

Board of Directors
NATALIE ARROYO
County of Humboldt
LESLIE CASTELLANO
City of Eureka
DEBRA GARNES
City of Rio Dell
ALEX STILLMAN
City of Arcata
TAMI TRENT
City of Fortuna
JACK TUTTLE
City of Trinidad
MIKE WILSON
County of Humboldt

HTA Board Staff
GREG PRATT
General Manager
KATIE COLLENDER
Deputy General Manager
CONSUELO ESPINOSA
Secretary to the Board



**Humboldt Transit Authority
Governing Board of Directors
North Coast Unified Air Quality Management District
Conference Room - 707 L St, Eureka, CA 95501
AGENDA**

Public Participation In-person or Teleconference
Microsoft Teams
Join on your computer, mobile app or room device
[Join the meeting now](#)
Meeting ID: 234 271 049 372 3
Passcode: RZ37YT78

May 6, 2026

9:00 AM

Regular Board Meeting

A. Call Meeting to Order

B. Roll Call & Introductions

C. Community Members Communication

Members of the community are invited to comment on items or issues not on the agenda.

D. Special Presentations

None

E. Consent Calendar

By motion, recommend the approval of the following items considered to be routine and enacted in one motion. Items may be removed from the consent calendar upon request and will be heard separately.

1. Minutes from April 8, 2026, Regular Board Meeting

Staff have prepared the minutes from the prior meeting.

Staff: [Consuelo Espinosa](#)

Action Recommended: Approve Minutes

Page 04

2. Measure O Contract Between HTA and the County of Humboldt

Staff: [Katie Collender](#)

On April 22, 2025, the Humboldt County Board of Supervisors approved Measure O Resolution 25-91, providing HTA with 15% of the revenue. HTA Staff, HTA Counsel, and the County of Humboldt have completed a draft Memorandum of Understanding (MOU).

~Draft MOU enclosed

Action Recommended: Approve the MOU between the County of Humboldt and the Humboldt Transit Authority and Authorize the General Manager to sign the Agreement.

Page 11

- 3. Incoming General Manager Salary Schedule Appointment Page 33
 HTA Counsel: Nancy Diamond
 HTA Staff: Greg Pratt
 Based on the Deputy General Manager’s experience and current salary level, Staff is recommending appointing her to Step E of the General Manager’s salary range.
 ~Salary Schedule Enclosed
Action Recommended: Appoint Katie Collender to Step E of the General Manager classification schedule for unrepresented employees, effective May 19, 2026

F. Item Removed from Consent Calendar

G. Reports

- 1. Caltrans District 1 Report
 Caltrans Staff: Saskia Rymer-Burnett & Tasha Ahlstrand
No Action Required
- 2. Draft February 2026 statistics and financial statements for all systems operated by HTA. Handout
 Staff: Carolann Aggeler
No Action Required
- 3. HTA Projects Update Page 36
 Staff: Seth Beres, Jerome Qiriazhi
No Action Required

H. New Business

- 1. Resolution of the Humboldt Transit Authority Recognizing and Commending the Services of General Manager Greg Pratt Page 37
 HTA Chair: Natalie Arroyo
Adopt Resolution 26-06 Recognizing General Manager Greg Pratt for 25 Years of Dedicated Service to the Humboldt Transit Authority
- 2. College of the Redwoods Bus Pass Program Page 38
 Staff: Katie Collender
 HTA staff and representatives from College of the Redwoods have worked out a pilot program that will allow students to ride HTA systems by using a phone application for their bus pass.
Action Recommended: Approve the Service Agreement Between Humboldt Transit Authority and College of the Redwoods and Authorize the General Manager to Sign the Agreement.
- 3. Project 26-02 W Street Resurfacing Project – Authorization to Release Invitation for Bid Page 49
 Staff: Seth Beres
 In order to address future growth in HTA’s transit fleet and to prepare for construction for the hydrogen fueling station, staff is recommending paving W Street to join the two lots.
Action Recommended: Authorize the General Manager to release an Invitation for Bid for Project 26-02 Construction of Maintenance Bay Retrofit to Support Fuel Cell Electric Buses.

4. Project 24-03 Demolition of Cedar House at 104 W Street Invitation for Bid: Response to Submitted Bids

In order to make room for the hydrogen fueling station, the demolition of the Cedar House next to the current fueling station needs to be demolished.

Action Recommended: Award Project 24-03 IFB to the lowest responsible and responsive bidder and authorize the General Manager to execute a contract with the lowest bidder.

I. Board Communications

J. Staff Communications

K. Closed Session

None

L. Adjournment

Humboldt Transit Authority (HTA) is committed to a policy of non-discrimination pursuant to the requirements of Title VI of the Civil Rights Act of 1964. Persons who require special accommodations, accessible seating, or documentation in alternative formats under the American with Disabilities Act or persons who require translation services (free of charge) should contact HTA at least two days prior to the meeting.

Humboldt Transit Authority (HTA) se compromete a una norma de no discriminación de acuerdo a los requisitos del Artículo VI del Acto Derechos Civiles de 1964. Las personas que requieren alojamiento especial de acuerdo con el American with Disabilities Act, o personas que requieren servicios de traducción (libre de cargo) deben comunicarse con HTA al menos dos días antes de la reunión.

MINUTES FOR THE HUBOLDT TRANSIT AUTHORITY
REGULAR BOARD MEETING
April 8, 2026
9:00 AM

Present

Absent

Board Members

Tami Trent – City of Fortuna

Stillman – City of Arcata

Natalie Arroyo – County of Humboldt

Leslie Castellano – City of Eureka

Mike Wilson – County of Humboldt Alex

Jack Tuttle - City of Trinidad

Debra Garnes – City of Rio Dell

Attended via Teams

Rick Ramacier; Consulting on behalf of CalACT; Jeweleanna Nelson, City of Eureka; Oona Smith, HCAOG; Stevie Luther, HCAOG; Sam Quincy, CRTP; Colin Fiske, CRTP; and Kelsey Yourkey, CRTP.

Staff

Greg Pratt – HTA General Manager

Consuelo Espinosa- Human Resources Manager

Katie Collender – Deputy General Manager

Carolann Aggeler – Finance Manager

Andi Evans – Finance and Administration Assistant (via Teams)

Trisha Anderson – Bookkeeper (via Teams)

Jim Wilson – HTA Director of Maintenance

Cody Ferreira – HTA ADA & Safety Coordinator

Jerome Qiriazzi – Transit Planner

Stephanie Groves – Operations Manager

Aaron Lagasse – Transportation Supervisor

Also present –

Nancy Diamond, HTA Legal Counsel; Saskia Rymer-Burnett, Caltrans District 1; and Joanne McGarry, Member of the Public.

CALL TO ORDER

Chairperson Natalie Aroyo called the meeting to order at 9:05 am.

COMMUNITY MEMBERS COMMUNICATIONS

Joanne McGarry a regular bus rider, commended bus drivers for their care, concern, and patience, highlighting their practice of stopping close to the curb to assist passengers with boarding. She requested that the Board consider a discussion on redesigning Arcata Transit routes to improve efficiency, effectiveness, and incentives for increased ridership. Ms. McGarry also reported that during a recent bus trip to Eureka, she observed three to four individuals at the 5th Street bus station and noted that trash waste remained after they departed, with photographic documentation provided. Additionally, she described experiencing harassing behavior near City Hall, stated that she notified the police, and expressed concern that the situation reduced her sense of personal safety and could discourage new bus riders.

SPECIAL PRESENTATIONS

Rick Ramacier, representing the California Association for Coordinated Transportation (CalACT), provided a legislative update on State and Federal legislative updates keying on assembly bills relevant to public transit. He added that while some discretionary funding, particularly for zero-emission bus (ZEV) projects, has declined, core formula programs continue to receive general support. He also noted that the federal Disadvantaged Business Enterprise (DBE) program is under review, with grantees advised to suspend DBE activities pending further guidance.

Regarding the State Budget, he reported that the Governor's FY 2026–27 proposal projects a shortfall of just under \$3 billion and includes no new transit funding increases, along with an approximate \$30 million reduction in State Transit Assistance (STA), largely due to lower fuel prices, with potential revisions expected in the May Revise.

CONSENT CALENDAR

By motion, recommend the approval of the following items considered to be routine and enacted in one motion. Items may be removed from the consent calendar upon request and will be heard separately.

1. Minutes from March 4, 2026, Regular Board Meeting and March 19, 2026 Special Board Meeting.

Staff have prepared the minutes from the prior meeting.

Staff: [Consuelo Espinosa and Andi Evans](#)

Action Recommended: Approve Minutes

2. Project Approval for Low Carbon Transit Operations Program (LCTOP) Funds for fiscal year 2026/27.

Staff: [Jerome Qiriazzi](#)

This year LCTOP funds have been split into two application cycles: Cycle A and Cycle B. Staff is requesting approval to apply for Cycle A funds, which have been released.

Action Recommended: Adopt resolution 26-02 authorizing application for LCTOP Cycle A grant funds and authorize the General Manager to execute all required documents of the LCTOP grant.

3. Project Approval for State Transit Assistance (STA) Funds and State of Good Repair (SGR) Funds for fiscal year 2026/27.

Staff: [Katie Collender](#)

Each year STA and SGR funds become available to the region for eligible operators through the Humboldt County Association of Governments. Staff have recommended projects to the HTA Governing Board of Directors for approval.

Action Recommended: Authorize staff to submit an application to the Humboldt County Association of Governments for State of Good Repair Funds in the amount of \$1,472,791 and State Transit Assistance Funds for Fiscal Year 2026/27 in the amount of \$319,273 by approving resolution 26-03.

4. Fiscal Year 2026/2027 Measure O Draft Workplan

Staff: [Katie Collender](#)

Residents voted to approve Ballot Measure O, which is a 1% sales tax towards Humboldt County roads and transit service. The County Board of Supervisors approved a 15% allocation to HTA.

Action Recommended: Approve the Humboldt Transit Authority's Fiscal Year 2026/2027 Work Plan by Adopting Resolution 26-04.

Motion by Councilmember Stillman, second by Councilmember Castellano to approve the Consent Calendar. Motion Carried Unanimously.

ITEMS REMOVED FROM CONCENT CALENDAR

5. Project 24-01 Construction of Maintenance Bay Retrofit to Support Fuel Cell Electric Buses – Authorization to Release Invitation for Bid

Staff: [Jerome Qiriazzi](#)

To safely work on hydrogen fuel cell vehicles in the maintenance bays, a retrofit is required.

Motion by Councilmember Leslie Castellano and second by Councilmember Alex Stillman to authorize the General Manager to release an Invitation for Bid for Project 24-01, with review and approval by the TIRCP Ad Hoc Committee prior to invitation to bid, and subject to TIRCP Ad Hoc Committee approval for construction of the Maintenance Bay Retrofit to support fuel cell electric buses. Motion carried unanimously.

6. Project 24-03 Demolition of Cedar House at 104 W Street, Eureka – Authorization to Release Invitation for Bid

Staff: [Jerome Qiriazzi](#)

The Hydrogen Fueling Station project requires demolition of staff offices at the "Cedar House."

Motion by Councilmember Leslie Castestellano and second by Councilmember Alex Stillman to Authorize the General Manager to release an Invitation for Bid for Project 24-03 Demolition of Cedar House at 104 W Street, Eureka.

REPORTS

Caltrans District 1 Report

[Caltrans Staff: Saskia Rymer-Burnett & Tasha Ahlstrand](#)

Saskia Rymer-Burnett, with Caltrans District 1, reported that discussions were held with HTA staff regarding Sections 5311 and 5339 grants for bus monitoring, and that the audit was scheduled with HTA. Staff assistance during the on-site visit was noted and greatly appreciated. It was further reported that Caltrans has undergone a statewide reorganization of its transit and rail programs, including the establishment of a Deputy Director for Transit and Rail Programs and the reconstitution of the Division of Mass Transportation under a broader coordinated structure with the Division of Rail and other related program areas. Additionally, she reported that Caltrans conducted a series of transit workshops in March, with further sessions to be scheduled. The next phase of work will include needs assessments and stakeholder feedback during April and May, followed by engagement with transit-adjacent groups and the development of district transit plans scheduled for June and July.

