

ATTACHMENT 2

Task Order Number DPW2017-007-T01 regarding the provision of Americans with Disabilities Act curb ramp design engineering services

TASK ORDER NO. DPW2017-007-T01
CONSULTANT SERVICES AGREEMENT DATED JANUARY 9, 2018
BY AND BETWEEN
MARK THOMAS & COMPANY, INC.
AND
COUNTY OF HUMBOLDT
PROJECT NAME: ADA COMPLIANCE CURB RAMPS
PROJECT NUMBER: 325701

This Task Order issued pursuant to the terms and conditions of the Consultant Services Agreement dated January 9, 2018, by and between the County of Humboldt, a political subdivision of the State of California, hereinafter referred to as "COUNTY," and Mark Thomas & Company, Inc., a California corporation, hereinafter referred to as "CONSULTANT," is intended to supplement the terms and conditions contained in the above-referenced Consultant Services Agreement:

WHEREAS, the definitions, terms and conditions set forth in the Consultant Services Agreement dated January 9, 2018, are incorporated herein by reference as if set forth in full and shall be fully binding upon the parties hereto; and

WHEREAS, notwithstanding anything contained herein, any and all definitions, terms and conditions contained in the Consultant Services Agreement dated January 9, 2018 shall control to the exclusion of any different, contrary or conflicting definitions, terms or conditions set forth herein.

NOW THEREFORE, the parties hereto mutually agree as follows:

1. DESCRIPTION OF SERVICES:

CONSULTANT agrees to furnish the professional on-call design engineering services described in Attachment A – Scope of Services in accordance with the criteria, schedule and fiscal requirements set forth in Attachment B – Cost Proposal and Schedule of Services, which are attached hereto and incorporated herein by reference. In providing such services, CONSULTANT Agrees to fully cooperate with COUNTY's Contract Administrator and Project Coordinator.

2. REPORTING REQUIREMENTS:

A. Progress Reports. CONSULTANT shall submit monthly progress reports which itemize all services provided as of the date of the report. All progress reports submitted by CONSULTANT shall:

1. Include sufficient detail to allow COUNTY's Contract Administrator or Project Coordinator to determine whether the on-call professional design engineering services required hereunder are being provided in an adequate and timely manner.
2. Sufficiently address any difficulties or special problems encountered during the provision of the on-call professional design engineering services provided pursuant to the terms and conditions of this Task Order.

B. Coordination Meetings. CONSULTANT's Project Manager shall meet with COUNTY's Contract Administrator on an as-needed basis to discuss issues related to the provision of on-call professional design engineering services pursuant to the terms and conditions of this Task Order.

3. PERFORMANCE PERIOD:

This Task Order shall become effective upon execution by both parties and shall remain in full force and effect until January 8, 2020, unless sooner terminated as provided herein. CONSULTANT shall not provide any on-call professional design engineering services pursuant to the terms and conditions of this Task Order until a Notice to Proceed has been issued by COUNTY's Contract Administrator.

4. TERMINATION:

- A. Breach of Contract. If, in the opinion of COUNTY, CONSULTANT fails to adequately perform the on-call professional design engineering services required hereunder within the time limits specified herein, or otherwise fails to comply with the terms of this Task Order, or violates any ordinance, regulation or other law applicable to its performance herein, COUNTY shall have the right to terminate this Task Order immediately, upon notice.
- B. Without Cause. COUNTY may terminate this Task Order without cause upon thirty (30) days advance written notice. Such notice shall state the effective date of the termination.
- C. Insufficient Funding. COUNTY's obligations under this Task Order are contingent upon the availability of local, state and/or federal funds. In the event such funding is reduced or eliminated, COUNTY shall, at its sole discretion, determine whether this Task Order shall be terminated. COUNTY shall provide CONSULTANT seven (7) days advance written notice of its intent to terminate this Task Order due to insufficient funding.
- D. Compensation Upon Termination. In the event of any termination of this Task Order, CONSULTANT shall be entitled to compensation for uncompensated on-call professional design engineering services rendered pursuant to the terms and conditions of this Task Order through and including the effective date of such termination. However, this provision shall not limit or reduce any damages owed to COUNTY due to a breach of this Task Order by CONSULTANT.

5. PROJECT BUDGET:

- A. Maximum Amount Payable. The total amount payable by COUNTY for the on-call professional design engineering services rendered, and costs and expenses incurred, pursuant to the terms and conditions of this Task Order is One Million Fifty One Thousand Six Hundred Fifty Three (\$1,051,653.00). CONSULTANT agrees to perform all on-call professional design engineering services required by this Task Order for an amount not to exceed such maximum amount payable. However, if local, state or federal funding is reduced or eliminated, COUNTY may, by amendment, reduce the maximum amount payable set forth herein, or terminate this Task Order due to insufficient funding.
- B. Schedule of Rates. CONSULTANT will be reimbursed for the on-call professional design engineering services provided, and costs and expenses incurred, pursuant to the terms and conditions of this Task Order at the hourly rates specified in Attachment B – Cost Proposal and Schedule of Services. Such rates are not adjustable for the performance period set forth herein.
- C. Additional Services. Any additional services not otherwise provided for herein shall not be provided by CONSULTANT, or compensated by COUNTY, without written authorization from COUNTY. All unauthorized costs and expenses incurred above the maximum payable amount set forth herein shall be the responsibility of CONSULTANT. CONSULTANT shall notify

COUNTY, in writing, at least six (6) weeks prior to the date upon which CONSULTANT estimates that the maximum payable amount will be reached.

