

STATE OF CALIFORNIA  
**NON-DISCRIMINATION CERTIFICATION**  
 DGS OFAM 203 (Revised 08/2019)

DEPARTMENT OF GENERAL SERVICES  
 OFFICE OF FLEET AND ASSET MANAGEMENT

Donee Organization	Mailing Address	City	State	Zip Code
County of Humboldt	825 Fifth Street	Eureka	CA	95501

**ASSURANCE OF COMPLIANCE WITH GSA REGULATIONS UNDER TITLE VI OF THE CIVIL RIGHTS ACT OF 1964, SECTION 606 OF TITLE VI OF THE FEDERAL PROPERTY AND ADMINISTRATIVE SERVICES ACT OF 1949, AS AMENDED, SECTION 504 OF THE REHABILITATION ACT OF 1973, AS AMENDED, TITLE IX OF THE EDUCATION AMENDMENTS OF 1972, AS AMENDED AND SECTION 303 OF THE AGE DISCRIMINATION ACT OF 1975**

County of Humboldt \_\_\_\_\_, (hereafter called the "donee"),  
 Name of Donee Organization

HEREBY AGREES THAT the program for or in connection with which any property is donated to the donee will be conducted in compliance with, and the donee will comply with and will require any other person (any legal entity) who through contractual or other arrangements with the donee is authorized to provide services or benefits under said program to comply with, all requirements imposed by or pursuant to the regulations of the General Services Administration (41 CFR 101-6.2) issued under the provisions of Title VI of the Civil Rights Act of 1964, Section 606 of Title VI of the Federal Property and Administrative Services Act of 1949, as amended, Section 504 of the Rehabilitation Act of 1973, as amended, Title IX of the Education Amendments of 1972, as amended, and Section 303 of the Age Discrimination Act of 1975, to the end that no person in the United States shall on the ground of race, color, national origin, sex, or age, or that no otherwise qualified handicapped person shall solely by reason of the handicap, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program or activity for which the donee received Federal assistance from the General Services Administration; and HEREBY GIVES ASSURANCE THAT it will immediately take any measures necessary to effectuate this agreement.

The donee further agrees that this agreement shall be subject in all respects to the provisions of said regulations; that this agreement shall obligate the donee for the period during which it retains ownership or possession of any such property; that the United States shall have the right to seek judicial enforcement of this agreement; and, this agreement shall be binding upon any successor in interest of the donee and the word "donee" as used herein includes any such successor in interest.

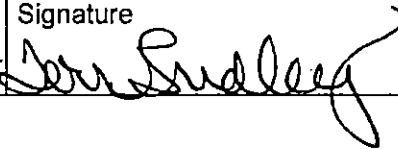
Donee Organization County of Humboldt	President/Chairman of the Board or comparable authorized official Rex Bohn, Chair
Signature 	Date 12/16/19

STATE OF CALIFORNIA  
**RACIAL AND NATIONAL ORIGINS  
 CERTIFICATION**  
 DGS OFAM 204 (Revised 08/2019)

DEPARTMENT OF GENERAL SERVICES  
 OFFICE OF FLEET AND ASSET MANAGEMENT

Pursuant to Federal Regulation 28 C.F.R. §§ 42.401 - 42.415, a recipient is mandated to report to the Federal Government the racial and national origins of all persons within your service area. You are therefore asked to supply the Office of Fleet and Asset Management with the race and national origins of individuals you serve in your service area (it may be helpful to refer to the U.S. Census to determine the racial makeup of your service area on American FactFinder at <https://factfinder.census.gov/faces/nav/jsf/pages/index.xhtml>). This form must be completed and returned with the rest of the eligibility packet in order to qualify for the Federal Surplus Property Program. Your answers on this form in no way affect your eligibility; however, not returning the form will delay the processing of your application.

