cross section surveys for volume calculations and property line surveying and staking.

Tasks have included:

- ▶ Yolo County Map Checking Services
- ▶ CR99 Design Topographic Surveying
- ▶ Old River Road Topographic Surveys
- ▶ CR22 - Old River Road Additional Mapping
- ▶ CR32B Design Topographic Surveys
- ▶ CR31 & CR95 Topographic Boundary & Design Topographic Surveys
- ▶ Yolo County CR31 & CR95 Construction As-Built Surveys
- ▶ CR12 Zamora Creek Bridge Design Surveys
- ▶ CS2014-001 - Clarksburg Area ROS
- ▶ CR23 Right of Way Staking
- ▶ ZF2014-0036 Villas at El Macero
- ▶ Yolo County On-Call Culvert Staking
- ▶ CS2014-0043 Saca Parcel Map
- ▶ CS2014-0028 Rehman Parcel
- ▶ CR25A - County to City Woodland Transferred



## PROJECT FEE

\$320,000 to date

## KEY PERSONNEL

- Scott Bryant, PLS  
Principal Surveyor
- Steve Williams, PLS  
Project Manager
- Jon Hose, PLS  
Project Surveyor

## REFERENCE

Marvin Dinozo  
Assistant Engineer  
County of Yolo  
530.666.8034  
marvin.dinozo@  
yolocounty.org



# City of Lincoln On-Call Surveying Services

City of Lincoln, CA | City of Lincoln

## Relevance to Project

- ▶ On-call professional survey services
- ▶ Technical map checking
- ▶ Review maps for compliance with Conditions of Approval
- ▶ Subdivision Map Act compliance

Psomas currently provides on-call professional survey services to the City of Lincoln, primarily involving survey maps and document reviews for private development projects and survey services.

Map checking under this contract involves a thorough technical review of the parcel

and final maps to verify that: industry standards for boundary surveying are met; encumbrances, as disclosed in the title report, have been considered; lot, block, and street delineations are mathematically correct; statements and dedications are accurate; Conditions of Approval have been addressed; and compliance with Subdivision Map Act, The Professional Surveyors Act and local ordinances.

Additional services provided include preparation/review of legal descriptions and plats, review of boundary line agreements, and general survey consultation on City projects.



### PROJECT FEE

\$19,500 to date

### KEY PERSONNEL

Steve Williams, PLS  
Project Manager

Jon Hose, PLS  
Project Surveyor

### REFERENCE

Araceli Cazarez  
Engineering Manager  
City of Lincoln  
916.434.2461  
araceli.cazarez@lincolnca.gov

# On-Call Surveying Services

Nevada County, CA | Nevada County Department of Public Works

## Relevance to Project

- ▶ On-Call Professional Survey Services
- ▶ Technical Map checking
- ▶ Review Maps for Compliance with Conditions of Approval
- ▶ Subdivision Map Act Compliance

Psomas currently provides on-call professional survey services to the Nevada, primarily involving survey maps and document reviews for private development projects and Map checking under this contract involves a thorough technical review of the parcel and final maps to verify that: industry standards for boundary

surveying are met; encumbrances, as disclosed in the title report, have been considered; lot, block, and street delineations are mathematically correct;

statements and dedications are accurate; Conditions of Approval have been addressed; and compliance with Subdivision Map Act, The Professional Surveyors Act and local ordinances.

Additional services provided include review of legal descriptions and plats, review of boundary line agreements, and general survey consultation on the County of Nevada projects.



### PROJECT FEE

\$45,000 to date

### KEY PERSONNEL

Steve Williams, PLS  
Project Manager

Jon Hose, PLS  
Project Surveyor

### REFERENCE

Patrick Perkins, PE  
Principal Civil Engineer  
Nevada County  
Department of Public  
Works  
530.265.1411  
patrick.perkins@co.nevada.ca.us

# On-Call Surveying Services

Truckee, CA | Town of Truckee



## Relevance to Project

- ▶ On-call professional survey services
- ▶ Technical map checking
- ▶ Review maps for compliance with Conditions of Approval
- ▶ Subdivision Map Act compliance

Psomas currently provides on-call professional survey services to the Town of Truckee, CA, primarily involving survey maps and document reviews for

private development projects and Map checking under this contract involves a thorough technical review of the parcel and final maps to verify that: industry standards for boundary surveying are met; encumbrances, as disclosed in the title report, have been considered; lot, block, and street delineations are mathematically correct; statements and dedications are accurate; Conditions of Approval have been addressed; and compliance with Subdivision Map Act, The Professional Surveyors Act and local ordinances.