Draft January 2026 statistics and financial statements for all systems operated by HTA

[Staff: Carolann Aggeler](#)

Carolann Aggeler, HTA's Finance Manager, reported on trends in passenger fare payment methods across services. For Redwood Transit System (RTS), monthly passes and cash fares remain the most commonly used payment types. For Eureka Transit Service (ETS), monthly passes and stored value cards are the most popular. In Southern Humboldt, cash fares are the primary method of payment, with some use of monthly passes. For the North State Express (NSE), passengers primarily use cash and open-loop credit card payments. On NSE Route 101, both cash and credit card payments are commonly used. For Arcata & Mad River Transit System (AMRTS), Jack passes and day passes are most frequently used.

HTA Projects Update

[Staff: Jerome Qiriazzi](#)

HTA's Transit Planner, Jerome Qiriazzi, provided an update on several capital and planning projects. HTA received three fuel cell electric buses in early March, with performance testing completed on two units and only minor fault issues identified on another; overall performance has been good. Board members were also informed of upcoming Partnering Assets and Authorities for Comprehensive Transit (PAACT) meetings and were invited to attend. The PAACT project, led by HCAOG, supports regional coordination of transit, active transportation, and land use planning to meet Safe and Sustainable Transportation (SST) targets in the Regional Transportation Plan (RTP), with workshops scheduled for the week of April 27. Design work for the hydrogen fueling infrastructure is nearing completion, with construction still on track to begin in late July. The Cedar House demolition remains scheduled for May, and an Invitation for Bid is expected within the next one to two weeks. For the Eureka Transit Center, the construction package is targeted for submittal to the city by the end of the month. An Invitation for Bid for the maintenance bay retrofit is also expected to be released this month.

Finally, a pilot deployment of new bus stop pole signs featuring the “Ride Humboldt!” branding is planned along the North State Express 101 route. Designs are complete and encroachment permits are being processed for installation.

Deputy General Manager Report

Staff: [Katie Collender](#)

Deputy General Manager Katie Collender provided an update on the Community Transportation Association of America (CTAA) Legislative Fly-In held on March 5 in Washington, D.C., noting that attendance was sponsored by CalACT. During the event, CTAA legislative priorities were discussed, and an HTA overview sheet was shared. An update was also provided on offsite bus parking, with staff currently identifying potential locations to accommodate overflow parking during future yard construction projects. Regarding the Redwood Transit System redesign, it was noted that current staffing levels do not yet support implementation; however, a comprehensive rollout plan will be developed when staffing capacity allows. Finally, an update was provided on the new website transition, which will shift management to HTA’s IT contractor, Infinite Consulting Services. The updated platform will include enhanced features such as interactive route maps with toggle functionality for each line, allowing riders to view all routes simultaneously for improved navigation.

NEW BUSINESS

Humboldt Transit Authority Regular Board Meeting Dates & Location

Staff: [Katie Collender](#)

Katie Collender HTA’s Deputy General Manager reported that, due to the need for additional office space, construction work at the HTA office and conference room is scheduled to begin in mid-April. During this period, staff is proposing that meetings be held in the conference room of the North Coast Unified Air Quality Management District, located at 707 L Street, Eureka, CA 95501.

Motion by Councilmember Alex Stillman and second by Councilmember Leslie Castellano to Approve the Schedule and Meeting Location for Regular Board Meetings for the 2026 Calendar Year by Adopting Resolution 26-05. Motion carried unanimously.

Project 26-01 Office Remodel Invitation for Bid: Response to Submitted Bids

Staff: [Jerome Qiriazzi](#)

HTA’s Transit Planner, Jerome Qiriazzi, reported on the Hydrogen Fueling Station project, noting that it requires demolition of the Cedar House. To offset the loss of office space, HTA staff developed plans to remodel the existing Administration Building to construct additional interior office spaces. An Invitation for Bid (IFB) was released on February 18, 2026, and five bids were received by the March 6 deadline; however, all bids exceeded the budgeted amount and were rejected by the Board at the March 18, 2026, Special Meeting due to cost. At that same meeting, the Board authorized the General Manager to reissue the IFB with a revised schedule after staff identified additional funding sufficient to cover anticipated project costs. Accordingly, IFB Version

2 was released on March 23, 2026, with bids due April 3, 2026. Bid openings were conducted at 3:00 p.m. on April 3, 2026, and results were provided to the Board in a handout.

One bid was received by Adams Commercial General Contracting Inc. at a base bid of \$244,349. Staff confirmed the price is fair and reasonable in comparison to bids received during the first IFB.

Motion by Councilmember Tami Trent, Second by Councilmember Leslie Castellano to Award Project 26-01 to Adams Commercial General Contracting Inc. and Authorize the General Manager to Execute the Contract in the amount of \$244,349. Motion carried unanimously.

Affordable Housing Sustainable Communities (AHSC): Transit Service Agreement for Eureka Sunset Heights Housing Development Phase 2

Staff: [Jerome Qiriaz](#)

HTA's Transit Planner, Jerome Qiriaz, reported that the Rural Communities Housing Development Corporation (RCHDC), in partnership with HTA and the City of Eureka, is preparing an application for the Affordable Housing and Sustainable Communities (AHSC) Program Cycle 10 to support Phase 2 of the Sunset Heights housing development. RCHDC was previously awarded AHSC funding for Phase 1 under Cycle 9. The RCHDC application includes requested funding for transit, pedestrian, and bicycle improvements, as well as transit operations. Transit-related elements include bus stop improvements, transit signal priority, operating assistance for enhanced service, and an annual transit pass for each apartment unit. Specific improvement details are still being finalized. The total amount allocated for these improvements is not expected to exceed \$9 million and is anticipated to be approximately \$4 million. The application is due May 4, 2026, with award notifications expected later in the year.

Colin Fiske of CRTP inquired whether Caltrans has preliminary plans for the unfunded section of Broadway and encouraged continued advocacy for its advancement. Saskia responded that such efforts would be helpful in moving the conversation forward and noted that monthly meetings are held where issues are discussed and brainstorming occurs with Caltrans units.

Motion by Councilmember Leslie Castellano and second by Chairperson Natalie Arroyo to Approve the Agreement between the City of Eureka and Humboldt Transit Authority in an amount not to exceed nine million dollars, and Authorize the General Manager to Sign the Agreement, subject to approval by HTA General Counsel. Motion carried unanimously.

Board Communications

Councilmember Tami Trent reported that the City of Fortuna is moving forward with a proposed local sales tax measure, similar to Eureka's, intended to support general city services, and emphasized the importance of its passage.

Chairperson Natalie Arroyo announced the kickoff of the new Alaska Airline service at the Eureka Arcata Airport and that she would be speaking at the midday celebration event.

Staff Communications

Jim Wilson, HTA's Director of Maintenance reported that HTA will be participating in the job fair event at Eureka High School on April 22. The General Manager reported that staff will be attending the CalACT conference in the week of April 13 through April 17 and shared that Katie Collender will be receiving the Rising Star Award.

Closed Session

The Board adjourned into closed session pursuant to Government Code Sections 54957(b)(1) to conduct an employee performance evaluation of the incoming General Manager, and 54957.6 to meet with the designated representative regarding the terms and conditions of employment for the unrepresented incoming General Manager, with the Board Chair serving as the designated representative.

Upon reconvening in open session, there was nothing to report.

Meeting Adjourned

10:52 AM



133 V Street
Eureka, CA 95501

A Public Entity Serving Humboldt County Since 1976

Office: (707) 443-0826
Fax: (707) 443-2032
www.hta.org

TO: Chair Arroyo
All Governing Board Members

FROM: Katie Collender, Deputy General Manager

DATE: May 6, 2026

SUBJECT: Measure O Contract

At the 2024 November election, Humboldt County residents voted to approve Ballot Measure O, which is a 1% sales tax to be put towards Humboldt County roads and transit service. At the April 22nd, 2025, County Board of Supervisors meeting, the Board approved a funding allocation split between roads and transit, electing to allocate 15% of the tax measure revenue towards transit, specifically to the Humboldt Transit Authority (HTA). The Board also authorized that the HCAOG Social Services Transportation Advisory Council (SSTAC) provide input on HTA fiscal year spending plan. Over the past six months, HTA Staff and Legal Counsel have worked with the County of Humboldt to develop a five-year contract regarding Measure O.

A summary of HTA obligations identified are as follows:

- Develop an Annual Work Plan that enhances and maintains transit service.
- Work with the Humboldt County Association of Government's Social Services Transportation Advisory Council for review and comments.
- Provide Quarterly and Final Reports to the County of Humboldt.

Action Recommended: Approve the Contract between the County of Humboldt and the Humboldt Transit Authority and Authorize the General Manager to sign the Agreement.

**MEMORANDUM OF UNDERSTANDING
BY AND BETWEEN
COUNTY OF HUMBOLDT
AND
HUMBOLDT TRANSIT AUTHORITY
FOR FISCAL YEARS 2025/2026 – 2029/30**

This Memorandum of Understanding (“MOU”), entered into this 1st day of July, 2025 by and between the County of Humboldt, a political subdivision of the State of California, hereinafter referred to as “COUNTY,” and the Humboldt Transit Authority, a joint powers authority, hereinafter referred to as “HTA,” is made upon the following considerations:

WHEREAS, California Government Code Section 26227 provides that the board of supervisors of any county may appropriate and expend money from the county’s general fund to finance programs deemed to be necessary to meet the social needs of the population of the county, including, without limitation, the areas of health, law enforcement and public safety; and

WHEREAS, COUNTY placed a one (1.0) cent local sales and use tax measure, known as “Measure O,” on the November 2024 ballot to maintain and improve essential services; and

WHEREAS, Measure O was passed by the voters of Humboldt County on November 6, 2024 and became operative on April 1, 2025; and

WHEREAS, due to the passage of Measure O, COUNTY has additional funding to maintain and improve essential services, including, without limitation: repairing deteriorating roads; fixing potholes; maintaining evacuation routes; bus services; becoming eligible for Humboldt’s fair share of state and federal roads funding; and

WHEREAS, COUNTY created an eleven (11) member Funding Ad Hoc to review Measure O funding needs and potential spending plans related to roads and transit services, and make recommendations to the Humboldt County Board of Supervisors on the amount of funding that should be provided for each service; and

WHEREAS, on April 22, 2025, the Humboldt County Board of Supervisors received the Funding Ad Hoc’s recommendation and adopted Resolution No. 25-91, Establishing a Measure O Spending Plan for Fiscal Years 2025-26 Through FY 2029-30 and Citizens’ Oversight Committee (“Resolution No. 25-91”); and

WHEREAS, Resolution No. 25-91 approved providing fifteen percent (15%) of the Measure O annual baseline revenue projection of \$24,000,000 (“Baseline Projected Revenue”) annually to HTA for transit services for a period of five (5) years, fiscal years (“FY”) 2025-26 through FY 2029-30; and

WHEREAS, Resolution No. 25-91 further approves providing on an annual basis fifteen percent (15%) of Measure O revenue in excess of the Baseline Projected Revenue (“Excess Revenue”) to HTA for public transit purposes after paying down an existing negative roads fund balance and building a roads contingency fund in the amount of \$3.84 million; and

WHEREAS, Resolution No. 25-91 also provides that HTA’s annual allocation will be provided “less County indirect costs.” These costs are based on time tracking and applied through COUNTY’s approved cost plan, typically two years in arrears. Indirect cost amounts are removed from HTA’s annual allocations, and are not a payment by, or obligation of, HTA; and

WHEREAS, public review of HTA’s proposed and adopted work plans, as well as HTA’s actual expenditures against those work plans is vital for local transparency and trust, and HTA will appear before several publicly noticed Brown Act committees and submit reports that will be available to the public to ensure necessary oversight is available; and

WHEREAS, COUNTY finds that the issuance of advanced payments each year for services and purchases related to, and administration of, HTA’s Work Plan will serve a public purpose by ensuring the timely provision of transit services in Humboldt County; and

WHEREAS, on June 25, 2025, the HTA Governing Board of Directors adopted Resolution No. 25-11, approving the Work Plan and Budget for Expenditure of Measure O Funds for Fiscal Year 2025-2026; and

WHEREAS, COUNTY and HTA desire to enter into an agreement which sets forth each party’s rights and responsibilities regarding the expenditure of Measure O funds allocated to HTA.