American Indian or Alaskan Native:	<u>5.7</u> %	Persons having origins in any of the tribal people of North America, and who maintain cultural identification through tribal affiliation or community recognition.
Asian/ Pacific Islander:	<u>2.2</u> %	Persons having origins in any of the original peoples of the far east, Southeast Asia, Pacific Islands, or the Indian Subcontinent. This includes China, Japan, Korea, The Philippines, and Samoa.
Black	<u>1.1</u> %	Persons having origins in any of the black racial groups of Africa.
Hispanic:	<u>9.8</u> %	Persons of Mexican, Puerto Rican, Cuban, Central or South American, or other Spanish culture or origin, regardless of race.
White:	<u>81.7</u> %	Persons having origins in any of the original people of Europe, North Africa, or the Middle East.
Other (specify):	<u>.03</u> %	<u>Native Hawaiian/Pacific Islander</u>

Name	Title	Signature	Date
Teri Gridley	Legal Ofc. Svcs. Manager		11/25/19

**Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion – Lower Tier Covered Transactions**

This certification is required by the General Services Administration regulations implementing Executive Order 12549-41 Code of Federal Regulations (CFR) 105-68 – for all lower tier transactions meeting the requirements stated at 41 CFR 105-68.110.

**Instructions for Certification**


1. By signing and submitting this proposal, the prospective lower tier participant is providing the certification set out below.
2. The certification in this clause is a material representation of fact upon which reliance was placed when this transaction was entered into. If it is later determined that the prospective lower tier participant knowingly rendered an erroneous certification, in addition to other remedies available to the Federal Government, the department of agency with which this transaction originated may pursue available remedies, including suspension and/or debarment.
3. The prospective lower tier participant shall provide immediate written notice to the person to whom this proposal is submitted if at any time the prospective lower tier participant learns that its certification was erroneous when submitted or had become erroneous by reason of changed circumstances.
4. The terms "covered transaction," "debarred," "suspended," "ineligible," "lower tier covered transaction," "participant," "person," "primary covered transaction," "principal," "proposal," and "voluntarily excluded," as used in this clause, have the meanings set out in the Definitions and Coverage section of rule implementing Executive Order 12549. You may contact the person to which this proposal is submitted for assistance in obtaining a copy of those regulations.
5. The prospective lower tier participant agrees by submitting this proposal that, should the proposed covered transaction be entered into, it shall not knowingly enter into any lower tier covered transaction with a person who is proposed for debarment under 48 CFR part 9, subpart 9.4, debarred, suspended, declared ineligible, or voluntarily excluded from participation in this covered transaction, unless authorized by the department or agency with which this transaction originated.
6. The prospective lower tier participant further agrees by submitting this proposal that it will include this clause titled "Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion – Lower Tier Covered Transaction," without modification, in all lower tier covered transactions and in all solicitation for lower tier covered transactions.



7. A participant in a covered transaction may rely upon a certification of a prospective participant in a lower tier covered transaction that it is not proposed for debarment under CFR part 9, subpart 9.4, debarred, suspended, ineligible, or voluntarily excluded from covered transactions, unless it knows that the certification is erroneous. A participant may decide the method and frequency by which it determines the eligibility of its principals. Each participant may, but is not required to, check the List of Parties Excluded from Federal Procurement and Non-Procurement Programs.
8. Nothing contained in the foregoing shall be construed to require establishment of a system of records in order to render in good faith the certification required by this clause. The knowledge and information of a participant is not required to exceed that which is normally possessed by a prudent person in the ordinary course of business dealings.
9. Except for transactions authorized under paragraph 5 of these instructions, if a participant in a covered transaction knowingly enters into a lower tier covered transaction with a person who is proposed for debarment under 48 CFR part 9, subpart 9.4, suspended, debarred, ineligible, or voluntarily excluded from participation in this transaction, in addition to other remedies available to the Federal Government, the department or agency with which this transaction originated may pursue available remedies, including suspension and/or debarment.

**Certification**

- (1) The prospective lower tier participant certifies, by submission of this proposal, that neither it nor its principals is presently debarred, suspended, proposed for debarment, declared ineligible or voluntarily excluded from participation in this transaction by any Federal department or agency.
- (2) Where the prospective lower tier participant is unable to certify to any of the statements in this certification, such prospective participant shall attach an explanation to this proposal.