Additional services provided include review of legal descriptions and plats, review of boundary line agreements, and general survey consultation on The Town of Truckee projects.

Recordation of Parcel Maps and Final Maps.

### PROJECT FEE

\$305,304 to date

### KEY PERSONNEL

Steve Williams, PLS  
Project Manager

Jon Hose, PLS  
Project Surveyor

### REFERENCE

Becky Bucar  
Town Engineer  
Town of Truckee  
10183 Truckee Airport  
Road  
Truckee, CA 96161  
530.582.7700  
bbucar@townoftruckee.  
com



# Exhibit D Project Team



**Yolo County**  
Department of Community Services

**PRINCIPAL SURVEYOR/  
QA/QC MANAGER**  
Scott Bryant, PLS\*  
PSOMAS

**PROJECT MANAGER**  
Stephen Williams, PLS\*  
PSOMAS



### Geospatial Services and Drones

Justin Magill  
PSOMAS

### Project Surveyors

Jon Hose, PLS\*  
Justin Lambert, PLS  
Mark Carter, PLS  
Michael Butler, PLS  
Kyle Calhoun, PLS  
Adam Foster, PLS  
PSOMAS

### Subsurface Utility Manager

Shawn Clark  
PSOMAS

### Office Surveyors

Peter Colombo, LSIT  
Mike Jimenez, LSIT  
Tiffany Carter, LSIT  
Cameron Mannon, LSIT  
Annie Maher  
PSOMAS

### CAD/GIS Technicians

Tim Schooss  
Manny Reyes  
PSOMAS

### Party Chiefs

John Stanowicz\*  
Lou Verilli  
Robert Zamora  
Kevin Heilman  
Ben Holmes  
Jeff Reese  
PSOMAS

### Drone Mapping Plot/ UAV Technician

Wyatt Peterson\*  
Bradley Hampshire  
Tim Schooss  
Robert Jacobson  
Justin Pendley  
PSOMAS

## Key Staff

To provide the full range of services needed to assist the County, Psomas is offering a pool of talented and experienced surveyors and field staff with a broad range of proficiencies. Our team will provide services out of our offices in Auburn, Sacramento, and Roseville. The design and construction capabilities of our team includes general right-of-way, boundary surveys, topographic surveys, construction staking, monitoring surveys, preparation of legal descriptions and plats, map checking, description and plat reviews, record research, survey reports, and professional recommendations and consulting. Detailed resumes for the proposed key team members with their experience, and applicable licenses, starting on page 13.

Currently Psomas supports several jurisdictions for on-call surveying needs. These include acting for cities or towns in the capacity of Land Surveyor performing map reviews and checks to confirm compliance with state and local regulations. In this capacity Psomas serves the County of Yolo, the City of Sacramento, the Town of Truckee, the City of South Lake Tahoe, Placer County, and the City of Auburn.

### Scott Bryant, PLS

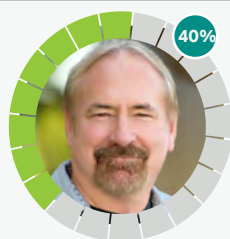
*Principal Surveyor/QA/QC Manager - Psomas*



Scott Bryant is the Psomas Survey Team Leader for all Northern California survey operations and responsible for maintaining prompt and thorough client service for public agency and utility clients in the Sacramento Region. He will collaborate with the Project Manager with the processing of task orders and project execution. He will make sure that the proper resources are available to the project team and that quality standards are followed throughout the production of the work product.

### Stephen Williams, PLS

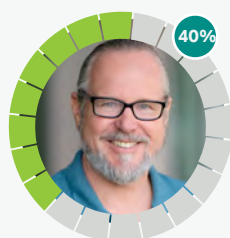
*Project Manager - Psomas*



Steve Williams has almost 50 years of experience in land surveying which includes all phases of surveying as Party Chief, Survey Field Supervisor, and Partner in a civil engineering firm. His experience includes small and large-scale subdivision maps, parcel maps, records of survey, boundary line adjustments/mergers, elevation certificates, legal descriptions, topographic mapping, ALTA surveys, GPS surveys, and construction layout for municipal, commercial, and residential projects. Steve also has extensive experience providing map checking and consultation services to municipalities throughout Northern California. Steve has been Psomas' main point of contact for our Yolo County Survey contract.