NOW THEREFORE, in consideration of the foregoing, and of the mutual promises contained herein, the parties hereto mutually agree as follows:

1. COUNTY OBLIGATIONS:

A. COUNTY shall provide HTA with the Measure O revenue allocation as set forth in Section 5 for the purpose of paying the costs and expenses associated purchasing equipment and assets and providing transit service through June 30, 2030.

2. HTA OBLIGATIONS:

A. Annual Work Plan. Each year, HTA will create a plan that guides the use Measure O funds (“Work Plan”). The Work Plan should describe funding priorities, identify specific projects when possible, and contain as much budgetary detail as possible.

1. HTA expenditures related to the Work Plan are restricted to supporting operational and capital expenses that directly enhance and maintain transit service. This excludes large infrastructure projects like building construction that do not directly contribute to service expansion.

2. Any expenditure for construction must comply with the Uniform Construction Cost Accounting Commission’s Cost Accounting Policies and Procedures Manual, as from time to time amended, or other cost accounting and procurement procedures as approved by COUNTY.

B. Committee Review. Prior to HTA adopting its annual budget, HTA will present its annual Work Plan to the Humboldt County Association of Governments (“HCAOG”) Social Services Transportation Advisory Council (“SSTAC”) for review and comment at a public meeting. Regardless of whether or not HTA incorporates the SSTAC’s recommendations, HTA will address the SSTAC recommendations when adopting its annual budget, explaining why any recommendation was accepted or rejected.

1. For each annual Work Plan, HTA will include in its presentation to the SSTAC information concerning the current status of projects and expenditures which had been previously presented to the SSTAC in the year prior. The Parties acknowledge that HTA duly completed and adopted a Work Plan and budget for fiscal year 2025-2026, attached hereto as Exhibit A and incorporated herein.

2. HTA will also provide this information to the Humboldt County Department of Public Works in time for the information to be included in Public Works' annual report to the Board of Supervisors, which is due by December 31 each year.
3. HTA will provide information and records requested by the Audit Committee in time for its annual meeting regarding examination of Measure O expenditures. At a minimum, this will include the adopted Work Plan, quarterly claims for reimbursement HTA submits to the County Administrative Office, and justification for rates used.
4. HTA will attend the Audit Committee's annual meeting to discuss Measure O expenditures with the Audit Committee.
5. HTA will provide a copy of all Work Plans and reports referenced in this section, as well as its adopted Work Plan, to COUNTY at the same time those Work Plans and reports are provided to other bodies and agencies.

C. Quarterly and Final Reports. HTA shall provide quarterly and final reports to COUNTY as set forth in Exhibit B – Quarterly and Final Summary Reports, which is attached hereto and incorporated herein by reference as if set forth in full. Any and all quarterly and final reports required hereunder shall be prepared in a format that is substantially similar to COUNTY's standard Measure O report form, which is attached hereto as Exhibit C – Quarterly and Final Report Form and incorporated herein by reference as if set forth in full.

D. Social Media. HTA will post summaries of the information contained in the quarterly and final reports submitted pursuant to the terms and conditions of this MOU on HTA-maintained social media accounts as set forth in Exhibit D – Social Media Reporting Requirements, which is attached hereto and incorporated herein by reference as if set forth in full.

E. Recognition of Measure O Funding. HTA shall cooperate with COUNTY efforts to recognize Measure O funding. Such recognition may include, but is not limited to, press releases, photos, adhesives to equipment, and other efforts.

3. TERM:

This MOU shall begin on July 1, 2025 and shall remain in full force and effect until June 30, 2030, unless extended by a valid amendment hereto or sooner terminated as set forth herein.

4. TERMINATION:

A. Termination for Cause. COUNTY may, in its sole discretion, immediately terminate this MOU, if HTA fails to adequately fulfill its obligations hereunder within the time limits specified herein, fails to comply with the terms or conditions set forth herein, or violates any local, state or federal law, regulation or standard applicable to its performance hereunder. COUNTY shall provide written notice to HTA describing HTA's failure to fulfill its obligations, and shall provide HTA a reasonable time period for HTA to cure. If HTA fails to correct or otherwise cure the deficiency within the time stated in the COUNTY's notice, or after 30 days if not stated therein, COUNTY may terminate this MOU.

B. Termination without Cause. COUNTY may terminate this MOU without cause upon sixty (60) days advance written notice which states the effective date of the termination.

C. Payment of Allocation upon Termination. In the event this MOU is terminated, HTA shall be entitled to receive the appropriate allocation of Measure O funds expended pursuant to the Work Plan up to the date of termination. HTA shall return any unexpended funds already received. This provision shall not limit or reduce any damages owed to COUNTY due to a breach of this

MOU by HTA.

5. MEASURE O REVENUE ALLOCATION:

- A. Baseline Projected Revenue Allocation. HTA will be allocated fifteen percent (15%) of the Baseline Projected Revenue each year, less COUNTY indirect costs. The estimated amount of Baseline Projected Revenue payable each fiscal year by COUNTY for annual Work Plan costs and expenses is Three Million Six Hundred Thousand Dollars (\$3,600,000), equal to an estimated Eighteen Million Dollars (\$18,000,000.00) total. COUNTY indirect costs will be no more than 2% of Baseline Projected Revenue, except for the indirect costs applied towards the Fiscal Year 2027-28 allocation when the COUNTY indirect costs will be no more than 3% of Baseline Projected Revenue. If COUNTY indirect costs exceed this amount for a given year both parties agree to renegotiate this Agreement.

In the event that the maximum amount payable for a specified fiscal year is not reached, the remaining balance thereof that is obligated per the conditions specified in Resolution No. 25-91 will be added to the maximum amount payable for the following fiscal year. Prior year unobligated and unspent funding will be allocated in future years in accordance with Resolution No. 25-91. Consistent with Resolution No. 25-91 Section 3.A.1, funds unobligated and unspent in a specified year shall be applied to HTA’s allocation in the first full fiscal year after that funding is accounted for. Any funding that is unspent as of June 30, 2030 will return to the county for Board consideration. The County Administrative Office will provide its allocation in writing to HTA by March 1 each year.

If annual Measure O actual revenues fall below the Baseline Projected Revenue, COUNTY may proportionately reduce HTA’s Measure O allocation for the following fiscal year in accordance with Resolution No. 25-91.

- B. Excess Revenue. Each year, COUNTY shall provide HTA with fifteen percent (15%) of Excess Revenue, if any, pursuant to the conditions detailed in Humboldt County Resolution No. 25-91.
- C. Schedule of Rates. The specific rates and costs applicable to this MOU shall be adopted each year together with adoption of the Work Plan. For Fiscal Year 2025-2026, the specific rates and costs are set forth in Exhibit E – Schedule of Rates. HTA shall submit to COUNTY a new Schedule of Rates each year together with the Work Plan for that year. HTA may shift up to twenty percent (20%) of the budgeted amounts between categories of each year’s adopted Work Plan with prior notice and explanation provided to COUNTY.

6. PAYMENT:

- A. Advance Payment. Each year, COUNTY shall provide HTA with advance payment equivalent to Twenty Five Percent (25%) of its of Baseline Projected Revenue, or Nine Hundred Thousand Dollars (\$900,000.00) as soon as possible after approval of COUNTY’s annual budget.
 - 1. In the event the Board of Supervisors allocates an amount that is different than the amount payable in Section 5(A) in any given year, COUNTY shall provide an advance payment equivalent to Twenty Five Percent (25%) of that year’s annual allocation.
- B. Quarterly Payments. HTA shall submit to COUNTY quarterly invoices for reimbursement of the remaining annual allocation substantiating the costs and expenses incurred pursuant to the terms and conditions of this MOU no later than thirty (30) days after the end of each calendar quarter. HTA shall submit a final undisputed invoice for payment within thirty (30) days following the

expiration or termination of this MOU. Invoices shall be prepared using a format that is substantially similar to Exhibit F – Measure O Invoice Form, which is attached hereto and incorporated herein by reference as if set forth in full. Payment for any and all costs and expenses incurred pursuant to the terms and conditions of this MOU shall be made within thirty (30) days after the receipt of approved invoices. Any and all invoices submitted pursuant to the terms and conditions of this MOU shall be sent to COUNTY at the following address:

COUNTY: Humboldt County Administrative Office
Attention: Sean Quincey, Deputy County Administrative Officer
825 Fifth Street, Room 112
Eureka, California 95501

7. NOTICES:

Any and all notices required pursuant to the terms and conditions of this Agreement shall be in writing and either 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 Administrative Office
Attention: Sean Quincey, Deputy County Administrative Officer
825 Fifth Street, Room 112
Eureka, California 95501

HTA: Humboldt Transit Authority
Attention: General Manager
133 V Street
Eureka, California 95501

8. RECORD RETENTION AND INSPECTION:

A. Maintenance and Preservation of Records. HTA hereby agrees to timely prepare accurate and complete financial, performance and payroll records, documents and other evidence relating to the costs and expenses incurred pursuant to the terms and conditions of this MOU, and to maintain and preserve said records for at least three (3) years from the date of final payment hereunder, except that if any litigation, claim, negotiation, audit or other action is pending, the records shall be retained until completion and resolution of all issues arising therefrom. Such records shall be original entry books with a general ledger itemizing any and all costs and expenses incurred pursuant to the terms and conditions of this MOU.

B. Inspection of Records. Pursuant to California Government Code Section 8546.7, any and all records, documents, conditions and activities of HTA, and its subcontractors, related to the costs and expenses incurred pursuant to the terms and conditions of this MOU, shall be subject to the examination and audit of the California State Auditor and any other duly authorized agents of the State of California for a period of three (3) years after the date of final payment hereunder. HTA hereby agrees to make all such records available during normal business hours to inspection, audit and reproduction by COUNTY and any other duly authorized local, state and/or federal agencies. HTA further agrees to allow interviews of those employees who might reasonably have information related to such records, as determined by HTA in its sole discretion, by COUNTY and any other duly authorized local and/or state. Any and all examinations and audits conducted hereunder shall be strictly confined to those matters connected with the performance of this MOU, including, without limitation, the costs associated with the

administration of this MOU.

- C. Audit Costs. In the event of an audit exception or exceptions related to the costs and expenses incurred pursuant to the terms and conditions of this MOU, the party responsible for not meeting the requirements set forth herein shall be responsible for the deficiency and for the cost of such audit. If the allowable expenditures cannot be determined because HTA's documentation is nonexistent or inadequate, according to generally accepted accounting practices, the questionable cost shall be disallowed by COUNTY.

9. MONITORING:

HTA hereby agrees that COUNTY has the right to monitor any and all activities related to this MOU, including, without limitation, the right to review and monitor HTA's records, policies, procedures and overall business operations, on reasonable notice, in order to ensure compliance with the terms and conditions of this MOU. HTA shall cooperate with a corrective action plan, if deficiencies in HTA's records, policies, procedures or overall performance hereunder are identified by COUNTY. However, COUNTY is not responsible, and shall not be held accountable, for overseeing or evaluating the adequacy of HTA's performance hereunder.

10. CONFIDENTIAL INFORMATION:

- A. Disclosure of Confidential Information. In the performance of this MOU, HTA may receive information that is confidential under local, state or federal law. HTA hereby agrees to protect all confidential information in accordance with any and all applicable local, state and federal laws, regulations, policies, procedures and standards, including, without limitation: California Welfare and Institutions Code Sections 827, 5328, 10850 and 14100.2; California Health and Safety Code Sections 1280.15 and 1280.18; the California Information Practices Act of 1977; the California Confidentiality of Medical Information Act ("CMIA"); the United States Health Information Technology for Economic and Clinical Health Act ("HITECH Act"); the United States Health Insurance Portability and Accountability Act of 1996 ("HIPAA") and any current and future implementing regulations promulgated thereunder, including, but not limited to, the Federal Privacy Regulations contained in Title 45 of the Code of Federal Regulations ("C.F.R.") Parts 160 and 164, the Federal Security Standards contained in 45 C.F.R. Parts 160, 162 and 164 and the Federal Standards for Electronic Transactions contained in 45 C.F.R. Parts 160 and 162, all as may be amended from time to time.
- B. Continuing Compliance with Confidentiality Requirements. Each party hereby acknowledges that local, state and federal laws, regulations and standards pertaining to confidentiality, electronic data security and privacy are rapidly evolving and that amendment of this MOU may be required to ensure compliance with such developments. Each party hereby agrees to promptly enter into negotiations concerning an amendment to this MOU embodying written assurances consistent with the requirements of HIPAA, the HITECH Act, the CMIA and any other applicable local, state and federal laws, regulations or standards.