6. PAYMENT SCHEDULE:

CONSULTANT shall submit to COUNTY monthly invoices itemizing all on-call professional design engineering services provided, and costs and expenses incurred, pursuant to the terms and conditions of this Task Order. Invoices shall be in a format approved by, and shall include backup documentation as specified by, COUNTY's Contract Administrator. CONSULTANT shall submit a final invoice for payment within forty-five (45) days following the expiration or termination date of this Task Order. Payment for services rendered, and costs and expenses incurred, pursuant to the terms and conditions of this Task Order will be made within thirty (30) days after the receipt of approved invoices. All invoices submitted by CONSULTANT shall be sent to COUNTY at the following address:

COUNTY: Humboldt County Department of Public Works – Engineering Division
Attention: Tony Seghetti, Contract Administrator
1106 Second Street
Eureka, California 95501

7. NOTICES:

Any and all notices required to be given pursuant to the terms of this Task Order shall be in writing and served personally, or sent by certified mail, return receipt requested, to the respective addresses set forth below. Notice shall be effective upon actual receipt or refusal as shown on the receipt obtained pursuant to the foregoing.:

COUNTY: Humboldt County Department of Public Works – Engineering Division
Attention: Jeff Ball, Project Coordinator
1106 Second Street
Eureka, California 95501

AND

Humboldt County Department of Public Works – Engineering Division
Attention: Tony Seghetti, Contract Administrator
1106 Second Street
Eureka, California 95501

CONSULTANT: Mark Thomas & Company, Inc.
Attention: Zach Siviglia, Project Manager
701 University Avenue, Suite 200
Sacramento, CA 95825

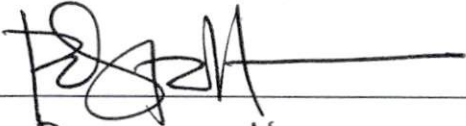
[Signatures on Following Page]

IN WITNESS WHEREOF, the parties have entered into this Task Order as of the first date written above.

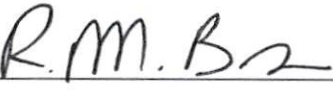
TWO SIGNATURES ARE REQUIRED FOR CALIFORNIA CORPORATIONS:

- (1) CHAIRPERSON OF THE BOARD, PRESIDENT, OR VICE PRESIDENT; AND*
- (2) SECRETARY, ASSISTANT SECRETARY, CHIEF FINANCIAL OFFICER OR ASSISTANT TREASURER.*

MARK THOMAS & COMPANY, INC.:

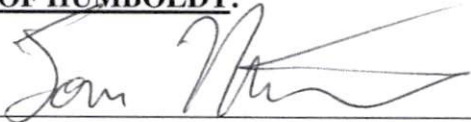
By: 
Name: Robert A. Himes
Title: President

Date: 1/9/18

By: 
Name: Matt Brogan
Title: Secretary


Date: 1/9/18

COUNTY OF HUMBOLDT:

By: 
Tom Mattson, Director
Humboldt County Department of Public Works

Date: 1/24/18

INSURANCE AND INDEMNIFICATION REQUIREMENTS APPROVED:

By: 
Risk Management

ATTACHMENTS

- Attachment A – Scope of Services
- Attachment B – Cost Proposal and Schedule of Services
- Attachment C – Professional Liability Insurance

Attachment A – Scope of Services



MARK THOMAS

November 9, 2017

Mr. Tony Seghetti
Humboldt County Dept of Public Works
1106 2nd Street
Eureka, CA 95501

**RE: ON CALL DESIGN ENGINEERING SERVICES
TASK ORDER #1 - ADA RAMP IMPROVEMENT PROJECT**

Dear Mr. Seghetti:

Enclosed is Mark Thomas' cost proposal, scope of work and 10-H Form for the ADA Ramp Improvement project. We appreciate the opportunity to propose on this project. If you have any questions regarding our proposal, please contact me at (916) 381-9100 or zsiviglia@markthomas.com.

Sincerely,

MARK THOMAS

Zach Siviglia
Project Manager

Attachments



1916 381 9100
701 UNIVERSITY AVENUE, SUITE 200
SACRAMENTO, CA 95833

MARKTHOMAS.COM



MARK THOMAS

HUMBOLDT COUNTY ADA RAMP IMPROVEMENT PROJECT

Scope of Services

Mark Thomas will provide professional design services for the project. In the performance of this scope of services listed below, Mark Thomas will diligently perform this scope of work and will be responsible for items of work under this contract to the extent that issues arising from the performance of these services are within our reasonable control, and that Mark Thomas's obligation to indemnify and defend are limited to the extent actually caused by Mark Thomas in the performance of this scope of work.

The scope of work assumes Mark Thomas will prepare up to four PS&E's for the 1487 curb ramp sites identified by the County. The County has identified the level of effort as follows:

- 72 ramps as "Easy" difficulty- can typically be constructed using a standard plan
- 1288 ramps as "Medium" difficulty - some modifications to a standard plan are typically needed to achieve ADA requirements
- 127 ramps as "Hard" difficulty- an engineered plan with field survey is required in order to achieve ADA requirements

1 Project Management

1.1 Project Development Team (PDT) Meetings

Mark Thomas, with input from the County, will establish PDT meetings for this project. The purpose of the PDT meetings is to provide a forum to share project information, identify critical issues, make decisions, assign project tasks, identify design criteria, or any other items critical to project delivery. Mark Thomas anticipates the following meetings: one (1) Project Kick-Off, and four (4) County PDT meetings. This work includes the preparation of the meeting agenda in consultation with County's Project Manager and preparing meeting minutes with action items.



1.2 Client / Agency Coordination

This task will include ongoing general project coordination with the County and other applicable agencies. This task will include preparing memos, letters, e-mail, and phone calls necessary to manage the project.

1.3 Monthly Progress Reports

Mark Thomas will prepare monthly status spreadsheets with each of the invoices submitted for payment. The spreadsheet will show the original budget, reallocated budget, amount spent to-date, amount spent this period, and percentage spent to-date for each task. Accompanying the spreadsheet will be a brief written summary. This scope assumes a total of 12 monthly progress reports during the design and bidding phase.

1.4 Project Schedule

Mark Thomas will prepare a Critical Path Method (CPM) schedule prepared in Microsoft Project software. The schedule will be created and then updated for discussion at the PDT meetings. The CPM schedule will be updated at major project milestones.