### Jon Hose, PLS

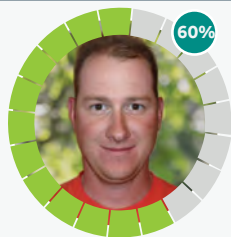
*Project Surveyor - Psomas*



Jon Hose has 30 years of experience in land surveying as a field surveyor, office surveyor, and Project Surveyor. He has worked extensively under Steve Williams providing map checking services to Yolo County and other municipalities and he is very adept at reviewing maps and survey documents in an efficient and thorough manner. He will continue in this role under this contract.

**John Stanowicz**

*Party Chief - Psomas*



John Stanowicz has 23 years of land surveying experience. His experience includes all aspects of field surveying including using the most current field equipment available. He has performed construction surveys, topographic surveys, boundary surveys, right of way surveys, ALTA surveys and other miscellaneous surveys.

**Wyatt Peterson**

*Drone Mapping Plot/UAV Technician - Psomas*



Wyatt Peterson has 12 years of experience as a Survey and LiDAR Technician. Wyatt is a Part 107 Remote Pilot and has completed MSHA (Mine Safety and Health Administration) Training. He co-authored a paper for the IMLF (International LiDAR Mapping Forum) "Updating USDA LiDAR Projects: Benefits, Challenges, Lessons Learned" He is a trained UAV/LiDAR operator and has written manuals for UAV/LiDAR operations, procedures, training, and safety.

**Designated Project Team**

Psomas will provide the designated project team, identified in this proposal, to the County. Departure or reassignment of, or substitution for, any member of the designated team shall not be made without the prior written approval of the County.

**Extensive Working Relationships**

Our team's collective experience spans all projects listed in the *Specialized Experience and Qualifications* section.



**SCOTT BRYANT, PLS***Principal Surveyor/QA/QC Manager – Psomas**Availability: 10%***REGISTRATION**1996/CA/Professional  
Land Surveyor/72282004/NV/Professional  
Land Surveyor/16767**EDUCATION**1991/BS/Surveying  
and Photogrammetry/  
California State  
University, Fresno**OFFICE LOCATION**

Roseville, CA

**EXPERIENCE**With Psomas for 28 years;  
with other firms for 7  
years

Scott Bryant has 35 years of land surveying experience and is responsible for successfully completing survey-related projects. His duties include client coordination, preparation and management of work plans, management of survey staff, project administration, quality assurance, and quality control. Scott has delivered projects that included specific survey tasks such as survey calculations, computer mapping in AutoCAD Civil 3D and MicroStation, writing legal descriptions, drafting exhibit maps, directing aerial photography, and aerial mapping operations. His knowledge also includes design surveys, boundary surveys, topographic surveys, high-precision geodetic GPS surveys, survey adjustments, parcel maps, records of survey, construction staking, right-of-way base maps and appraisal maps, and lot line adjustments.

**Experience****County of Yolo On-Call for Professional Survey Services – Yolo County, CA:**

As Principal Surveyor responsible for providing comprehensive surveying services that support the design, construction, and maintenance of the Yolo County road and bridge network. The project encompasses topographic and boundary surveys for design and right-of-way acquisition, control surveys for construction, and preparation of Records of Survey. Also manage periodic volume calculations for construction pay estimates, along with property line staking and layout tasks such as control stakes, grade stakes, and cross-section surveys. Through these efforts, we are facilitating accurate planning and execution for infrastructure projects.

**City of Elk Grove On-Call Surveying Services – Elk Grove, CA:** Principal Surveyor responsible for surveying and mapping services provided on this contract, which included design topographic surveys and mapping; aerial control surveys; digital aerial orthophotography and mapping; boundary and right-of-way research, surveys, and analysis; right-of-way engineering; preparation of legal descriptions and plats; construction staking; research, field ties, re-setting, and filing corner records for monument preservation on construction projects; preparation and filing of records of survey; and setting benchmarks.

**City of Lincoln Digital Verification and Map Checking – Lincoln, CA:** Project Manager under contract with the City of Lincoln acting as their agent to verify that the digital submittal of civil improvements plans are referenced to the City of Lincoln horizontal datum.

**Pacific Gas & Electric (PG&E) On-Call Survey Open-End Contract – Northern California, CA:** Project Manager responsible for providing all aspects of surveying services over PG&E's entire operating area in California. Types of surveying completed to date have included boundary surveys, utility surveys, right-of-way surveys, legal description and plat preparation, title and easement review, record map preparation, topographic surveys, ALTA surveys, plan and profile mapping, bathymetric surveys and in-depth utility research and discovery.