11. NON-DISCRIMINATION COMPLIANCE :

- A. Professional Services and Employment. In connection with the execution of this MOU, HTA, and its subcontractors, shall not unlawfully discriminate in the provision of professional services or against any employee or applicant for employment because of: race; religion or religious creed; color; age (over forty (40) years of age); sex, including, without limitation, gender identity and expression, pregnancy, childbirth and related medical conditions; sexual orientation, including, without limitation, heterosexuality, homosexuality and bisexuality; national origin;

ancestry; marital status; medical condition, including, without limitation, cancer and genetic characteristics; mental or physical disability, including, without limitation, HIV status and AIDS; political affiliation; military service; denial of family care leave; or any other classifications protected by any and all applicable local, state or federal laws, regulations or standards, all as may be amended from time to time. Nothing herein shall be construed to require employment of unqualified persons.

- B. Compliance with Anti-Discrimination Laws. HTA further assures that it, and its subcontractors, shall abide by the applicable provisions of: Title VI and Title VII of the Civil Rights Act of 1964; Section 504 of the Rehabilitation Act of 1973; the Age Discrimination Act of 1975; the Food Stamp Act of 1977; Title II of the Americans with Disabilities Act of 1990; the California Fair Employment and Housing Act; California Civil Code Sections 51, *et seq.*; California Government Code Sections 4450, *et seq.*; California Welfare and Institutions Code Section 10000; Division 21 of the California Department of Social Services Manual of Policies and Procedures; United States Executive Order 11246, as amended and supplemented by United States Executive Order 11375 and 41 C.F.R. Part 60; and any other applicable local, state or federal laws, regulations or standards, all as may be amended from time to time. The applicable regulations of the California Fair Employment and Housing Commission implementing California Government Code Section 12990, set forth in Sections 8101, *et seq.* of Title 2 of the California Code of Regulations are incorporated herein by reference as if set forth in full.

12. NUCLEAR-FREE HUMBOLDT COUNTY ORDINANCE COMPLIANCE:

By executing this MOU, HTA certifies that it is not a Nuclear Weapons Contractor, in that HTA is not knowingly or intentionally engaged in the research, development, production or testing of nuclear warheads, nuclear weapons systems or nuclear weapons components as defined by the Nuclear-Free Humboldt County Ordinance. HTA hereby agrees to notify COUNTY immediately if it becomes a Nuclear Weapons Contractor as defined above. COUNTY may immediately terminate this MOU if it determines that the foregoing certification is false or if HTA subsequently becomes a Nuclear Weapons Contractor.

13. INDEMNIFICATION:

- A. Hold Harmless, Defense and Indemnification. HTA shall hold harmless, defend and indemnify COUNTY and its agents, officers, officials, employees and volunteers from and against any and all claims, demands, losses, damages, liabilities, expenses and costs of any kind or nature, including, without limitation, attorney’s fees and other costs of litigation, arising out of, or in connection with, HTA negligent performance of, or failure to comply with, any of the duties and/or obligations contained herein, except such loss or damage which was caused by the sole negligence or willful misconduct of COUNTY.
- B. Effect of Insurance. Acceptance of the insurance required by this MOU shall not relieve HTA from liability under this provision. This provision shall apply to all claims for damages related to HTA’s performance hereunder, regardless of whether any insurance is applicable or not. The insurance policy limits set forth herein shall not act as a limitation upon the amount of indemnification or defense to be provided by HTA pursuant to the terms and conditions of this MOU.

14. INSURANCE REQUIREMENTS:

This MOU shall not be executed by COUNTY, and HTA is not entitled to any rights hereunder, unless certificates of insurance, or other sufficient proof that the following provisions have been complied

with, are received by the Humboldt County Risk Manager or a designee thereof.

A. General Insurance Requirements. Without limiting HTA’s indemnification obligations set forth herein, HTA, and its subcontractors, shall take out and maintain, throughout the entire term of this MOU, and any extensions thereof, the following self-insurance, pooled program, or policies of insurance placed with insurers authorized to do business in the State of California and with a current A.M. Bests rating of no less than A: VII or its equivalent against personal injury, death and property damage which may arise from, or in connection with, the activities of HTA and its agents, officers, directors, employees, licensees, invitees, assignees or subcontractors:

1. Commercial General Liability Insurance at least as broad as Insurance Services Office Commercial General Liability Coverage (occurrence form CG 0001), in an amount of Two Million Dollars (\$2,000,000.00) per occurrence for any one (1) incident, including, without limitation, personal injury, death and property damage. If a general aggregate limit is used, such limit shall apply separately hereto or shall be twice the required occurrence limit.
2. Automobile/Motor Liability Insurance with a limit of liability of no less than One Million Dollars (\$1,000,000.00) combined single limit coverage. Such insurance shall include coverage of all owned, hired and non-owned vehicles, and be at least as broad as Insurance Service Office Form Code 1 (any auto).
3. Workers’ Compensation Insurance, as required by the California Labor Code, with statutory limits, and Employers Liability Insurance with a limit of no less than One Million Dollars (\$1,000,000.00) per accident for bodily injury or disease. Said policy shall contain, or be endorsed to contain, a waiver of subrogation against COUNTY and its agents, officers, officials, employees and volunteers.
4. Professional Liability Insurance – Error and Omission Coverage including coverage in an amount no less than Two Million Dollars (\$2,000,000.00)). Said insurance shall be maintained for the statutory period during which HTA may be exposed to liability regarding the performance of its obligations hereunder. HTA shall require that such coverage be incorporated into its professional services agreements with any other entities.

B. Special Insurance Requirements. Said policies shall, unless otherwise specified herein, be endorsed with the following provisions:

1. The Commercial General Liability Policy shall provide that COUNTY, and its agents, officers, officials, employees and volunteers, are covered as additional insured or additional covered party for liability arising out of the operations performed by or on behalf of HTA. The coverage shall contain no special limitations on the scope of protection afforded to COUNTY or its agents, officers, officials, employees and volunteers. Said policy shall also contain a provision stating that such coverage:
 - a. Includes contractual liability.
 - b. Does not contain exclusions as to property damage caused by explosion or collapse of structures or underground damage, commonly referred to as “XCU Hazards.”
 - c. Is the primary insurance with regard to COUNTY.
 - d. Does not contain a pro-rata, excess only and/or escape clause.

- e. Contains a cross liability, severability of interest or separation of insureds clause.
 - 2. The above-referenced policies or coverage shall not be canceled, non-renewed or materially reduced in coverage without HTA providing thirty (30) days prior written notice to COUNTY in accordance with the notice requirements set forth herein. It is further understood that HTA shall not terminate such coverage until COUNTY receives adequate proof that equal or better insurance has been secured.
 - 3. The inclusion of more than one (1) insured shall not operate to impair the rights of one (1) insured against another insured, and the coverage afforded shall apply as though separate policies had been issued to each insured, but the inclusion of more than one (1) insured shall not operate to increase the limits of the insurer’s liability.
 - 4. For claims related to this MOU, HTA’s insurance is the primary coverage to COUNTY, and any insurance or self-insurance programs maintained thereby are excess to HTA’s insurance and will not be used to contribute therewith.
 - 5. Any failure to comply with the terms and conditions of this MOU shall not affect the coverage provided to COUNTY or its agents, officers, officials, employees and volunteers.
 - 6. HTA shall furnish COUNTY with certificates of coverage effecting the required coverage prior to execution of this MOU. Any deductible or self-insured retention over One Hundred Thousand Dollars (\$100,000.00) shall be disclosed to, and approved by, COUNTY. If HTA does not keep all required policies in full force and effect, COUNTY may, in addition to any other available remedies, take out the necessary insurance and deduct the cost of said insurance from the monies owed to HTA under this MOU.
- C. Insurance Notices. Any and all notices regarding the insurance required hereunder shall be sent to the addresses set forth below in accordance with the notice requirements contained herein.

COUNTY: County of Humboldt
 Attention: Risk Management
 825 Fifth Street, Room 131
 Eureka, California 95501

HTA: Humboldt Transit Authority
 Attention: General Manager
 133 V Street
 Eureka, California 95501

15. RELATIONSHIP OF PARTIES:

It is understood that this MOU is by and between two (2) independent entities and is not intended to, and shall not be construed to, create the relationship of agent, servant, employee, partnership, joint venture, or any other similar association. Each party hereby agrees that HTA shall not be entitled to any benefits to which COUNTY employees are entitled, including, without limitation, overtime, retirement, leave or workers’ compensation benefits. HTA shall be solely responsible for the acts and omissions of its agents, officials, officers, employees, assignees and subcontractors.

16. COMPLIANCE WITH APPLICABLE LAWS, REGULATIONS AND STANDARDS:

- A. General Legal Requirements. HTA hereby agrees to comply with any and all local, state and

federal laws, regulations, policies, procedures and standards applicable to its performance hereunder.

- B. Licensure Requirements. HTA hereby agrees to comply with any and all local, state and federal licensure, certification and accreditation requirements applicable to its performance hereunder.
- C. Accessibility Requirements. HTA hereby agrees to comply with any and all applicable accessibility requirements set forth in the Americans with Disabilities Act, Section 508 of the Rehabilitation Act of 1973, as amended, California Government Code Section 11135 and any current and future implementing regulations, policies, procedures and standards promulgated thereunder, including, without limitation, the federal accessibility standards set forth in 36 C.F.R. Section 1194.1, all as may be amended from time to time
- D. Conflict of Interest Requirements. HTA hereby agrees to comply with any and all applicable conflict of interest requirements set forth in the California Political Reform Act and any current and future implementing regulations, policies, procedures and standards promulgated thereunder, including, without limitation, the County of Humboldt's Conflict of Interest Code, all as may be amended from time to time

17. PROVISIONS REQUIRED BY LAW:

This MOU is subject to any additional local, state and federal restrictions, limitations or conditions that may affect the terms, conditions or funding of this MOU. This MOU shall be read and enforced as though all legally required provisions are included herein, and if any such provision is not included, or incorrectly stated, the parties agree to amend this MOU to make such insertion or correction.

18. REFERENCE TO LAWS, REGULATIONS AND STANDARDS:

In the event any law, regulation or standard referred to herein is amended during the term of this MOU, each party hereby agrees to comply with the amended provision as of the effective date of such amendment.

19. SEVERABILITY:

If any provision of this MOU, or any portion thereof, is found by any court of competent jurisdiction to be unenforceable or invalid for any reason, such provision shall be severable and shall not in any way impair the enforceability of any other provision of this MOU.

20. ASSIGNMENT:

Neither party shall delegate its duties nor assign its rights hereunder, either in whole or in part, without the other party's prior written consent. Any assignment by either party in violation of this provision shall be void, and shall be cause for immediate termination of this MOU. This provision shall not be applicable to service agreements or other arrangements usually or customarily entered into by either party to obtain supplies, technical support or professional services.

21. AGREEMENT SHALL BIND SUCCESSORS:

All provisions of this MOU shall be fully binding upon, and inure to the benefit of, the parties and to each of their heirs, executors, administrators, successors and permitted assigns.

22. WAIVER OF DEFAULT:

The waiver by either party of any breach of this MOU shall not be deemed to be a waiver of any such

breach in the future, or of the breach of any other requirement of this MOU. In no event shall any payment by COUNTY constitute a waiver of any breach of this MOU which may then exist on the part of HTA. Nor shall such payment impair or prejudice any remedy available to COUNTY with respect to any breach or default. COUNTY shall have the right to demand repayment of, and HTA shall promptly refund, any funds disbursed to HTA which COUNTY determines were not expended in accordance with the terms and conditions of this MOU.

23. NON-LIABILITY OF OFFICIALS AND EMPLOYEES:

No official or employee of either party shall be personally liable for any default or liability under this MOU.