1.5 Quality Assurance/Quality Control

Mark Thomas Quality Control plan consists of established procedures for performing the work (which are reassessed with each project), including methods for design calculations, establishing appropriate levels of design development for intermediate submittals, identification of required plan checks (who, what, when), design checklists, and methods of project documentation.

Task 1 Deliverables:

- Agenda and Minutes for each PDT meeting (5 total)
- Monthly Progress Summary (12 total)



- Project Schedule (monthly)
- QA/QC

2 Surveys/Mapping/Field Review

2.1 Data Gathering/Technical Memo Review

Mark Thomas will collect publicly available records & mapping including records of survey, subdivision maps, parcel maps, corner records, County mapping, aerials and as-built plans.

2.2 Data Management

Mark Thomas will assemble a GIS database to track and manage the project. Each curb ramp will be identified and the level of assumed design difficulty noted. The database will be updated monthly to identify the status of design, utility involvement, construction package and status of rights of way.

2.3 Field Review

A Field Review of each location will be conducted. The purpose of this meeting is to familiarize the design team with the project locations and identify the exact scope of improvement for the “Easy” and “Medium” difficulty locations. Photos and rag tape measurements will be taken to document the locations. At the conclusion of the field review, the GIS database will be updated and presented to the County.

2.4 Supplemental Topography

Mark Thomas will perform field topographic survey for the “Hard” sites. This field survey will locate topographic features within the projects limits that may affect design. These features include items affected by proposed improvements, such as edge of pavement, trees, utilities, fences, signs, driveways, manholes, drainage facilities and visible evidence of underground utilities (including valves, paint marks, pin flags, trench patches).



2.5 Control Surveys/Levels

Mark Thomas will set, at a minimum, two control points (nail and shiner) at each intersection (or mid-block location) for use in topographic surveys. Control points will be assigned local coordinates and elevations. The survey crew will be a one-man crew utilizing a robotic total station. Control information will be carried over to survey control diagrams included in the project plan package.

2.6 R/W Retracement Surveys

Using available data and topographic survey results, Mark Thomas will research right of way (R/W) at each project location. Public records will be compared to field information to determine the approximate location of right of way property lines and easements. The results will be compiled into CAD drawings to verify that project improvements lie within existing assumed R/W. A full right of way boundary retracement survey will not be performed. In the event that the existing or proposed improvements are/ will be located outside of the existing R/W, see Task 2.7

2.7 Permission to Enter and Construct Letters

Mark Thomas will prepare Permission to Enter and Construct Letters (and corresponding exhibits) showing impacts to private parcels in conformance with the Caltrans Right of Way Manual (8.10.03.00). It is assumed the County will take the lead on contacting property owners and obtaining signatures prior to construction. It is assumed up to one hundred (100) Permission to Enter and Construct letters will be necessary. It is assumed that if R/W appraisal maps are not included in this scope of work.

Task 2 Deliverables:

- Permission to Enter and Construct Letters (100 total)



3 Utility Coordination

3.1 Utility Coordination

Mark Thomas will prepare and mail (on County letterhead) “A”, “B”, and “C” Utility letters. Using USA North, a list of potential utility companies in the project vicinity will be prepared. Mark Thomas will map the existing utilities based on as-built plans, utility maps, field observation, and topographic surveys of above-ground utilities. It is anticipated that there will be very limited utility relocations associated with the project. If conflicting utilities are identified, Mark Thomas will coordinate with the utility companies to relocate or adjust their facilities. It is anticipated the utility companies will prepare their own relocation plans.

Mark Thomas will also coordinate with the utility companies where there would be only adjustments to grade of existing utility boxes/ covers to identify who will be responsible for the construction and construction costs.

Task 3 Deliverables:

- Utility A, B and C Plan letters for County Signature (2 copies)

4 Final Design – Plans, Specifications, and Estimate (PS&E)

4.1 60% Plans

This submittal represents a complete set of “unchecked” plans. For estimating purposes, it is assumed there will be five PS&E packages. Four normal packages that segregate the work by geographic region and one package where the site construction is delayed due to either R/W or utility relocation issues. Mark Thomas will prepare a complete set of construction plans in accordance with the County’s standards. The content will represent a biddable plan set; it has not been through our QC checklist.



4.2 90% Plans

This submittal represents a complete Final PS&E, biddable plan package. Major design features have been reviewed; however, because of the review comments received for the 60% submittal, there may be some plan details that will be submitted for the first time. From this point, all minor “clean-up” revisions will occur. Plans are at the level ready for a detailed quality control check and ready for utility companies to begin relocation design (“B” Plans). Mark Thomas will perform a site review of the “Hard” sites with plans in hand to assess constructability of the project and make changes prior to the PS&E package submittal. Mark Thomas will perform, with a senior engineer, an in-house quality control check of the product.

4.3 100% Plans

This submittal represents a completed Bid Set, ready for bidding. Major design features have been reviewed at least twice at this stage. The plan package is to a point where the County project manager can verify that the previous comments were incorporated and no internal County circulation is required.

4.4 Special Provisions

Mark Thomas will prepare Special Provisions for the project. The specials provisions will be a combination of 2015 Caltrans standards and the County’s technical provisions. The special provisions will be submitted at the 60%, 90% and the 100% plan reviews.

4.5 Estimates

Mark Thomas will prepare preliminary construction cost estimates and submit them with each plan submittal. This estimate will be comprised of unit prices placed on detailed quantity and check quantity calculations. Construction costs for the estimate will be developed using current bid results from similar projects, Caltrans data base information and from Caltrans latest Construction Cost Manual.



Task 4 Deliverables:

- PS&E (60%, 90% and 100%) - (3 reduced size copies – 11”x17”) & PDF files
- Special Provisions (60%, 90% and 100% submittals) – (3 copies) & PDF files

5 Bidding Support

5.1 Bidding Assistance

Mark Thomas and subconsultants will provide assistance, as required, to the County during bidding of the project. The work may include answering questions from prospective bidders, assisting the County in the preparation of addenda to the PS&E during the advertisement period, and providing consultation and interpretation of the construction documents. An allowance has been provided for Bidding Assistance and will be charged on a time and materials basis.