## STEPHEN WILLIAMS, PLS

Project Manager – Psomas

Availability: 40%

**REGISTRATION**1992/CA/Professional  
Land Surveyor/6878**EDUCATION**1991/Coursework/  
Land Surveying  
and Mathematics/  
Sacramento City College1982/Coursework/  
Land Surveying and  
Mathematics/ American  
River College**OFFICE LOCATION**

Roseville, CA

**EXPERIENCE**With Psomas for 8 years;  
with other firms for 40  
years

Stephen Williams has almost 50 years of experience in land surveying which includes all phases of surveying as, Party Chief, Survey Field Supervisor, and Partner in a civil engineering firm. His experience includes small and large-scale subdivision maps, parcel maps, records of survey, boundary line adjustments/mergers, elevation certificates, legal descriptions, topographic mapping, ALTA surveys, GPS surveys, and construction layout for municipal, commercial, and residential projects. Steve also has extensive experience providing map checking and consultation services to municipalities throughout Northern California. Stephen is currently under contract as County Surveyor for Yolo County, City Surveyor for the Cities of Lincoln, Auburn, South Lake Tahoe, and Town Surveyor for the Town of Truckee. Stephen is responsible for the review, comments, and signature of Records of Surveys, parcel maps, final maps, corner records and other documents as being technically correct.

**Experience**

**Map Checking and Survey Consultation Services – Northern CA:** Project Manager responsible for providing on-call reviews of record of surveys, corner records, parcel and final maps, certificate of corrections, lot line adjustments, and lot mergers for the following entities:

- ▶ County of Yolo
- ▶ Town of Truckee
- ▶ City of Lincoln
- ▶ City of Auburn

**Burton Creek County Complex Mapping – Placer County, CA:** Project Manager responsible for the production of topographic and land coverage mapping for this 9-acre complex in North Lake Tahoe, CA. The project included sectional boundary retracement survey, orthophotography and aerial mapping, development of a land coverage map for the County's application to Tahoe Regional Planning Agency (TRPA).

**Homewood Village Resorts - Boundary Line Adjustments and ALTA – Placer County, CA:** Project Manager responsible for field surveys and office services to provide, prepare and process boundary line adjustments through Placer County for multiple parcels and provide ALTA survey for the site.

**Hewlett-Packard Campus Oaks Master Plan – Roseville, CA:** Project Manager responsible for providing surveying services to process a large lot tentative map subdivision map for the Hewlett Packard property. Prepared and processed through the City of Roseville Annexation Maps for the project. Services also included construction staking and topographic surveys.

**JON HOSE, PLS**

Project Surveyor – Psomas

Availability: 40%

**REGISTRATION**2013/CA/Professional  
Land Surveyor/9035**EDUCATION**1990/BA/  
Communications/  
California State  
University, Sonoma**OFFICE LOCATION**

Auburn, CA

**EXPERIENCE**With Psomas for 7 years;  
with other firms for 26  
years

Jonathan Hose has 30 years of experience in land surveying as a field surveyor, party chief and office manager. Skills include: map checking for parcel maps, final maps, record of survey, lot line adjustment, and legal descriptions; records research; preparation of record maps; topographic surveys, and legal descriptions. His ability to utilize programs such as AutoCAD and Bluebeam in the preparation and review of survey documents leads to efficient and timely deliverables to our clients.

**Experience****County of Yolo On-Call for Professional Survey Services – Yolo County, CA:**

Project Surveyor responsible for reviewing and documenting map submittals made to the County for conformance to survey standards, parcel geometry accuracies, and overall completeness. Jon has performed map checking on parcel maps, final maps, and record of surveys. Jon collaborates with internal Psomas staff to make sure that our map checking services are performed professionally and efficiently.

**Town of Truckee On-Call Professional Survey Services – Truckee, CA:** Project Surveyor responsible for checking survey maps and documents such as lot line adjustments, boundary line agreements, annexations, legal descriptions for easement and fee conveyances, and boundary surveys.

**City of Lincoln On-Call for Professional Survey Services – Lincoln, CA:** Project Surveyor responsible for reviewing and documenting map submittals made to the City for conformance to survey standards, parcel geometry accuracies, and overall completeness. Jon has reviewed large lot subdivision maps, complex residential final maps, and parcel maps often with accelerated schedules to accommodate development of these projects.