24. AMENDMENT:

This MOU may be amended at any time during the term hereof upon the mutual consent of both parties. No addition to, or alteration of, the terms of this MOU shall be valid unless made in writing and signed by authorized representatives of the parties hereto.

25. STANDARD OF PRACTICE:

HTA warrants that it has the degree of learning and skill ordinarily possessed by reputable professionals practicing in similar localities in the same profession and under similar circumstances. HTA's duty is to exercise such care, skill and diligence as professionals engaged in the same profession ordinarily exercise under like circumstances.

26. Intentionally Omitted

27. JURISDICTION AND VENUE:

This MOU shall be construed in accordance with the laws of the State of California. Any dispute relating hereto shall be litigated in the State of California and venue shall lie in the County of Humboldt unless transferred by court order pursuant to California Code of Civil Procedure Sections 394 or 395.

28. ADVERTISING AND MEDIA RELEASE:

Any and all informational material related to this MOU shall receive approval from COUNTY prior to being used as advertising or released to the media, including, without limitation, television, radio, newspapers and internet. COUNTY shall provide HTA with suggested language, and a Measure O logo, for all press releases. HTA shall inform COUNTY of any and all requests for interviews by media related to this MOU. HTA will make good faith efforts to inform COUNTY of such requests before interviews take place.

29. SUBCONTRACTS

HTA shall obtain prior written approval from COUNTY before subcontracting any of the obligations set forth herein. Any and all subcontracts shall be subject to all applicable terms and conditions of this MOU, including, without limitation, the licensing, certification and confidentiality requirements set forth herein. HTA shall remain legally responsible for the performance of all terms and conditions of this MOU, including, without limitation, any and all services provided by third parties under subcontracts, whether approved by COUNTY or not.

30. SURVIVAL OF PROVISIONS:

The duties and obligations of the parties set forth in Section 4(D) – Compensation upon Termination, Section 8 – Record Retention and Inspection, Section 10 – Confidential Information and Section 13 – Indemnification shall survive the expiration or termination of this MOU.

31. CONFLICTING TERMS OR CONDITIONS:

In the event of any conflict in the terms or conditions set forth in any other agreements in place between the parties hereto and the terms and conditions set forth in this MOU, the terms and conditions set forth herein shall have priority.

32. INTERPRETATION:

This MOU, as well as its individual provisions, shall be deemed to have been prepared equally by both of the parties hereto, and shall not be construed or interpreted more favorably for one (1) party on the basis that the other party prepared it.

33. INDEPENDENT CONSTRUCTION:

The titles of the sections and subsections set forth herein are inserted for convenience of reference only and shall be disregarded in construing or interpreting any of the provisions of this MOU.

34. FORCE MAJEURE:

Neither party hereto shall be liable or responsible for delays or failures in performance resulting from events beyond the reasonable control, and without the fault or negligence, of such party. Such events shall include, without limitation, acts of God, strikes, lockouts, riots, acts of war, epidemics, pandemics, acts of government, fire, power failures, nuclear accidents, earthquakes, unusually severe weather, acts of terrorism or other disasters, whether or not similar to the foregoing.

35. ENTIRE AGREEMENT:

This MOU contains all of the terms and conditions agreed upon by the parties hereto and no other agreements, oral or otherwise, regarding the subject matter of this MOU shall be deemed to exist or to bind either of the parties hereto. In addition, this MOU shall supersede in their entirety any and all prior agreements, promises, representations, understandings and negotiations of the parties, whether oral or written, concerning the same subject matter. Any and all acts which may have already been consummated pursuant to the terms and conditions of this MOU are hereby ratified.

36. COUNTERPART EXECUTION:

This MOU, and any amendments hereto, may be executed in one (1) or more counterparts, each of which shall be deemed to be an original and all of which, when taken together, shall be deemed to be one (1) and the same agreement. This MOU, and any amendments hereto, may be signed by manual or electronic signatures in accordance with any and all applicable local, state and federal laws, regulations and standards, and such signatures shall constitute original signatures for all purposes. A signed copy of this MOU, and any amendments hereto, transmitted by email or by other means of electronic transmission shall be deemed to have the same legal effect as delivery of an original executed copy of this MOU and any amendments hereto.

37. AUTHORITY TO EXECUTE:

Each person executing this MOU represents and warrants that he or she is duly authorized and has legal authority to execute and deliver this MOU. Each party represents and warrants to the other that the execution and delivery of this MOU and the performance of such party's obligations hereunder have been duly authorized.

[Signatures on Following Page]

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

HTA:

By: _____

Date: _____

Name: _____

Title: _____

COUNTY OF HUMBOLDT:

By: _____

Date: _____

Elishia Hayes, County Administrative Officer
*(Pursuant to the authority granted by the Humboldt
County Board of Supervisors on April 22, 2025
[Item I-3])*

INSURANCE AND INDEMNIFICATION REQUIREMENTS APPROVED:

By: _____

Date: _____

Risk Management

LIST OF EXHIBITS:

- Exhibit A – HTA Work Plan, FY 2025-2026
- Exhibit B – Quarterly and Final Summary Reports
- Exhibit C – Quarterly and Final Report Form
- Exhibit D – Social Media Reporting Requirements
- Exhibit E – Schedule of Rates
- Exhibit F – Measure O Invoice Form

**EXHIBIT A
WORK PLAN
FY 2025-2026**

EXHIBIT B
QUARTERLY AND FINAL SUMMARY REPORT
 HTA
 For Each Fiscal Year

1. DUE DATES:

Quarterly reports are due one (1) month after the end of each quarter. Quarterly reports will be based on COUNTY fiscal year quarters. The table below shows each fiscal year quarter and the report due dates. HTA must submit a quarterly report for each quarter in which the contract is active. The Final Summary Report is due one (1) month after completion of the contract term.

Quarter	Dates Included	Date Report Due to County
1	July 1 through September 30	October 31
2	October 1 through December 31	January 31
3	January 1 through March31	April 30
4	April 1 through June 30	July 31
Final Summary Report	Based on MOU term	One (1) month after MOU expiration

2. SUBMISSION OF REPORTS:

Any and all reports required pursuant to the terms and conditions of this MOU shall be submitted to the County Administrative Office at cao@co.humboldt.ca.us.

**Exhibit C
Measure O
Quarterly and Final Summary Reporting Form**

SECTION 1: REPORTING PERIOD INFORMATION

Fiscal Year: _____
Reporting Quarter: Q1 (July-Sept) Q2 (Oct-Dec) Q3 (Jan-Mar) Q4 (Apr-Jun)
Report Due Date: _____
Report Submitted By: _____
Title: _____
Contact Phone: _____ Email: _____

SECTION 2: APPROVED WORK PLAN SUMMARY

Total Measure O Allocation for This Fiscal Year: \$ _____
Number of Projects in Approved Work Plan: _____
Attach copy of Board-approved Work Plan for this fiscal year

SECTION 3: PROJECT-BY-PROJECT REPORTING

Complete one project section for each project in your approved Work Plan

PROJECT #1

Project Title/Name: _____
Project Category: Vehicle/Equipment Purchase Service Enhancement Service Expansion
Service Maintenance Capital Improvement Other: _____
Approved Annual Budget for This Project: \$ _____
Project Description & Goals:

Narrative Description of Progress:

(Describe milestones achieved, challenges encountered, and how project is advancing Work Plan goals)

Service Metrics This Quarter (attach ridership report if applicable):

PROJECT #2

Project Title/Name: _____
Project Category: Vehicle/Equipment Purchase Service Enhancement Service Expansion
Service Maintenance Capital Improvement Other: _____
Approved Annual Budget for This Project: \$ _____
Project Description & Goals:

Narrative Description of Progress:

(Describe milestones achieved, challenges encountered, and how project is advancing Work Plan goals)

Service Metrics This Quarter (attach ridership report if applicable):

PROJECT #3

Project Title/Name: _____

Project Category: Vehicle/Equipment Purchase Service Enhancement Service Expansion Service Maintenance Capital Improvement Other: _____

Approved Annual Budget for This Project: \$ _____

Project Description & Goals:

Narrative Description of Progress:

(Describe milestones achieved, challenges encountered, and how project is advancing Work Plan goals)

Service Metrics This Quarter (attach ridership report if applicable):

PROJECT #4

Project Title/Name: _____

Project Category: Vehicle/Equipment Purchase Service Enhancement Service Expansion Service Maintenance Capital Improvement Other: _____

Approved Annual Budget for This Project: \$ _____

Project Description & Goals:

Narrative Description of Progress:

(Describe milestones achieved, challenges encountered, and how project is advancing Work Plan goals)

Service Metrics This Quarter (attach ridership report if applicable):

PROJECT #5

Project Title/Name: _____

Project Category: Vehicle/Equipment Purchase Service Enhancement Service Expansion Service Maintenance Capital Improvement Other: _____

Approved Annual Budget for This Project: \$ _____

Project Description & Goals:

Narrative Description of Progress:

(Describe milestones achieved, challenges encountered, and how project is advancing Work Plan goals)

Service Metrics This Quarter (attach ridership report if applicable):

ADDITIONAL PROJECTS

Copy and complete additional project sections as needed for all projects in your approved Work Plan

SECTION 4: WORK PLAN ALIGNMENT & COMPLIANCE

1. Explain how this quarter's expenditures and activities align with and advance the adopted Measure O Work Plan:

2. Confirm all expenditures support operational and capital expenses that directly enhance and maintain transit service:

- Yes, all expenditures meet this requirement
- No (explain):

3. Have any modifications to the approved Work Plan been necessary?

- No
- Yes (describe changes and reason):

SECTION 5: AGGREGATE PERFORMANCE OUTCOMES

Overall Community Impact This Quarter (across all Measure O funded activities):

- **Total Passengers Served:** _____
- **Total Vehicle Miles Operated:** _____
- **Total Vehicle Hours:** _____
- **Total Days of Operation:** _____
- **Total Ridership:** _____
- **Average Daily Ridership:** _____

Key System-Wide Accomplishments This Quarter:

1. _____
2. _____
3. _____

Challenges or Issues Encountered:

SECTION 6: OBLIGATIONS DETAIL

For funds obligated by April 1 (per carry-forward requirements) but not yet spent, provide details:

Project Name	Obligation Description	Vendor/Contractor	Contract/PO Number	Obligation Amount	Expected Payment Date
TOTAL OBLIGATIONS					

SECTION 7: REQUIRED ATTACHMENTS

Please attach the following supporting documentation:

- Copy of Board-approved Work Plan for this fiscal year
- Contracts or purchase orders for obligated funds
- Vehicle/equipment procurement documentation (bids, quotes, purchase agreements)
- Comparative Performance Activity Report
- Change orders or contract amendments (if applicable)
- Photos of equipment/vehicles purchased (if applicable)
- Any other supporting documentation

SECTION 8: CERTIFICATION

I certify that:

1. The information provided in this report is true and accurate to the best of my knowledge
2. All expenditures were made in accordance with the Board-approved Measure O Work Plan
3. All expenditures are for operational and capital expenses that directly enhance and maintain transit service
4. All expenditures exclude large infrastructure projects like building construction that does not directly contribute to service expansion
5. All applicable procurement requirements and HTA policies have been followed
6. All obligations reported have been made by the April 1 deadline (if applicable for carry-forward)

Signature of HTA General Manager (or designee)

Print Name

Date

EXHIBIT D
SOCIAL MEDIA REPORTING REQUIREMENTS
HTA
For Fiscal Year 2025-2026

1. DUE DATES:

HTA will post Measure O updates on HTA-maintained social media accounts within three (3) weeks of submitting quarterly and final reports to COUNTY pursuant to the terms and conditions of this MOU.

2. SOCIAL MEDIA ACCOUNT IDENTIFICATION:

Measure O updates posted on social media accounts shall clearly identify the agency receiving Measure O funds and the projects funded by the Measure O funds that have been allocated thereto. Please indicate below the social media account(s) where HTA will post Measure O updates:

Social Media (*i.e., Facebook*) Account Name (*i.e., County of Humboldt – Government*)

Facebook, Humboldt Transit

3. CONTENT OF SOCIAL MEDIA POSTS:

The social media posts required pursuant to the terms and conditions of this MOU are meant to inform the public of progress with projects funded by Measure O. As such, HTA’s social media posts should summarize the content included in each of the quarterly final reports submitted to COUNTY. Such posts can be done in text or video.