Assumptions:

PS&E development is based on 2 hours per “Easy” difficulty ramp, 3 hours per “Medium” difficulty ramp, and 10 hours per “Hard” difficulty ramp.



Attachment B – Cost Proposal and Schedule of Services

COST PROPOSAL

CLIENT Humboldt County
PROJECT ADA Ramp Improvement
CONSULTANT Mark Thomas

Date 9-Nov-17

DIRECT LABOR

Classification	Name	Range	Hours	Average Hourly Rate	Total
Sr. Principal		\$125 - \$135	0.0	@ \$ 130	\$ -
Principal		\$115 - \$125	0.0	@ \$ 120	\$ -
Sr. Engineering Manager		\$92 - \$111	210.0	@ \$ 101	\$ 21,313.95
Engineering Manager		\$82 - \$92	0.0	@ \$ 87	\$ -
Practice Area Leader		\$82 - \$92	0.0	@ \$ 87	\$ -
Sr. Project Manager		\$65 - \$82	0.0	@ \$ 73	\$ -
Sr. Technical Lead		\$65 - \$82	0.0	@ \$ 73	\$ -
Project Manager		\$55 - \$66	190.0	@ \$ 61	\$ 11,495.00
Technical Lead		\$55 - \$66	0.0	@ \$ 61	\$ -
Sr. Project Engineer		\$47 - \$55	0.0	@ \$ 51	\$ -
Sr. Technical Engineer		\$47 - \$55	0.0	@ \$ 51	\$ -
Project Engineer		\$42 - \$47	2326.0	@ \$ 44	\$ 102,913.87
Design Engineer II		\$37 - \$41	1704.0	@ \$ 39	\$ 66,447.48
Design Engineer I		\$27 - \$36	2128.0	@ \$ 32	\$ 67,553.36
Sr. Technician		\$32 - \$43	392.0	@ \$ 37	\$ 14,698.04
Technician		\$22 - \$32	0.0	@ \$ 27	\$ -
Intern		\$15 - \$22	0.0	@ \$ 18	\$ -
Sr. Survey Manager		\$61 - \$75	0.0	@ \$ 68	\$ -
Survey Manager		\$55 - \$61	164.0	@ \$ 58	\$ 9,511.18
Sr. Project Surveyor		\$50 - \$55	0.0	@ \$ 52	\$ -
Project Surveyor		\$45 - \$50	0.0	@ \$ 47	\$ -
Sr. Surveyor		\$37 - \$45	0.0	@ \$ 41	\$ -
Surveyor		\$32 - \$36	572.0	@ \$ 34	\$ 19,588.14
Lead Survey Technician		\$42 - \$46	0.0	@ \$ 44	\$ -
Sr. Survey Technician		\$31 - \$42	0.0	@ \$ 36	\$ -
Survey Technician		\$21 - \$31	0.0	@ \$ 28	\$ -
Survey Intern		\$15 - \$21	0.0	@ \$ 18	\$ -
Single Chief		\$39 - \$44	0.0	@ \$ 41	\$ -
Single Chainman		\$33 - \$40	0.0	@ \$ 36	\$ -
Apprentice		\$16 - \$33	60.0	@ \$ 24	\$ 1,466.70
1 Person Field Crew		\$39 - \$44	0.0	@ \$ 41	\$ -
2 Person Field Crew		\$78 - \$88	300.0	@ \$ 83	\$ 24,762.00
3 Person Field Crew		\$110 - \$127	0.0	@ \$ 119	\$ -
Sr. LAUD Division Manager		\$72 - \$81	0.0	@ \$ 76	\$ -
LAUD Division Manager		\$58 - \$72	0.0	@ \$ 65	\$ -
Sr. LAUD Project Manager		\$56 - \$58	0.0	@ \$ 57	\$ -
LAUD Project Manager		\$48 - \$56	0.0	@ \$ 52	\$ -
Sr. Project Landscape Architect		\$36 - \$42	0.0	@ \$ 39	\$ -
Project Landscape Architect		\$32 - \$36	0.0	@ \$ 34	\$ -
Landscape Designer		\$21 - \$32	0.0	@ \$ 26	\$ -
Intern		\$15 - \$22	0.0	@ \$ 18	\$ -
Sr. Inspector		\$33 - \$43	0.0	@ \$ 38	\$ -
Inspector		\$22 - \$33	0.0	@ \$ 27	\$ -
Expert Witness		\$138	0.0	@ \$ 138	\$ -
Strategic Consulting		\$138	0.0	@ \$ 138	\$ -
Sr. Project Accountant		\$36 - \$43	0.0	@ \$ 39	\$ -
Project Accountant		\$28 - \$35	0.0	@ \$ 32	\$ -
Sr. Project Coordinator		\$36 - \$40	0.0	@ \$ 38	\$ -

Project Coordinator	\$25 - \$36	160.0	@ \$ 30	\$ 4,879.20
Sr. Project Assistant	\$27 - \$30	0.0	@ \$ 28	\$ -
Project Assistant	\$14 - \$27	0.0	@ \$ 20	\$ -
Sr. Technical Writer	\$26 - \$40	0.0	@ \$ 33	\$ -
Technical Writer	\$15 - \$26	0.0	@ \$ 20	\$ -
Sr. Graphic Designer	\$31 - \$40	0.0	@ \$ 35	\$ -
Graphic Designer	\$20 - \$31	0.0	@ \$ 25	\$ -

Subtotal Direct Labor Costs \$ 344,628.92
Anticipated Salary Increases \$ 12,496.00