**Sacramento Area Flood Control Agency (SAFCA) Natomas Levee Improvement Program – Sacramento and Sutter Counties, CA:**

Project Surveyor for this levee project involving 42+ miles of State and Federal levees and County roads of the Natomas Basin. Services included establishing survey control to Second Order, Class II specifications; providing orthophotography; performing topographic surveys; 1"= 40' base mapping with 1-foot contours, utility surveys; performing boundary surveys, analysis, and land net maps preparation; preparation of right-of-way strip maps, descriptions and exhibits for 200+ acquisitions and land transfers; construction survey support; monitoring; GIS database development, and eminent domain proceedings support.

# JOHN STANOWICZ

Party Chief - Psomas

Availability: 60%



## OFFICE LOCATION

Roseville, CA

## EXPERIENCE

With Psomas for 24 years

John Stanowicz has 24 years of land surveying experience. His experience includes all aspects of field surveying including using the most current field equipment available. He has performed construction surveys, topographic surveys, boundary surveys, right of way surveys, ALTA surveys and other miscellaneous surveys.

## Experience

**County of Yolo CR31 & 32 Reconstruction – Yolo County, CA:** Party Chief responsible for design level topographic survey along County Road 31 from County Road 93A to County Road 98 and along County Road 32 from County Road 93A to Interstate 505. Services included design level topographic base-mapping within the road right-of-way, including underground and overhead utilities, drainage facilities, road signage, road striping, fencing, edge of pavement, ditches and property monumentation. Prepare LandNet using found property monumentation along both road alignments including road right-of-way and adjoining property lines.

**Burton Creek County Complex Mapping – Placer County, CA:** Party Chief the project which included sectional boundary retracement survey, orthophotography and aerial mapping, development of a land coverage map for the County's application to Tahoe Regional Planning Agency (TRPA).

**Sacramento Area Flood Control Agency (SAFCA) Natomas Basin Project – Sacramento County, CA:** Party Chief for the federally-funded portion of the Natomas Levee Improvement Program, which is a continuation of levee, drainage, irrigation, and utility improvements. Psomas is the agency surveyor for SAFCA and is responsible for assisting in the topographic mapping, right-of-way surveys, and acquisition support, including preparation of right-of-way strip maps, appraisal exhibits and legal descriptions, and exhibit plats in accordance with State standards. Communication, integration, and coordination play a big role as multiple data sources are utilized across the various agencies involved.

**SAFCA On-Call Task Order #1-American River Common Feature, Lower American River Erosion Repair – Sacramento County, CA:** Party Chief for the boundary surveys and land net mapping, existing easement delineation, new easement delineation, mapping and legal descriptions, support for land appraisals and real estate acquisitions, coordination between project stakeholders including California Department of Water Resources, California State Lands Commission, Sacramento County Parks, and USACE. This project involved extensive water boundary surveys along the American river to establish the jurisdictional boundary of the sovereign lands of the State of California.

# WYATT PETERSON

Drone Mapping Plot/UAV Technician – Psomas

Availability: 60%



## CERTIFICATIONS

Certified Remote Pilot,  
Part 107 License/  
Federal Aviation  
Administration/3930051

## EDUCATION

/Coursework/GIS/  
Evergreen Community  
College

/Coursework/IT/  
California State  
University, Monterey Bay

## OFFICE LOCATION

Roseville, CA

## EXPERIENCE

With Psomas for 5 years;  
with other firms for 13  
years

Wyatt Peterson has 12 years of experience as a Survey and LiDAR Technician. Wyatt is a Part 107 Remote Pilot and has completed MSHA (Mine Safety and Health Administration) Training. He co-authored a paper for the IMLF (International LiDAR Mapping Forum) "Updating USDA LiDAR Projects: Benefits, Challenges, Lessons Learned" He is a trained UAV/LiDAR operator and has written manuals for UAV/LiDAR operations, procedures, training, and safety.

## Experience

### **Sacramento Area Flood Control Agency (SAFCA) Natomas Basin Project –**

**Sacramento County, CA:** LiDAR Technician for the federally-funded portion of the Natomas Levee Improvement Program, which is a continuation of levee, drainage, irrigation, and utility improvements. Psomas is the agency surveyor for SAFCA and is responsible for assisting in the topographic mapping, right-of-way surveys, and acquisition support, including preparation of right-of-way strip maps, appraisal exhibits and legal descriptions, and exhibit plats in accordance with State standards. Communication, integration, and coordination play a big role as multiple data sources are utilized across the various agencies involved.