Posts will include “#MeasureO” on social media to help the public identify Measure O posts.

Example Facebook post:

“#MeasureO update: Over the last quarter we [brief description of Measure O activities completed and/or total numbers served]. During our efforts this quarter we’ve seen [brief description of the difference Measure O funding has made in our community and for the population you are serving].



133 V Street
Eureka, CA 95501

A Public Entity Serving Humboldt County Since 1976

Office: (707) 443-0826
Fax: (707) 443-2032
www.hta.org

TO: All HTA Governing Board Members

FROM: Greg Pratt, General Manager
Nancy Diamond, HTA General Counsel

DATE: May 6, 2026

SUBJECT: General Manager, Salary Step Appointment

On January 7, 2026, the Board appointed Katie Collender to the General Manager position effective May 19, 2026, with the appointment classification step to be determined by the Board at a future date prior to May 19, 2026. Staff recommends appointing her to Step E of the General Manager salary range on the Board adopted schedule for unrepresented positions, currently at \$187,792 annually. This Step would provide the next highest salary on the General Manager range from her current salary level as Deputy General Manager, Step H (\$181,174 annually).

Action Recommended: Appoint Katie Collender to Step E of the General Manager Classification Schedule for Unrepresented Employees, Effective May 19, 2026.

**RESOLUTION 26-01
RESOLUTION OF THE HUMBOLDT TRANSIT AUTHORITY
AMENDING THE CLASSIFICATION PLAN AND SALARY SCHEDULE**

WHEREAS, on January 18, 2012, Humboldt Transit Authority adopted Resolution 12-01 implementing the Personnel Policy for unrepresented employees; and,

WHEREAS, this document has been amended by Resolution 16-05, 16-12, 18-11, 19-03, 20-11, 21-05, 21-09, 21-17, and 23-13; 24-07; 25-02; 25-06; 25-13; 25-17; and,

WHEREAS, the Governing Board of Directors of the Humboldt Transit Authority desires to amend its Salary Schedule and Classification Plan.

NOW, THEREFORE, BE IT RESOLVED by the Humboldt Transit Authority Governing Board of Directors as follows:

- Resolution 25-17 is hereby rescinded and replaced by Resolution 26-01.
- Allocate one full-time Marketing Coordinator position.
- Allocate
- Adopting the Salary Schedule for Unrepresented Employees effective on the pay period beginning January 4, 2025.

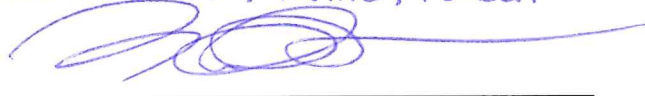
Unrepresented Positions

<i>Classification</i>	<i>A</i>	<i>B</i>	<i>C</i>	<i>D</i>	<i>E</i>	<i>F</i>	<i>G</i>	<i>H</i>
General Manager	\$87.80	\$92.19	\$96.79	\$101.62	\$106.70	\$112.04	\$117.65	\$123.54
Deputy General Manager	\$73.16	\$76.81	\$80.65	\$84.68	\$88.91	\$93.36	\$98.03	\$102.94
Operations Manager	\$57.84	\$60.73	\$63.76	\$66.94	\$70.28	\$73.80	\$77.49	\$81.37
Director of Maintenance	\$56.96	\$59.80	\$62.79	\$65.92	\$69.21	\$72.68	\$76.32	\$80.14
Human Resource Manager	\$56.38	\$59.19	\$62.14	\$65.24	\$68.50	\$71.93	\$75.53	\$79.31
Finance Manager	\$63.60	\$66.77	\$70.10	\$73.60	\$77.27	\$81.14	\$85.20	\$89.46
Project Manager	\$52.94	\$55.58	\$58.35	\$61.26	\$64.32	\$67.54	\$70.92	\$74.47
Transit Planner	\$48.13	\$50.53	\$53.05	\$55.70	\$58.48	\$61.41	\$64.49	\$67.72
Admin. & Finance Asst.	\$37.76	\$39.64	\$41.62	\$43.70	\$45.88	\$48.18	\$50.59	\$53.12
Safety & ADA Coordinator	\$37.76	\$39.64	\$41.62	\$43.70	\$45.88	\$48.18	\$50.59	\$53.12
Bookkeeper	\$34.32	\$36.03	\$37.83	\$39.72	\$41.70	\$43.79	\$45.98	\$48.28

Classification	A	B	C	D	E	F	G	H
<u>Marketing Coordinator</u>	<u>\$34.32</u>	<u>\$36.03</u>	<u>\$37.83</u>	<u>\$39.72</u>	<u>\$41.70</u>	<u>\$43.79</u>	<u>\$45.98</u>	<u>\$48.28</u>
Administrative Assistant II	\$28.21	\$29.62	\$31.10	\$32.65	\$34.28	\$36.00	\$37.80	\$39.69
Administrative Assistant I	\$25.65	\$26.93	\$28.27	\$29.68	\$31.16	\$32.72	\$34.36	\$36.08

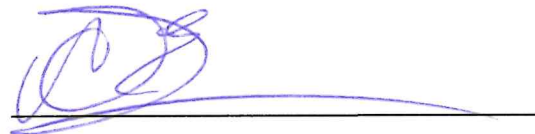
PASSED, APPROVED AND ADOPTED this seventh day of January 2026, on the following vote:

AYES: *Arroso; Castellano; Gaines; Stillman; Trent; Tuttle; Wilson*
 NOES:
 ABSENT:



Chair of the HTA Governing
Board of Directors

ATTEST:



HTA Secretary to the Board



133 V Street
Eureka, CA 95501

A Public Entity Serving Humboldt County Since 1976

Office: (707) 443-0826
Fax: (707) 443-2032
www.hta.org

TO: HTA Chair Natalie Arroyo
All Governing Board Members
FROM: Seth Beres, Project Manager and Jerome Qiriazzi, Transit Planner
DATE: May 6, 2026
SUBJECT: Humboldt Transit Authority Project Updates

TIRCP Cycle 5 Grant

This project funds the purchase of fuel cell electric buses, construction of a hydrogen fueling station, upgrades to maintenance bays, and construction of an intermodal transit center.

- Hydrogen Fueling Infrastructure
 - a. Construction mobilization is on-track to begin in late July or early August but delays are anticipated. Substantial completion date remains December 31, 2026.
 - b. Cedar House Demolition slated to begin May 15 (NTP), with demolition mobilization on June 3. Demolition activities will conclude by June 26.
 - i. On April 13, 2026, TIRCIP Ad Hoc Committee met and approved project plans, scope, and release of IFB. Meeting was attended by: Alex Stillman (Committee Member), Mike Wilson (Committee Member), Katie Collender (Deputy General Manager), Jerome Qiriazzi (Transit Planner), Seth Beres (Project Manager), Nancy Diamond (General Counsel). Ayes: 2, Nays: 0, Absent: 1.
- Eureka Transit Center
 - a. On schedule to begin in mid-July.
- Production Buses
 - a. The three buses received have completed performance testing and met contract performance specifications. HTA will receive the final seven buses within the next three months.
- Retrofit of Maintenance Bays
 - a. Due to the number of concurrent projects and long estimated completion time of the Maintenance Bay Retrofit, staff are currently working with consultants to evaluate if IFB will be moved to a later date.
 - i. On April 13, 2026, TIRCIP Ad Hoc Committee met and approved project plans, scope, and release of IFB. Meeting was attended by: Alex Stillman (Committee Member), Mike Wilson (Committee Member), Katie Collender (Deputy General Manager), Jerome Qiriazzi (Transit Planner), Seth Beres (Project Manager), Nancy Diamond (General Counsel). Ayes: 2, Nays: 0, Absent: 1.
- Temporary Fueling
 - a. Linde safety review estimated, although not guaranteed, to complete in two (2) weeks (week of May 18).

Miscellaneous

- Office Remodel
 - Construction activities are well under way: framing and drywall is complete.
 - On track for completion by May 22.

No Action Required

RESOLUTION 26-06
RESOLUTION OF THE HUMBOLDT TRANSIT AUTHORITY
RECOGNIZING AND COMMENDING THE SERVICES OF GENERAL MANAGER GREG PRATT

WHEREAS, the Humboldt Transit Authority is a Joint Powers Authority governed by the County of Humboldt, City of Arcata, City of Eureka, City of Fortuna, City of Rio Dell, and City of Trinidad, and led by a General Manager, and

WHEREAS, in March 2001, Greg Pratt was first hired by Humboldt Transit Authority as an Operations Manager, and

WHEREAS, in December 2011, Greg Pratt was selected to serve as Humboldt Transit Authority’s General Manager, a role he has filled since that time, and

WHEREAS, Greg has overseen numerous innovative, collaborative projects and new partnerships during his time at Humboldt Transit Authority, including the development of the North State Express 101 service connecting Humboldt to Mendocino County filling a regional gap in service, development of a “North State Super-Region” agency working group, a major transition to a zero-emission fleet of transit vehicles, and development of projects that address housing and transportation needs together, and

WHEREAS, during Greg’s tenure, Humboldt Transit Authority developed a bus advertising program to effectively and efficiently support transit services while offering advertising opportunities to local businesses, agencies, and non-profit organizations, and

WHEREAS, numerous operational efficiencies and improvements have been enacted during Greg’s time as General Manager, including simplification of the fare structure, increased hours of service, and addressing emergent transit needs in the community quickly and effectively, and

WHEREAS, Greg has received numerous state awards on behalf of HTA and as an incredible leader in transit, including the 2022 CalACT State Award for Outstanding Transit Agency of the Year, 2023 CalACT State Award for Transportation Manager of the Year, 2023 California Transportation Agency (CTA) State Award for Transit Professional of the Year, and was inducted into the CalACT Wall of Excellence in 2026, and

WHEREAS, Greg has distinguished himself as a leader who advocates strongly for his staff, cares deeply about providing the highest level of public service, and is a phenomenal community partner, and

WHEREAS, Greg has served Humboldt County’s transit and transportation needs with unparalleled excellence for 25 years, and he will be both greatly missed and celebrated by this organization,

NOW THEREFORE, BE IT RESOLVED, that the Humboldt Transit Authority Board of Directors hereby commends and thanks Greg Pratt for his dedicated 25 years of selfless service to Humboldt County’s transit passengers, staff, board, community partners, and the entire community.

PASSED AND ADOPTED by the Humboldt Transit Authority of Humboldt County, State of California, at a regular meeting of said Board Meeting held on the 6th of March 2024 on the following vote:

AYES:

NOES:

ABSENT:

Chair of the HTA Governing Board of Directors

ATTEST:

HTA Secretary to the Board



133 V Street
Eureka, CA 95501

A Public Entity Serving Humboldt County Since 1976

Office: (707) 443-0826
Fax: (707) 443-2032
www.hta.org

TO: Chair Arroyo
All Governing Board Members

FROM: Katie Collender, Deputy General Manager

DATE: May 6, 2026

SUBJECT: College of the Redwoods Bus Pass Program

In an effort to promote public transit and increase ridership, HTA staff have been working with representatives from College of the Redwoods to develop a bus pass program.

As stated in the Scope of Services, HTA will provide unlimited fixed-route public transportation services to eligible College of the Redwoods students enrolled at the Eureka Campus and Klamath-Trinity Instructional Site during the Fall 2026 semester (August 22, 2026 – December 18, 2026) and Spring 2027 semester (January 16, 2027 – May 14, 2027). Student access may be facilitated through student identification cards, mobile applications, or other mutually agreed-upon fare media.

HTA Staff has been working with college staff to make their student identification cards compatible with the HTA's fare box system. There are additional options should this not become possible before the semester begins. Using the student identification cards is ideal, however, because there are no third party transaction costs as with other methods.

This is a pilot program and will be re-evaluated at the beginning of the second semester.

Action Recommended: Action Recommended: Approve the Service Agreement Between Humboldt Transit Authority and College of the Redwoods and Authorize the General Manager to Sign the Agreement.



SERVICE AGREEMENT for SERVICE PROVIDER

This Agreement (“Agreement”), made this first day of July, 2026, by and between the REDWOODS COMMUNITY COLLEGE DISTRICT, a political subdivision of the State of California (“District”) and Humboldt Transit Authority, a California Joint Powers Authority to provide services in the area of Bus Services to College of the Redwoods Students (“Service Provider”).