Total Direct Labor Costs \$ 357,124.92

FRINGE BENEFITS

Fringe Benefits

Rate Total
77.79% \$ 277,807.48

Total Fringe Benefits \$ 277,807.48

INDIRECT COSTS

Overhead/General and Administrative

80.04% \$ 285,842.79

Total Indirect Costs \$ 285,842.79

FEE @ 10%

\$ 92,077.52

OTHER COSTS


	UNIT (S)	UNIT COST	TOTAL
Mileage	18,584	\$0.54	\$ 9,942.44
Meals & Lodging (designer)	100	\$175.00	\$ 17,500.00
Meals & Lodging (surveyor)	56	\$175.00	\$ 9,800.00
Copies	450	\$0.05	\$ 22.50
Reproductions - full size GIS Map	40	\$5.00	\$ 200.00
Reproductions - half size	300	\$0.35	\$ 105.00
Regular Mail	50	\$1.00	\$ 50.00
Misc. Costs	2	\$500.00	\$ 1,000.00
Overnight Mail/Mail	12	\$15.00	\$ 180.00

Total Other Costs \$ 38,799.94

TOTAL COSTS

\$ 1,051,652.64

COST PROPOSAL FOR PROJECT SCOPE: Humboldt-ADA Ramp Improvement Project

	Mark Thomas											TOTAL COST			
	Sr. Engineering Manager	Project Manager	Project Engineer	Design Engineer II	Design Engineer I	Sr. Technician	Survey Manager	Surveyor	Apprentice	2 Person Field Crew	Project Coordinator		Total Hours	Total MT Cost	
	\$288	\$172	\$125	\$111	\$90	\$106	\$164	\$97	\$69	\$234	\$86				
1.0 PROJECT MANAGEMENT															
1.1 Project Development Team (PDT) Meetings	80											80	\$23,028	\$23,028	
1.2 Client / Agency Coordination	48										48	96	\$17,968	\$17,968	
1.3 Monthly Progress Reports	24		24								112	160	\$19,607	\$19,607	
1.4 Project Schedule	8		16									24	\$4,311	\$4,311	
1.5 Quality Assurance / Quality Control		60										60	\$10,295	\$10,295	
Subtotal Phase 1	160	60	40	0	0	0	0	0	0	0	160	420	\$75,209	\$75,209	
2.0 SURVEYS/MAPPING/FIELD REVIEW															
2.1 Data Gathering / Technical Memo Review		8	24	24	24			24				104	\$11,530	\$11,530	
2.2 Data Management		8					4	80				92	\$9,800	\$9,800	
2.3 Field Review			440	220	220							880	\$99,351	\$99,351	
2.4 Supplemental Topography							60	200	40	200		500	\$78,886	\$78,886	
2.5 Control Surveys / Levels							40		20	100		160	\$31,375	\$31,375	
2.6 R/W Retracement Surveys							60	260				320	\$35,121	\$35,121	
2.7 Permission to Enter & Construct Letters	8		24		24			8				64	\$8,252	\$8,252	
Subtotal Phase 2	8	16	488	244	268	0	164	572	60	300	0	2120	\$274,316	\$274,316	
3.0 UTILITY COORDINATION															
3.1 Utility Coordination		8	44	150	80							282	\$30,686	\$30,686	
Subtotal Phase 3	0	8	44	150	80	0	0	0	0	0	0	282	\$30,686	\$30,686	
FINAL DESIGN - PLANS, SPECIFICATIONS & ESTIMATE (PS&E)															
4.1 60% Plans		20	940	720	1000	200						2880	\$312,317	\$312,317	
4.2 90% Plans		20	430	330	460	120						1360	\$148,062	\$148,062	
4.3 100% Plans	6	16	156	140	200	72						590	\$65,194	\$65,194	
4.4 Special Provisions	6	34	120									160	\$22,619	\$22,619	
4.5 Estimates	6	16	48	120	120							310	\$34,571	\$34,571	
Subtotal Phase 4	18	106	1694	1310	1780	392	0	0	0	0	0	5300	\$582,764	\$582,764	
5.0 BIDDING SUPPORT															
5.1 Bidding Assistance	24		60									84	\$14,438	\$14,438	
Subtotal Phase 5	24	0	60	0	0	0	0	0	0	0	0	84	\$14,438	\$14,438	
TOTAL HOURS	210	190	2326	1704	2128	392	164	572	60	300	160	8206			
Anticipated Salary Increases														\$35,440	\$35,440
OTHER DIRECT COSTS														\$38,800	\$38,800
TOTAL COST	\$60,449	\$32,601	\$291,877	\$188,454	\$191,590	\$41,686	\$26,975	\$55,555	\$4,160	\$70,228	\$13,838		\$1,051,653	\$1,051,653	

Attachment C – Professional Liability Insurance



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

9/20/2017

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Asero Insurance Services 200 N. Almaden Blvd. 3rd Floor San Jose, CA 95110 www.aseroins.com License No. 0A91339		CONTACT NAME: Asero Insurance Services PHONE (A/C, No, Ext): 866-966-8928 FAX (A/C, No): 408-271-1802 E-MAIL ADDRESS: certs@aseroins.com	
		INSURER(S) AFFORDING COVERAGE	
		INSURER A: Travelers Property Casualty Co of Amer	NAIC # 25674
		INSURER B: Travelers Indemnity Company of CT	25682
		INSURER C:	
		INSURER D:	
		INSURER E:	
		INSURER F:	

COVERAGES CERTIFICATE NUMBER: 37810114 REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL SUBR		POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS	
		INSD	WYD					
B	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input checked="" type="checkbox"/> PROJECT <input checked="" type="checkbox"/> LOC OTHER:			680-2H548914	9/15/2017	9/15/2018	EACH OCCURRENCE	\$ 1,000,000
							DAMAGE TO RENTED PREMISES (Ea occurrence)	\$ 1,000,000
							MED EXP (Any one person)	\$ 10,000
							PERSONAL & ADV INJURY	\$ 1,000,000
							GENERAL AGGREGATE	\$ 2,000,000
							PRODUCTS - COMP/OP AGG	\$ 2,000,000
								\$
B	<input checked="" type="checkbox"/> AUTOMOBILE LIABILITY <input checked="" type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> HIRED AUTOS ONLY <input checked="" type="checkbox"/> NON-OWNED AUTOS ONLY			BA-6H189707	9/15/2017	9/15/2018	COMBINED SINGLE LIMIT (Ea accident)	\$ 1,000,000
							BODILY INJURY (Per person)	\$
							BODILY INJURY (Per accident)	\$
							PROPERTY DAMAGE (Per accident)	\$
							Comp/Coll Ded: \$1,000	\$
A	<input checked="" type="checkbox"/> UMBRELLA LIAB <input checked="" type="checkbox"/> OCCUR <input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED RETENTION \$			CUP-9E095562	9/15/2017	9/15/2018	EACH OCCURRENCE	\$ 4,000,000
							AGGREGATE	\$ 4,000,000
								\$
A	<input checked="" type="checkbox"/> WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N	N/A	XJUB4342T25017	9/15/2017	9/15/2018	<input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTHER	
							E.L. EACH ACCIDENT	\$ 1,000,000
							E.L. DISEASE - EA EMPLOYEE	\$ 1,000,000
							E.L. DISEASE - POLICY LIMIT	\$ 1,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