### **SR-91 Between SR-55 and Lakeview Avenue – Orange County, CA:**

LiDAR Technician to provide survey for the PS&E Phase of this 1.6-mile project. The purpose of the project is to add one general purpose lane on eastbound SR-91 between SR-57 and SR-55. In addition, the proposed project will make operational improvements including reconstructing ramps, bridges, and connectors, from west of State College Boulevard to east of Lakeview Avenue.

### **Brightline West Land Surveying Services – Various Locations, CA:**

LiDAR Technician for engineering surveys throughout this 130-mile corridor within the California portion of the project. Brightline West is a private venture proposal to build a privately funded high-speed rail passenger train in the Western United States between Apple Valley, California and Las Vegas, Nevada. Some of the engineering surveys include 130 miles of differential levels, GPS Control Surveys, 1-15 alignment establishment, bridge surveys, hydraulic surveys, static scan of multiple interchanges, and LiDAR aerial mapping, design surveys and boundary retracement surveys. Coordination with Caltrans District 8 ROWE and Surveys, Bureau of Land Management (BLM) and various Cities within project limits.

# Exhibit C: Approved Cost Proposal & Schedule of Rates

Local Assistance Procedures Manual

EXHIBIT 10-H2

## EXHIBIT G Cost Proposal

EXHIBIT 10-H2 COST PROPOSAL Page 1 of 3

SPECIFIC RATE OF COMPENSATION

Note: Mark-ups are Not Allowed

PSOMAS

Prime Consultant

Subconsultant

2nd Tier Subconsultant

Project No. \_\_\_\_

Contract No. County of Yolo

Participation Amount \$\_\_

Date 11/25/2025

For Combined Rate	Fringe Benefit 69.19% + General & Administrative 117.53%	=	186.72%	Combined ICR%
OR				
For Home Office Rate	Fringe Benefit % + General & Administrative %	=	0.00%	Home Office ICR%
For Field Office Rate	Fringe Benefit % + General & Administrative %	=	0.00%	Field Office ICR%
Fee		=	10%	

**BILLING INFORMATION**

**CALCULATION INFORMATION**

Name/Job Title/Classification <sup>1</sup>	Hourly Billing Rates <sup>2</sup>			Effective Date of Hourly Rate		Actual or Avg. Hourly Rate <sup>3</sup>	% or \$ Increase	Hourly Range - for Classifications Only	
	Straight	OT(1.5x)	OT(2x)	From	To				
Scott Bryant/Principal Surveyor	\$308.77	N/A	N/A	2/15/2026	2/14/2027	\$97.90	4%	Key Team Member	non pw/exempt
	\$321.13	N/A	N/A	2/15/2027	2/14/2028	\$101.82	4%		
Exempt	\$333.97	N/A	N/A	2/15/2028	2/14/2029	\$105.89	4%		
Steve Williams/ Project Manager	\$206.77	N/A	N/A	2/15/2026	2/14/2027	\$65.56	4%	Key Team Member	non pw/exempt
	\$215.03	N/A	N/A	2/15/2027	2/14/2028	\$68.18	4%		
Exempt	\$223.64	N/A	N/A	2/15/2028	2/14/2029	\$70.91	4%		
Jon Hose/Project Surveyor	\$154.32	\$231.48	\$308.64	2/15/2026	2/14/2027	\$48.93	4%	Key Team Member	non pw/non exempt
	\$160.50	\$240.75	\$321.01	2/15/2027	2/14/2028	\$50.89	4%		
Non-Exempt	\$166.94	\$250.41	\$333.87	2/15/2028	2/14/2029	\$52.93	4%		
Surveyor IV/TBD	\$198.26	\$297.38	\$396.51	2/15/2026	2/14/2027	\$62.86	4%	\$175/hr-\$200/hr	non pw/non exempt
	\$206.17	\$309.26	\$412.34	2/15/2027	2/14/2028	\$65.37	4%		
Non-Exempt	\$214.40	\$321.61	\$428.81	2/15/2028	2/14/2029	\$67.98	4%		
Surveyor III/TBD	\$160.85	\$241.27	\$321.70	2/15/2026	2/14/2027	\$51.00	4%	\$140/hr-\$180/hr	non pw/non exempt
	\$167.28	\$250.93	\$334.57	2/15/2027	2/14/2028	\$53.04	4%		
	\$173.97	\$260.96	\$347.94	2/15/2028	2/14/2029	\$55.16	4%		
Surveyor II/TBD	\$137.10	\$205.65	\$274.20	2/15/2026	2/14/2027	\$43.47	4%	\$120/hr-\$145/hr	non pw/non exempt
	\$142.59	\$213.88	\$285.18	2/15/2027	2/14/2028	\$45.21	4%		
	\$148.30	\$222.45	\$296.59	2/15/2028	2/14/2029	\$47.02	4%		
Surveyor I/TBD	\$114.49	\$171.73	\$228.97	2/15/2026	2/14/2027	\$36.30	4%	\$110/hr-\$125/hr	non pw/non exempt
	\$119.06	\$178.59	\$238.12	2/15/2027	2/14/2028	\$37.75	4%		
	\$123.82	\$185.73	\$247.65	2/15/2028	2/14/2029	\$39.26	4%		
Project Administrator	\$126.16	\$189.24	\$252.31	2/15/2026	2/14/2027	\$40.00	4%	\$110/hr-\$150/hr	non pw/non exempt
	\$131.20	\$196.80	\$262.41	2/15/2027	2/14/2028	\$41.60	4%		
	\$136.44	\$204.66	\$272.88	2/15/2028	2/14/2029	\$43.26	4%		