Name of Donee Applicant	
County of Humboldt	
Name and Title of Authorized Representative	
<i>Rex Bohn, Chair Board of Supervisors</i>	
Signature	Date
	<i>12/16/19</i>

## County Administrative Office (CAO)

### Mission Statement

The office is organized around a team concept. The basic duties of support for the county's budgetary and legislative function that were formerly known as the "County Administrative Office" are now called the CAO-Management and Budget Team. The entire office has participated in development of values, vision and mission statements in preparation for work as a high performance organization.

The vision of the County Administrative Office is to L-E-A-D the organization through:

- Learning
- Excelling
- Achieving
- Daring to be different

The office strives to foster the values of R-E-S-P-E-C-T:

- Reaching for innovative solutions
- Engaging in ethical behavior
- Serving the public and exceeding their expectations
- Promoting teamwork and collaboration
- Encouraging and enabling others to grow
- Creating a positive work environment
- Taking responsibility for our actions

Our mission is to:

- Support our community's needs through:
  - Unparalleled service
  - Participatory leadership
  - Professional growth
  - Optimal management of resources
  - Responsible policies and procedures
  - Teamwork

### ADA Compliance

This ADA Compliance Division of the County Administrative Office is responsible for managing the county's compliance with the requirements of Title II of the Americans with Disabilities Act of 1990 ("ADA").

### Communications

This division of the County Administrative Office is responsible for managing the county's utilities, radio and telephone systems, and cable television franchises.

### Economic Development

The county Economic Development Team plays a key role in economic development by convening business leaders in the target industries, listening to their needs, advocating for those needs, garnering resources to address target industry priorities, and facilitating collaboration among leaders and agencies to address those priorities.

### Information Technology

Information Technology is responsible for the operation and integrity of the county's information infrastructure, which includes the network, servers and databases, desktop computers, and business applications.

### Management & Budget

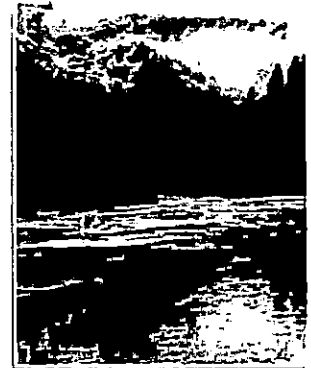
The Management and Budget Team assists the Board of Supervisors in development and implementation of policies among other things.

### Purchasing & Disposition

It is the purpose of the Purchasing and Disposition Team to maintain continuity of supplies and services to support county departments enabling them to provide services to the public and to purchase at the lowest cost consistent with the quality and quantity required.

### Measure Z Information

Due to budget constraints, sheriff's patrols have been greatly reduced across Humboldt County, meaning it can sometimes take several hours for a sheriff's deputy to respond to a call. Measure Z can provide the funds we need to expand patrols, maintain emergency 9-1-1 response times, and make sure calls about violent or property crimes are responded to promptly.



## Contact Us

County Administrative Office

[Email](#)

Physical Address

[View Map](#)

825 5th St.  
Room 112  
Eureka, CA 95501

[Directions](#)

Phone: 707-445-7266

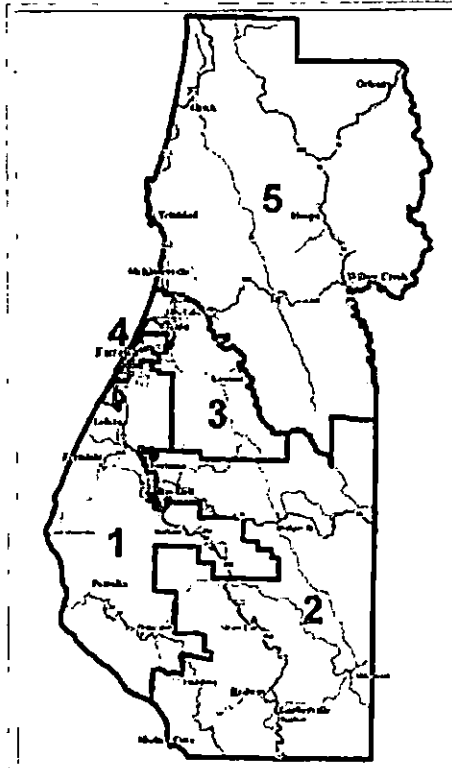
Fax: 707-445-7299

[Directory](#)