SA-17163--On-Call Professional Design Engineering Services
 COUNTY, and its affiliates, directors, officers, officials, partners, representatives, employees
 consultants, subconsultants, agents and landlord

NOTE: 30 DAYS NOTICE OF CANCELLATION WILL BE GIVEN EXCEPT 10 DAYS FOR NON-PAYMENT.

CERTIFICATE HOLDER

County of Humboldt - Risk Management
 825 Fifth Street, Room 131
 Eureka CA 95501

CANCELLATION

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

Joe Longwello

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ACORD 25 (2016/03)

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ADDITIONAL REMARKS SCHEDULE

AGENCY Asero Insurance Services		NAMED INSURED Mark Thomas & Company, Inc. 2290 North First Street, Suite 304 San Jose CA 95131	
POLICY NUMBER			
CARRIER	NAIC CODE	EFFECTIVE DATE:	

ADDITIONAL REMARKS

THIS ADDITIONAL REMARKS FORM IS A SCHEDULE TO ACORD FORM,
FORM NUMBER: 25 **FORM TITLE:** Certificate of Liability (03/16)

HOLDER: County of Humboldt - Risk Management
ADDRESS: 825 Fifth Street, Room 131 Eureka CA 95501

General Liability Additional Insured / Waiver of Subrogation / Primary & Non-Contributory as required by written contract per form CG D3 81 09 07
 Commercial Auto Liability Additional Insured / Waiver of Subrogation as required by written contract per form CA T3 53 02 15
 Workers' Compensation Waiver of Subrogation as required by written contract per form WC 99 03 76 (A)-001

THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.

**BLANKET ADDITIONAL INSURED
(ARCHITECTS, ENGINEERS AND SURVEYORS)**

This endorsement modifies insurance provided under the following:
COMMERCIAL GENERAL LIABILITY COVERAGE PART

**A. The following is added to WHO IS AN INSURED
(Section II):**

Any person or organization that you agree in a "contract or agreement requiring insurance" to include as an additional insured on this Coverage Part but only with respect to liability for "bodily injury", "property damage", or "personal injury" caused, in whole or in part, by your acts or omissions or the acts or omissions of those acting on your behalf:

- a. In the performance of your ongoing operations
- b. In connection with premises owned by or rented to you; or
- c. In connection with "your work" and included within the "products-completed operations hazard"

Such person or organization does not qualify as an additional insured for "bodily injury", "property damage", or "personal injury" for which that person or organization has assumed liability in a contract or agreement.

The insurance provided for such additional insured is limited as follows:

- d. This insurance does not apply on any basis to any person or organization for which coverage as an additional insured specifically is added by another endorsement to this Coverage Part.
- e. This insurance does not apply to the rendering of or failure to render any "professional services".
- f. The limits of insurance afforded to the additional insured shall be the limits which you agreed in that "contract or agreement requiring insurance" to provide for that additional insured, or the limits showing in the Declarations for this Coverage Part, whichever are less. This endorsement does not increase the limits of insurance stated in the **LIMITS OF INSURANCE (Section III)** for this Coverage Part.

B. The following is added to Paragraph a. of 4. Other Insurance in COMMERCIAL GENERAL LIABILITY CONDITIONS (Section IV):

However, if you specifically agree in a "contract or agreement requiring insurance" that the insurance provided to an additional insured under this Coverage Part must apply on a primary basis, or primary and non-contributory basis, this insurance is primary to other insurance that is available to such additional insured which covers such additional insured as a named insured, and we will not share with the other insurance, provided that:

- (1) The "bodily injury" or "property damage" for which coverage is sought occurs; and
- (2) The "personal injury" for which coverage is sought arises out of an offense committed;

after you have entered into that "contract or agreement requiring insurance". But this insurance still is excess over valid and collectible other insurance, whether primary, excess, contingent or on any other basis, that is available to the insured when the insured is an additional insured under any other insurance.

C. The following is added to Paragraph 8. Transfer of Rights of Recovery Against Others To Us in COMMERCIAL GENERAL LIABILITY CONDITIONS (Section IV):

We waive any rights of recovery we may have against any person or organization because of payments we make for "bodily injury", "property damage", or "personal injury: arising out of "your work" performed by you, or on your behalf, under a "contract or agreement requiring insurance" with that person or organization. We waive these rights only where you have agreed to do so as part of the "contract or agreement requiring insurance" with such person or

organization entered into by you before, and in effect when, the "bodily injury" or "property damage" occurs, or the "personal injury" offense is committed.

D. The following definition as added to

DEFINITIONS (Section V):

"Contract or agreement requiring insurance" means that part of any contract

or agreement under which you are required to include a person or organization as an additional insured on this Coverage Part, provided that the "bodily injury" and "property damage" occurs, and the "personal injury" is caused by an offense committed:

- a. After you have entered into that contract or agreement;
- b. While that part of the contract or agreement is in effect; and
- c. Before the end of the policy period.

THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.