# Exhibit C: Approved Cost Proposal & Schedule of Rates

## BILLING INFORMATION

## CALCULATION INFORMATION

Name/Job Title/Classification'	Hourly Billing Rates²			Effective Date of Hourly Rate		Actual or Avg. Hourly Rate¹	% or \$ Increase	Hourly Range - for Classifications Only
	Straight	OT(1.5x)	OT(2x)	From	To			
2-Person Survey Crew	\$361.53	\$542.30	\$723.07	2/15/2026	2/14/2027	\$114.63	4%	Prevailing Wage
	\$376.01	\$564.02	\$752.02	2/15/2027	2/14/2028	\$119.22	4%	
Non-Exempt	\$391.05	\$586.58	\$782.11	2/15/2028	2/14/2029	\$123.99	4%	

**NOTES:**

1. Key personnel must be marked with an asterisk (\*) and employees that are subject to prevailing wage requirements must be marked with two asterisks (\*\*). All costs must comply with the Federal cost principles. Subconsultants will provide their own cost proposals.
2. The cost proposal format shall not be amended.
3. Billing rate = actual hourly rate \* (1+ ICR) \* (1+ Fee). Indirect cost rates shall be updated on an annual basis in accordance with the consultant's annual accounting period and established by a cognizant agency or accepted by Caltrans. All costs must comply with the Federal cost principles for reimbursement.
4. For named employees and key personnel enter the actual hourly rate. For classifications only, enter the Average Hourly Rate for that classification.

# Exhibit C: Approved Cost Proposal & Schedule of Rates

## EXHIBIT 10-H2 COST PROPOSAL Page 2 of 3

SPECIFIC RATE OF COMPENSATION (USE FOR ON-CALL OR AS-NEEDED CONTRACTS)  
(CONSTRUCTION ENGINEERING AND INSPECTION CONTRACTS)

Consultant PSOMAS

Prime Consultant

Subconsultant

Project No. \_\_\_\_\_

Contract No. \_\_\_\_\_

Date 11/25/2025

<b>SCHEDULE OF OTHER DIRECT COST ITEMS (Add additional pages as necessary)</b>				
Description of Item	Quantity	Unit	Unit Cost	Total
Mileage Costs	-		\$0.00	\$0.00
Equipment Rental and Supplies	-		\$0.00	\$0.00
Permit Fees	-		\$0.00	\$0.00
Plan Sheets	-		\$0.00	\$0.00
Test	-		\$0.00	\$0.00
Vehicle	-		\$0.00	\$0.00
Subconsultant 1:				\$0.00
Subconsultant 2:				\$0.00
Subconsultant 3:				\$0.00
Subconsultant 4:				\$0.00
Subconsultant 5:				\$0.00

Note: Add additional pages if necessary.

- NOTES:
1. List other direct cost items with estimated costs. These costs should be competitive in their respective industries and supported with appropriate documentation.
  2. Proposed ODC items should be consistently billed regardless of client and contract type.
  3. Items when incurred for the same purpose, in like circumstance, should not be included in any indirect cost pool or in the overhead rate.
  4. Items such as special tooling, will be reimbursed at actual cost with supporting documentation (invoice).
  5. Items listed above that would be considered "tools of the trade" are not reimbursable as other direct cost.
  6. Travel related costs should be pre-approved by the contracting agency and shall not exceed current State Department of Personnel Administration rules.
  7. If mileage is claimed, the rate should be properly supported by the consultant's calculation of their actual costs for company vehicles. In addition, the miles claimed should be supported by mileage logs.
  8. If a consultant proposes rental costs for a vehicle, the company must demonstrate that this is its standard procedure for all of their contracts and that they do not own any vehicles that could be used for the same purpose.
  9. The cost proposal format shall not be amended. All costs must comply with the Federal cost principles.
  10. Add additional pages if necessary.
  11. Subconsultants must provide their own cost proposals.