District and Service Provider hereby agree as follows:

- 1. Scope of Services:
Service Provider agrees to provide services to District as set forth in **Attachment A**, and briefly described as: Bus service for College of the Redwoods Struents.
- 2. Agreement Documents:
The agreement documents consist of the CONTRACT SERVICE AGREEMENT, the following General Provisions, any attachments, and completed insurance forms.
- 3. Compensation:
As full compensation for all services contemplated by this Agreement, Service Provider shall be recompensed as set forth in **Attachment B**, and not to exceed in total: \$75,000.
- 4. Mission / Goals:
The scope of the contract will support the Mission and/or goals of the District by: Providing for students basic needs and more efficiently using District resources to provide transportation options for students. Further details as set forth in **Attachment C**.
- 5. Term of Agreement:
The term of this Agreement shall be from 07/01/2026 to 06/30/2027 inclusive, subject to the provisions of Section 11 of the General Provisions.

In witness whereof, the parties hereto have executed this Agreement on the day and year first written above.

District:

s/ _____

Service Provider:

s/ _____

Dr. Crystal Morse
Name/Title

Name/Title

Social Security or Tax Payer Id Number

Note: Federal Internal Revenue regulations require this office to report all payments to service providers for contract services.



GENERAL PROVISIONS

1. Service Provider's Warranty: District has relied upon the professional ability and training of Service provider as a material inducement to enter into this Agreement. Service Provider hereby warrants that all its work will be performed in accordance with generally accepted professional practices and standards as well as the requirements of applicable federal, state and local laws, it being understood that acceptance of Service Provider's work by District shall not operate as a waiver or release.

2. Status of Service Provider: The parties intend that Service Provider, and Service Provider's employees and agents, if any, in performing the services herein specified, shall act as an independent contractor and shall have control of the work and the manner in which it is performed. Service Provider is not to be considered an agent or employee of District and is not entitled to participate in any pension plans, insurance, bonus or similar benefits District provides its employees. Service Provider and its employees and agents shall not at any time or in any manner represent that Service Provider is an official, officer, employee or agent of the District. Service Provider assumes the full responsibility for the acts and/or omissions of his/her employees or agents as they relate to the services to be provided under this Agreement. Service Provider shall assume full responsibility for payment of all federal, state, and local taxes or contributions, including unemployment insurance, social security, and income taxes with respect to Service Provider and its employees.

3. Conflict of Interest: During the term of this Agreement, Service Provider shall not engage in any business or transaction or maintain a financial interest which conflicts, or reasonably might be expected to conflict, with the proper discharge of Service Provider's duties under this Agreement. Service Provider shall comply with all requirements of law, including Sections 87100, *et seq.*, Section 1090 and Section 1125 of the Government Code, and any and all other conflict and public sector ethics laws. Service Provider shall promptly inform District of any contract, arrangement, or interest that Service Provider may enter into or have during the performance of this Agreement that might appear to be a conflict of interests. District, in its sole discretion, shall determine the existence of an actual conflict of interest and may terminate this Agreement in the event such a conflict exists after it has given Service Provider written notice which describes the conflict

4. Extra (Changed) Work: The parties expressly recognize that District and District personnel are without authorization to either order extra (and/or changed) work or waive agreement requirements. Failure of the Service Provider to secure proper authorization for extra work shall constitute a waiver of any and all right to adjustment in the agreement price or agreement time due to such unauthorized extra work and the Service Provider thereafter shall be entitled to no compensation whatsoever for the performance of such work.

5. Nondiscrimination: In accordance with applicable law and District's policies, Service Provider shall not discriminate in connection with any work performed under this Agreement on the basis of race, color, nationality, national origin, immigration status, ethnic group identification, ethnicity, age, religion, marital status, pregnancy, parental status, physical or mental disability, sex, sexual orientation, gender, gender identity or expression, or genetic information; the perception of one or more of such characteristics; or association with a person or group with one or more of these actual or perceived characteristics. Service Provider shall timely execute any non-discrimination certifications required by applicable law or otherwise required by District.

6. Transfer of Rights: Service Provider assigns to District all rights throughout the work in perpetuity in the nature of copyright, trademark, patent, right to ideas, in and to all versions of the documents, data, and information now or later prepared by Service Provider in connection with the work set forth herein, if any. Service Provider agrees to take such actions as are necessary to protect the rights assigned to District in this Agreement, and to refrain from taking any action which would impair those rights. Service Provider's responsibilities under this Agreement include, but are not limited to, placing proper notice of copyright on all versions of the documents, data or information as District may direct, and refraining from disclosing any versions of the documents, data or information to any third party without first obtaining written permission of District.

7. Indemnification:

(a) Service Provider shall indemnify, defend with counsel acceptable to District, and hold harmless to the full extent permitted by law, District and its Board of Trustees, officers, agents, employees and volunteers from and against any and all liability, loss, damage, claims, expenses and costs (including, without limitation, attorney fees and costs and fees of litigation) (collectively, "Liability") of every nature arising out of or in connection with Service Provider's negligent performance under this Agreement or its failure to comply with any of its obligations contained in this Agreement, except such Liability cause by the active negligence, sole negligence or willful misconduct of the District. This indemnification obligation is not limited in any way by any limitation on the amount or type of damages or compensation payable to or for Service Provider or its agents under workers' compensation acts, disability benefit acts, or other employee benefit acts.

(b) Service Provider shall be liable to District for any loss or damage to District property arising from or in connection with Service Provider's performance hereunder.

8. Insurance: With respect to the performance of work under this Agreement, Service Provider shall maintain and shall require all of its workers, if any, to maintain insurance as indicated below:

(a) X Required/ Not Required: Worker's compensation insurance with statutory limits as required by the Labor Code or the State of California. The policy shall be endorsed with the following specific language: "This policy shall not be canceled or materially changed without first giving thirty (30) days prior written notice to the District."

(b) X Required/ Not Required: Commercial or Comprehensive General Liability insurance covering bodily injury and property damage using an occurrence policy form, in an amount no less than \$1,000,000 per occurrence, \$2,000,000 aggregate. Such insurance shall include, but not be limited to: premises and operations liability, independent service Provider's liability, and contract injury liability.

X Required/ Not Required: Automobile liability insurance covering bodily injury and property damage in an amount no less than \$1,000,000 combined single limit for each occurrence. Such insurance shall include coverage for owned, hired, and nonowned vehicles.

(c) Each such comprehensive or commercial general liability and automobile liability insurance policy shall be endorsed with the following specific language:

(a) District, its officers and employees, is named as additional insured for

all liability arising out of the operations by or on behalf of the named insured in the performance of this Agreement.

(b) The inclusion of more than one insured shall not operate to impair the rights of one insured against another insured, and the coverage afforded shall apply as though separate policies had been issued to each insured, but the inclusion of more than one insured shall not operate to increase the limits of the company's liability.

(c) The insurance provided herein is primary coverage to District with respect to any insurance or self-insurance programs maintained by District and no insurance held or owned by District shall be called upon to contribute to a loss.

(d) This policy shall not be canceled or materially changed without first giving thirty (30) days prior written notice to District.

(d) X Required/ ___ Not Required: Public Officials Errors and Omission coverage. Insurance for all activities of the Service Provider arising out of or in connection with this Agreement is an amount no less than \$1,000,000 combined single limit for each occurrence endorsed with the following specific language: "This policy shall not be canceled or materially changed without first giving thirty (30) days prior written notice to District."

(e) Documentation: The following documentation shall be submitted to the District:

(1) Properly executed certificates of insurance clearly evidencing all coverages, limits, and endorsements required above. The certificates shall be submitted prior to commencement of services under this Agreement.

(2) Signed copies of the specified endorsements for each policy. Said endorsement copies shall be submitted within thirty (30) days of execution of this Agreement.

(3) Upon District's written request, certified copies of insurance policies. Such policy copies shall be submitted within thirty (30) days of District's request.

(f) Policy Obligations: Service Provider's indemnity and other obligations shall not be limited by the foregoing insurance requirements.

(g) Material Breach: If Service Provider, for any reason, fails to maintain insurance coverage which is required pursuant to this Agreement; the same shall be deemed a material breach of agreement. District, at its sole option, may terminate this Agreement and obtain damages from the Service Provider resulting from the breach. Alternatively, District may purchase such required insurance coverage, and without further notice to Service Provider, County may deduct from sums due to Service Provider any premium costs advanced by District for such insurance. These remedies shall be in addition to any other remedies available to District.

9. Notice: Method and Place of Giving Notice, Submitting Bills and Making Payments: All bills and payments shall be made in writing and delivered to the District's Accounts Payable Clerk by email, personal delivery or mail. The email address is accounts-payable@redwoods.edu and mail shall be addressed as follows:

District:
ATTENTION: ACCOUNTS PAYABLE
REDWOODS COMMUNITY COLLEGE DISTRICT
7351 TOMPKINS HILLS RD
EUREKA CA 95501-9300
707-476-4125
707-476-4405 (FAX)

Service Provider:
Name: Humboldt Transit Authority
Current Address: 133 V St.
City / State / Zip: Eureka, CA 95501
Phone / Email: 707-443-0826 greg@hta.org

All notices shall be deemed given upon receipt via United States Mail, postage prepaid, provided it is forwarded certified, or registered with proof of receipt. In all other instances, notices, bills, and payments shall be deemed given at the time of actual personal delivery. Changes may be made in names and addresses of the person to who notices, bills and payments are to be given by giving notice pursuant to this paragraph.

10. Termination:

- (a) District or service provider may terminate this Agreement for any reason by giving ten (10) calendar days written notice to Service Provider. In the event District elects to terminate the Agreement without cause, it shall pay Service Provider for the reasonable value of services satisfactorily rendered to such date.
- (b) If either party fails to perform any of its obligations hereunder, within the time and in the manner hereunder provided or otherwise violates any of the terms of the Agreement, either party may terminate this Agreement by giving written notice of such termination, stating the reason for such termination. In such event, Service Provider shall be entitled to receive payment for all services satisfactorily rendered provided, however, that there shall be deducted from such amount the amount of damages, if any, sustained by District by virtue of any breach of the Agreement by Service Provider.

11. Due Performance: Each party to this Agreement undertakes the obligation that the other's expectation of receiving due performance will not be impaired. When reasonable grounds for insecurity arise with respect to the performance of either party, the other may, in writing, demand adequate assurance of due performance and until such written assurance is received may, if commercially reasonable, suspend any performance for which the agreed return has not been received.

12. Confidentiality. Service Provider acknowledges the protections afforded to student health and

related information under regulations adopted pursuant to the Health Insurance Portability and Accountability Act of 1996 (HIPAA), student records under the Family Educational Rights and privacy Act (FERPA), and under provisions of state law and District policy relating to privacy. Service Provider shall ensure that all activities undertaken pursuant to this Agreement comply with these requirements.

13. Compliance with Applicable Laws.

- (a) The services completed herein must meet the approval of the District and shall be subject to the District's general right of inspection to secure the satisfactory completion thereof. Service Provider agrees to comply with all federal, state, and local laws, rules, regulations, and ordinances that are now or may in the future become applicable to Service Provider, Service Provider's business, equipment, and personnel engaged in operations covered by this Agreement or accruing out of the performance of such operations.
- (b) Service provider and any subcontractors, agents, or employees, shall fully comply with all provisions and requirements as they relate to protection against infectious diseases, including COVID-19. Contractor and any subcontractors, agents or employees shall review and comply with the most recent directives from the Centers for Disease Control (CDC), the California Department of Public Health, Humboldt County Health Services, and the College of the Redwoods' policies and protocols as they relate to COVID-19 exposure and safe practices.

14. Permits/Licenses. Service Provider shall secure and maintain in force such permits and licenses as are required by law in connection with the furnishing of services pursuant to this Agreement.

15. Dispute Resolution: The parties agree to make a good faith effort to resolve any dispute arising from or relating to this Agreement through non-binding mediation prior to commencing litigation.

16. Choice of Law and Venue: This Agreement shall be governed by California law, and venue shall be in the Superior Court of the County of Humboldt, California, and no other place.