BUSINESS AUTO EXTENSION ENDORSEMENT

This endorsement modifies insurance provided under the following:

BUSINESS AUTO COVERAGE FORM

GENERAL DESCRIPTION OF COVERAGE – This endorsement broadens coverage. However, coverage for any injury, damage or medical expenses described in any of the provisions of this endorsement may be excluded or limited by another endorsement to the Coverage Part, and these coverage broadening provisions do not apply to the extent that coverage is excluded or limited by such an endorsement. The following listing is a general coverage description only. Limitations and exclusions may apply to these coverages. Read all the provisions of this endorsement and the rest of your policy carefully to determine rights, duties, and what is and is not covered.

- | | |
|---|---|
| A. BROAD FORM NAMED INSURED | H. HIRED AUTO PHYSICAL DAMAGE – LOSS OF USE – INCREASED LIMIT |
| B. BLANKET ADDITIONAL INSURED | I. PHYSICAL DAMAGE – TRANSPORTATION EXPENSES – INCREASED LIMIT |
| C. EMPLOYEE HIRED AUTO | J. PERSONAL PROPERTY |
| D. EMPLOYEES AS INSURED | K. AIRBAGS |
| E. SUPPLEMENTARY PAYMENTS – INCREASED LIMITS | L. NOTICE AND KNOWLEDGE OF ACCIDENT OR LOSS |
| F. HIRED AUTO – LIMITED WORLDWIDE COVERAGE – INDEMNITY BASIS | M. BLANKET WAIVER OF SUBROGATION |
| G. WAIVER OF DEDUCTIBLE – GLASS | N. UNINTENTIONAL ERRORS OR OMISSIONS |

PROVISIONS

A. BROAD FORM NAMED INSURED

The following is added to Paragraph A.1., **Who Is An Insured**, of **SECTION II – COVERED AUTOS LIABILITY COVERAGE**:

Any organization you newly acquire or form during the policy period over which you maintain 50% or more ownership interest and that is not separately insured for Business Auto Coverage. Coverage under this provision is afforded only until the 180th day after you acquire or form the organization or the end of the policy period, whichever is earlier.

B. BLANKET ADDITIONAL INSURED

The following is added to Paragraph c. in A.1., **Who Is An Insured**, of **SECTION II – COVERED AUTOS LIABILITY COVERAGE**:

Any person or organization who is required under a written contract or agreement between you and that person or organization, that is signed and executed by you before the "bodily injury" or "property damage" occurs and that is in effect during the policy period, to be named as an additional insured is an "insured" for Covered Autos Liability Coverage, but only for damages to which

this insurance applies and only to the extent that person or organization qualifies as an "insured" under the Who Is An Insured provision contained in Section II.

C. EMPLOYEE HIRED AUTO

1. The following is added to Paragraph A.1., **Who Is An Insured**, of **SECTION II – COVERED AUTOS LIABILITY COVERAGE**:

An "employee" of yours is an "insured" while operating an "auto" hired or rented under a contract or agreement in an "employee's" name, with your permission, while performing duties related to the conduct of your business.

2. The following replaces Paragraph b. in B.5., **Other Insurance**, of **SECTION IV – BUSINESS AUTO CONDITIONS**:

b. For Hired Auto Physical Damage Coverage, the following are deemed to be covered "autos" you own:

- (1) Any covered "auto" you lease, hire, rent or borrow; and
- (2) Any covered "auto" hired or rented by your "employee" under a contract in an "employee's" name, with your

COMMERCIAL AUTO

permission, while performing duties related to the conduct of your business.

However, any "auto" that is leased, hired, rented or borrowed with a driver is not a covered "auto".

D. EMPLOYEES AS INSURED

The following is added to Paragraph A.1., **Who Is An Insured**, of SECTION II – COVERED AUTOS LIABILITY COVERAGE:

Any "employee" of yours is an "insured" while using a covered "auto" you don't own, hire or borrow in your business or your personal affairs.

E. SUPPLEMENTARY PAYMENTS – INCREASED LIMITS

1. The following replaces Paragraph A.2.a.(2), of SECTION II – COVERED AUTOS LIABILITY COVERAGE:

(2) Up to \$3,000 for cost of bail bonds (including bonds for related traffic law violations) required because of an "accident" we cover. We do not have to furnish these bonds.

2. The following replaces Paragraph A.2.a.(4), of SECTION II – COVERED AUTOS LIABILITY COVERAGE:

(4) All reasonable expenses incurred by the "insured" at our request, including actual loss of earnings up to \$500 a day because of time off from work.

F. HIRED AUTO – LIMITED WORLDWIDE COVERAGE – INDEMNITY BASIS

The following replaces Subparagraph (5) in Paragraph B.7., **Policy Period, Coverage Territory**, of SECTION IV – BUSINESS AUTO CONDITIONS:

(5) Anywhere in the world, except any country or jurisdiction while any trade sanction, embargo, or similar regulation imposed by the United States of America applies to and prohibits the transaction of business with or within such country or jurisdiction, for Covered Autos Liability Coverage for any covered "auto" that you lease, hire, rent or borrow without a driver for a period of 30 days or less and that is not an "auto" you lease, hire, rent or borrow from any of your "employees", partners (if you are a partnership), members (if you are a limited liability company) or members of their households.

(a) With respect to any claim made or "suit" brought outside the United States of America, the territories and possessions of the United States of America, Puerto Rico and Canada:

(i) You must arrange to defend the "insured" against, and investigate or settle any such claim or "suit" and keep us advised of all proceedings and actions.

(ii) Neither you nor any other involved "insured" will make any settlement without our consent.

(iii) We may, at our discretion, participate in defending the "insured" against, or in the settlement of, any claim or "suit".

(iv) We will reimburse the "insured" for sums that the "insured" legally must pay as damages because of "bodily injury" or "property damage" to which this insurance applies, that the "insured" pays with our consent, but only up to the limit described in Paragraph C., **Limits Of Insurance**, of SECTION II – COVERED AUTOS LIABILITY COVERAGE.