EXHIBIT 10-H2 COST PROPOSAL Page 3 of 3

**Certification of Direct Costs:**

I, the undersigned, certify to the best of my knowledge and belief that all direct costs identified on the cost proposal(s) in this contract are actual, reasonable, allowable, and allocable to the contract in accordance with the contract terms and the following requirements:

- 7. Generally Accepted Accounting Principles (GAAP)
- 8. Terms and conditions of the contract
- 9. [Title 23 United States Code Section 112](#) - Letting of Contracts
- 10. [48 Code of Federal Regulations Part 31](#) - Contract Cost Principles and Procedures
- 11. [23 Code of Federal Regulations Part 172](#) - Procurement, Management, and Administration of Engineering and Design Related Service
- 12. [48 Code of Federal Regulations Part 9904 - Cost Accounting Standards Board](#) (when applicable)

All costs must be applied consistently and fairly to all contracts. All documentation of compliance must be retained in the project files and be in compliance with applicable federal and state requirements. Costs that are noncompliant with the federal and state requirements are not eligible for reimbursement.

**Prime Consultant or Subconsultant Certifying:**

Name: Scott Bryant Title\*: Vice President

Signature :  Date of Certification (mm/dd/yyyy): 11/25/2025

Email: sbryant@psomas.com Phone Number: 916-201-1296

Address: 1410 Rocky Ridge Dr., #300, Roseville, CA 95661

\* An individual executive or financial officer of the consultant’s or subconsultant’s organization at a level no lower than a Vice President or a Chief Financial Officer, or equivalent, who has authority to represent the financial information utilized to establish the cost proposal for the contract.

List services the consultant is providing under the proposed contract:

Technical Consulting Land Surveying & Mapping
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**Yolo County Department of Community Services**  
**Work Proposal Form for Long Form or Short Form Agreements**  
**(County Surveyor Services with Psomas)**  
 Agreement Number: 202X-XXX

Type of Service: County Surveyor Services

Consultant Name: \_\_\_\_\_

Project Description: Project Name (x sheets)

County's Additional Work Project Number: WP-CSxx Consultant's Project No: \_\_\_\_\_

Contract Task No: \_\_\_\_\_ Fund No: \_\_\_\_\_ Budget No: \_\_\_\_\_ Account No: \_\_\_\_\_

Completion Date: \_\_\_\_\_ Vendor No: \_\_\_\_\_ Work Order No: PWXXXX-XXX Cost Center: \_\_\_\_\_

Estimated Hours and Cost Proposal (not including contingency)					
Task No:	Task Description	Projected Hours	Cost Per Hour/Item	Average Cost?	Projected Costs
CSXX.1	Project Name (x sheets)	0.0			
<b>Total Hours</b>		<b>0.0</b>	<b>TOTAL NOT TO EXCEED COST (excludes contingency)</b>		<b>\$5,000.00</b>

Additional Services/Contingency Estimated Hours and Costs					
Task	Task Description	Projected Hours	Cost Per Hour/Item	Average Cost?	Projected Costs
					\$0.00
					\$0.00
					\$0.00
<b>Total Hours</b>		<b>0</b>	<b>TOTAL CONTINGENCY COSTS</b>		<b>\$0.00</b>

Percent Retention as per Agreement: \_\_\_\_\_ Amount of Retention Withheld to Date: \$0.00

FY 2020/21 Contract Amount + Counting: \_\_\_\_\_ - Total Contract Amount (5 yrs): \_\_\_\_\_

FY 2020/21 Spent to Date: \_\_\_\_\_ - Total Contract Spent to Date: \_\_\_\_\_

Note: Project Name (x sheets)

\_\_\_\_\_  
 Consultant, Approval

\_\_\_\_\_  
 Date

\_\_\_\_\_  
 County Contract Manager Recommendation for Approval

\_\_\_\_\_  
 Date

\_\_\_\_\_  
 County Approval  
 Director, Public Works

\_\_\_\_\_  
 Date