## Board of Supervisors

### Members

- REX BOHN  
1st District / Chairperson
- ESTELLE FENNELL  
2nd District / Vice Chairperson
- MIKE WILSON  
3rd District
- VIRGINIA BASS  
4th District
- STEVE MADRONE  
5th District



See below for detailed maps of Supervisorial boundaries:  
[Supervisorial Districts - Political](#)  
 and  
[Supervisorial Districts - Physical](#)

### Responsibilities

The County of Humboldt is a general law county. The Board of Supervisors, which serves as the legislative and executive body of county government and many special districts, is comprised of 5 full-time members elected by their respective districts.

Pursuant to the California Government Code, the Board enacts legislation governing Humboldt County and determines overall policies for County departments and various special districts, adopts the annual budget, and fixes salaries.

The Board also hears appeals of Planning Commission decisions and considers General Plan amendments.

### Agendas, Action Summaries, & Videos:

[View Meetings](#)    [Watch Live](#)

Archived Videos can be found on our [archive page](#) (years 2010- 2014).

## Contact Us

### Kathy Hayes

Clerk of the Board

825 5th Street, Room 111  
 Eureka, CA 95501  
 (Wheelchair access from the  
 829 4th Street entrance.)  
 Ph: 707-476-2390

### Hours

Monday - Friday  
 8:00 a.m. - 12:00 p.m.  
 1:00 p.m. - 5:00 p.m.

[Staff Directory](#)

## Quick Links

- [Board Strategic Framework](#)
- [County Organization Chart \(PDF\)](#)
- [Measure K Incident Report Form](#)

[View All Quick Links](#)

### Meeting Information

The Board of Supervisors meets on Tuesdays at 9:00 am in the Board Chambers located at the Humboldt County Courthouse (825 5th Street, Eureka, CA 95501). The Board generally does not meet on the 5th Tuesday of a month.

### Calendar

**Tue Dec. 10**

**Board of Supervisors Meeting**

**Tue Dec. 17**

**Board of Supervisors Meeting**

**Tue Jan. 7**

**Board of Supervisors Meeting**

**View All**

### Cancelled Meetings

November 26, 2019	May 26, 2020	October 13, 2020
December 3, 2019	June 30, 2020	November 24, 2020
December 24, 2019	July 21, 2020	December 1, 2020
December 31, 2019	August 4, 2020	December 22, 2020
January 21, 2020	August 11, 2020	December 29, 2020
February 18, 2020	September 8, 2020	
March 31, 2020	September 22, 2020	

There will be no Board meetings on the above dates (all Tuesdays)

### Addressing the Board on Agenda Items

Members of the public may address the Board about an Agenda Item at the time it is taken up in the meeting. During the "Public Comment on Non-Agenda Items" portion of the meeting, members of the public may address the Board on any topic.

Persons wishing to file documentation on any agenda item for the official record must submit an original and 7 copies of each document on 8.5" x 11" sized paper to the Clerk of the Board during the meeting or in the Clerk of the Board's office at 825 5th Street, Room 111, Eureka, CA 95501. Failure to submit the required number of copies will result in the document(s) not being placed in the official record (per Board of Supervisors' policy adopted on March 21, 1995).

### Boards and Commissions

The Board of Supervisors establishes several committees, commissions, and boards to represent and advise the Supervisors on an array of topics. The Board appoints persons to these commissions to represent individual Board members or in an at-large capacity. Please contact Tracy D'Amico at the Clerk of the Board's office for information about

### **Board Appointed Offices**

The County Administrative Officer is appointed by the Board and serves as the chief executive officer responsible for the day-to-day administration of county affairs.

County Counsel, appointed by the Board, advises and represents the county and board in all legal affairs.

The Clerk of the Board, also appointed by the Board, is responsible for keeping a complete record of Board meetings and performing various mandated tasks.