(v) We will reimburse the "insured" for the reasonable expenses incurred with our consent for your investigation of such claims and your defense of the "insured" against any such "suit", but only up to and included within the limit described in Paragraph C., **Limits Of Insurance**, of SECTION II – COVERED AUTOS LIABILITY COVERAGE, and not in addition to such limit. Our duty to make such payments ends when we have used up the applicable limit of insurance in payments for damages, settlements or defense expenses.

(b) This insurance is excess over any valid and collectible other insurance available to the "insured" whether primary, excess, contingent or on any other basis.

(c) This insurance is not a substitute for required or compulsory insurance in any country outside the United States, its territories and possessions, Puerto Rico and Canada.

You agree to maintain all required or compulsory insurance in any such country up to the minimum limits required by local law. Your failure to comply with compulsory insurance requirements will not invalidate the coverage afforded by this policy, but we will only be liable to the same extent we would have been liable had you complied with the compulsory insurance requirements.

- (d) It is understood that we are not an admitted or authorized insurer outside the United States of America, its territories and possessions, Puerto Rico and Canada. We assume no responsibility for the furnishing of certificates of insurance, or for compliance in any way with the laws of other countries relating to insurance.

G. WAIVER OF DEDUCTIBLE – GLASS

The following is added to Paragraph D., **Deductible**, of **SECTION III – PHYSICAL DAMAGE COVERAGE**:

No deductible for a covered "auto" will apply to glass damage if the glass is repaired rather than replaced.

H. HIRED AUTO PHYSICAL DAMAGE – LOSS OF USE – INCREASED LIMIT

The following replaces the last sentence of Paragraph A.4.b., **Loss Of Use Expenses**, of **SECTION III – PHYSICAL DAMAGE COVERAGE**:

However, the most we will pay for any expenses for loss of use is \$65 per day, to a maximum of \$750 for any one "accident".

I. PHYSICAL DAMAGE – TRANSPORTATION EXPENSES – INCREASED LIMIT

The following replaces the first sentence in Paragraph A.4.a., **Transportation Expenses**, of **SECTION III – PHYSICAL DAMAGE COVERAGE**:

We will pay up to \$50 per day to a maximum of \$1,500 for temporary transportation expense incurred by you because of the total theft of a covered "auto" of the private passenger type.

J. PERSONAL PROPERTY

The following is added to Paragraph A.4., **Coverage Extensions**, of **SECTION III – PHYSICAL DAMAGE COVERAGE**:

Personal Property

We will pay up to \$400 for "loss" to wearing apparel and other personal property which is:

- (1) Owned by an "insured"; and

- (2) In or on your covered "auto".

This coverage applies only in the event of a total theft of your covered "auto".

No deductibles apply to this Personal Property coverage.

K. AIRBAGS

The following is added to Paragraph B.3., **Exclusions**, of **SECTION III – PHYSICAL DAMAGE COVERAGE**:

Exclusion 3.a. does not apply to "loss" to one or more airbags in a covered "auto" you own that inflate due to a cause other than a cause of "loss" set forth in Paragraphs A.1.b. and A.1.c., but only:

- If that "auto" is a covered "auto" for Comprehensive Coverage under this policy;
- The airbags are not covered under any warranty; and
- The airbags were not intentionally inflated.

We will pay up to a maximum of \$1,000 for any one "loss".

L. NOTICE AND KNOWLEDGE OF ACCIDENT OR LOSS

The following is added to Paragraph A.2.a., of **SECTION IV – BUSINESS AUTO CONDITIONS**:

Your duty to give us or our authorized representative prompt notice of the "accident" or "loss" applies only when the "accident" or "loss" is known to:

- You (if you are an individual);
- A partner (if you are a partnership);
- A member (if you are a limited liability company);
- An executive officer, director or insurance manager (if you are a corporation or other organization); or
- Any "employee" authorized by you to give notice of the "accident" or "loss".

M. BLANKET WAIVER OF SUBROGATION

The following replaces Paragraph A.5., **Transfer Of Rights Of Recovery Against Others To Us**, of **SECTION IV – BUSINESS AUTO CONDITIONS**:

5. Transfer Of Rights Of Recovery Against Others To Us

We waive any right of recovery we may have against any person or organization to the extent required of you by a written contract signed and executed prior to any "accident" or "loss", provided that the "accident" or "loss" arises out of operations contemplated by

COMMERCIAL AUTO

such contract. The waiver applies only to the person or organization designated in such contract.

N. UNINTENTIONAL ERRORS OR OMISSIONS

The following is added to Paragraph **B.2., Concealment, Misrepresentation, Or Fraud,** of **SECTION IV – BUSINESS AUTO CONDITIONS:**

The unintentional omission of, or unintentional error in, any information given by you shall not prejudice your rights under this insurance. However this provision does not affect our right to collect additional premium or exercise our right of cancellation or non-renewal.



WORKERS COMPENSATION
AND
EMPLOYERS LIABILITY POLICY

ENDORSEMENT WC 99 03 76 (A) - 001

POLICY NUMBER: (XJUB-4342T25-0-17)

**WAIVER OF OUR RIGHT TO RECOVER FROM OTHERS
ENDORSEMENT - CALIFORNIA
(BLANKET WAIVER)**

We have the right to recover our payments from anyone liable for an injury covered by this policy. We will not enforce our right against the person or organization named in the Schedule.

The additional premium for this endorsement shall be 3 .0 % of the California workers' compensation premium.

Schedule

Person or Organization

Job Description

ANY PERSON OR ORGANIZATION FOR WHICH THE INSURED HAS AGREED BY WRITTEN CONTRACT EXECUTED PRIOR TO LOSS TO FURNISH THIS WAIVER.

This endorsement changes the policy to which it is attached and is effective on the date issued unless otherwise stated.

(The information below is required only when this endorsement is issued subsequent to preparation of the policy.)

Endorsement Effective 09/15/2017
Insured Mark Thomas & Company, Inc.

Policy No. XJUB4342T25017

Endorsement No.
Premium

Insurance Company

Countersigned by _____

DATE OF ISSUE: 09-15-17 ST ASSIGN:

Page 1 of 1