17. Merger: This writing is intended both as the final expression of the agreement between the parties hereto with respect to the included terms and as a complete and exclusive statement of the terms of the Agreement. No modification of this Agreement shall be effective unless and until such modification is evidenced by a writing signed by both parties.

18. Assignment/Delegation: Neither party hereto shall assign, sublet or transfer any interest in this Agreement or any duty hereunder without written consent of the other, and no assignment shall be of any force or effect whatsoever unless and until the other party shall have so consented.

19. No Third-Party Beneficiaries: There are no intended third-party beneficiaries to this Agreement.

20. No Waiver of Breach: The waiver by District of any breach of any term or promise contained in this Agreement shall not be deemed to be a waiver of such term or promise or any subsequent breach of the same or any other term or promise contained in this Agreement.

21. Force Majeure: If either party is delayed or hindered in or prevented from the performance of any act required hereunder because of strikes, lockouts, inability to procure labor or materials, failure of power,

riots, insurrection, war, fire or other casualty, or other reason beyond the reasonable control of the party delayed, excluding financial inability (“Force Majeure Event”), performance of that act shall be excused for the period during which the Force Majeure Event prevents such performance, and the period for that performance shall be extended for an equivalent period. Delays or failures to perform resulting from lack of funds shall not be Force Majeure Events.

22. Severability: If any provision of this Agreement is determined to be illegal, invalid, or unenforceable, in part or in whole, the remaining provisions, or portions of the Agreement shall remain in full force and effect.

23. Headings: The headings in this Agreement are included for convenience only and shall neither affect the construction or interpretation of any provision in this Agreement nor affect any of the rights or obligations of the parties to this Agreement.

24. Economic Sanctions: As required by Executive Order N-6-22, issued by Governor Gavin Newsom on March 4, 2022 (“EO”), the Consultant certifies compliance with the economic sanctions imposed in response to Russia’s actions in Ukraine, including with respect to, but not limited to, the federal executive orders identified in the EO and the sanctions identified on the U.S. Department of the Treasury website (<https://home.treasury.gov/policy-issues/financial-sanctions/sanctions-programs-and-country-information/ukraine-russia-related-sanctions>). Consultant understands that failure to comply may result in the termination of this Agreement.

25. Execution in Counterparts: This Agreement may be executed in any number of counterparts, each of which shall be an original, but all of which together shall constitute one instrument.

26. Authorization: Each individual executing this Agreement, or its counterpart, on behalf of the respective party, warrants that he/she is authorized to do so and that this Agreement constitutes the legally binding obligation of the entity which he/she represents.

27. Attachments: The following Attachments, attached hereto, are incorporated herein by reference:
Attachment A – Scope of Services
Attachment B – Compensation
Attachment C – Mission / Goals



Attachment A

SCOPE OF SERVICES

Service Provider shall provide services to the District as follows:

HTA shall provide unlimited fixed-route public transportation services to eligible College of the Redwoods students enrolled at the Eureka Campus and Klamath-Trinity Instructional Site during the Fall 2026 semester (August 22, 2026 – December 18, 2026) and Spring 2027 semester (January 16, 2027 – May 14, 2027).

Transportation access shall be valid on all bus routes operated by HTA, subject to published schedules, routes, service hours, and applicable operating policies.

The transportation services shall be provided at no additional cost to participating students at the point of use.

Student access may be facilitated through student identification cards, mobile applications, or other mutually agreed-upon fare media. College of the Redwoods is responsible for providing a spreadsheet in a format specified by HTA with eligible student emails at the beginning of each semester.

The District acknowledges that all services provided by HTA are subject to HTA's compliance with federal regulation, including FTA regulations.

Student access is not valid for on-demand transportation (Flex, Dial-a-Ride).



Attachment B

COMPENSATION

District shall compensate Service Provider for the services provided pursuant to this Agreement as follows:

The College shall pay HTA \$37,500 per semester for transportation services.

The total contract amount shall not exceed \$75,000 for the full contract term.

Prevailing Wage Required: YES X NO

In no event shall compensation exceed \$75,000 without the prior written approval of the District.



Attachment C

MISSION / GOALS

Please provide a brief explanation on how the scope of the contract will support the Mission and/or goals of the District:

The transportation services described above directly advance the mission of College of the Redwoods by promoting equitable access to education, student success, and community connection.

By providing fare-free access to all routes operated by the Humboldt Transit Authority, the College reduces transportation barriers that can prevent students from attending classes, accessing academic support services, maintaining employment, or fully participating in campus life. Reliable transportation is a foundational basic need, and addressing this need supports student persistence, retention, and timely completion of educational goals—core elements of the College's mission.

This service is particularly aligned with the College's commitment to serving rural, geographically dispersed, and economically diverse communities. Students attending the Eureka Campus and Klamath-Trinity Instructional Site often travel long distances or lack consistent access to personal transportation. Offering universal transit access supports inclusivity, reduces financial strain, and helps ensure that students from all backgrounds can engage fully in their education.



133 V Street
Eureka, CA 95501

A Public Entity Serving Humboldt County Since 1976

Office: (707) 443-0826
Fax: (707) 443-2032
www.hta.org

TO: Chair Arroyo
All Governing Board Members

FROM: Seth Beres, Project Manager

DATE: May 6, 2026

SUBJECT: Project 26-02 W Street Resurfacing Project – Authorization to Release Invitation for Bid

Construction activities related to the Hydrogen Fueling Facility are expected to significantly reduce available bus parking and drive isles onsite. Additionally, HTA will be receiving seven more full-size buses, three 30' buses and two battery electric vans in the next six months (with another 13 full size buses expected in the next 2 years). Even with replacement, this will increase HTA's fleet size significantly.

Because of these upcoming constraints, staff have been working with Whitchurch Engineering to develop a plan to repave W Street to combine HTA's two lots, increasing available parking space for an additional 18 full-sized buses.

The Scope Work is enclosed, and the engineer's cost estimate is \$391,652. This cost will be covered by State Transit Assistance (STA) funds and the Low Carbon Transportation Operators Program funds.

The General Scope of the Resurfacing Project Includes:

1. Site clearing and demolition of existing landscaping, utilities, asphalt, and concrete within proposed bus storage lot location.
2. Excavation and trenching for proposed paving areas, new stormwater drainage facilities and new fire hydrant.
3. Installation of new stormwater drainage facilities and new fire hydrant.
4. Backfill of trenching, compaction, and re-compaction of existing competent soils and imported fill material.
5. Dowelling and surface preparation for tie-in of existing adjacent concrete lots and asphalt to proposed surfaces.
6. Construction of new (11,996 sqft) concrete bus storage lot and (887 sqft) asphalt apron.
7. Striping of concrete bus storage lot and reinstallation of North and South access gates.

Action Recommended: Authorize the General Manager to release an Invitation for Bid for Project 26-02 Construction of Maintenance Bay Retrofit to Support Fuel Cell Electric Buses.



Estimate of construction costs for Humboldt Transit Authority resurfacing of W Street, Eureka California 95501

This estimate is based on revision 0 of plans by Whitchurch Engineering, dated April 6th, 2026.

Based on previous estimate dated January 14th, 2026, by P.Michael Gent California General Contractor License no. 466248, Civil Engineer License no. 71604

Material costs from local suppliers. Labor hours based on contractor experience with similar work. Labor rates prevailing wage with contractors burden. Overhead and profit estimated from local recent projects. Actual costs may vary considerably due to market conditions at the time of the bid.

Assumptions:

- 1 Project is state prevailing wage. Contractors cost figured as average to trade \$175 total with labor burden, workers comp, liability insurance, social security, unemployment insurance.
- 2 Contract pricing at this time is highly variable due to shortage of skilled workers, and lack of competition among contractors.
- 3 Assumed project duration of 3 months
- 4 New paving will require 18" digout and recompact
- 5 New concrete paving will be 5" thick with #5 rebar 18" o.c. each way, expansion joints 12' o.c.

item no.	item description	quantity		unit cost \$	material cost \$	unit labor hours	labor hours	labor \$/hr	labor cost \$	equipment cost	item cost \$
1.01	Mobilization demobilization	1	ls	\$ 10,000.00	\$ 10,000	0.000	-	\$ 175	\$ -	\$ -	\$ 10,000
1.02	saw cut ac paving	826	lnft	\$ -	\$ -	0.040	33	\$ 175	\$ 5,782	\$ 500	\$ 6,282
1.03	Trench for <n> fire hydrant	30	lnft	\$ 10.00	\$ 300	0.400	12	\$ 175	\$ 2,100	\$ 2,000	\$ 4,400
1.04	New fire hydrant with piping	1	ls	\$ 10,000.00	\$ 10,000	12.000	12	\$ 175	\$ 2,100	\$ 100	\$ 12,200
1.05	back fill and patch paving at fire hydrant	1	ls	\$ 1,000.00	\$ 1,000	12.000	12	\$ 175	\$ 2,100	\$ 500	\$ 3,600
1.06	dig out to 18" below finish grade and haul off 12,883 sqft	928	cuyds	\$ 10.00	\$ 9,280	0.040	37	\$ 175	\$ 6,496	\$ 2,000	\$ 17,776
1.07	Process and import fill	488	cuyds	\$ 40.00	\$ 19,520	0.020	10	\$ 175	\$ 1,708	\$ 2,000	\$ 23,228
1.08	compact fill	12883	sqft	\$ -	\$ -	0.003	32	\$ 175	\$ 5,636	\$ 2,000	\$ 7,636
1.09	#5 rebar 18" o.c. each way 17,274lnft	9	tons	\$ 2,200.00	\$ 19,800	14.000	126	\$ 175	\$ 22,050	\$ 200	\$ 42,050
1.10	expansion joint material	2000	lnft	\$ 0.50	\$ 1,000	0.010	20	\$ 175	\$ 3,500	\$ -	\$ 4,500
1.11	5" 3,000psi concrete place	185	cuyds	\$ 175.00	\$ 32,375	0.390	72	\$ 175	\$ 12,626	\$ 2,000	\$ 47,001
1.12	concrete finishing	11996	sqft	\$ 1.00	\$ 11,996	0.012	144	\$ 175	\$ 25,192	\$ 300	\$ 37,488
1.13	Asphalt paving and patching 887 (370 cuft)	25	tons	\$ 500.00	\$ 12,500		-	\$ 175	\$ -	\$ -	\$ 12,500
1.14	Line striping	480	lnft	\$ 0.50	\$ 240	0.020	10	\$ 175	\$ 1,680	\$ 100	\$ 2,020
1.15	cleanup	1	ls	\$ 500.00	\$ 500	24.000	24	\$ 175	\$ 4,200	\$ 500	\$ 5,200
1.16	New Traffic Rated Drainage Inlets	2	ls	\$ 1,000.00	\$ 2,000	10.000	20	\$ 176	\$ 3,520	\$ 100	\$ 5,620
1.17	Trenching for <n> Drain Inlets	220	lnft	\$ 10.00	\$ 2,200	0.400	88	\$ 175	\$ 15,400	\$ 2,000	\$ 19,600

Demolition subtotal \$ 261,101

10% contingency, 40% P&O, \$ 130,551
Total estimated construction cost \$ 391,652

GENERAL NOTES

1. AN AUTOTURN MODEL OF THE 76000 LOW-FLOOR 40' HYBRID TRANSIT BUS WAS USED TO CONDUCT THE SWEEP PATH ANALYSIS FOR THE PROPOSED SITE LAYOUT. MODEL INPUT PARAMETER VALUES ARE FROM PROVIDED GILLIG SPECIFICATION DOCUMENTS 05-69806R001, AND 10-56057-000. SEE DETAIL 1, THIS SHEET.
2. THIS IS NOT A BOUNDARY SURVEY. NO LIABILITY IS ASSUMED BY WHITCHURCH ENGINEERING, INC. FOR THE EXISTENCE OF ANY EASEMENTS, ENCUMBRANCES AND DISCREPANCIES IN BOUNDARY OR TITLE DEFECTS.
3. PHYSICAL ITEMS SHOWN ON THIS TOPOGRAPHIC SURVEY ARE LIMITED TO THOSE ITEMS VISIBLE BY SURFACE INSPECTION AS OF THE DATE OF THIS SURVEY. SUBSURFACE STRUCTURES, IF ANY, ARE NOT SHOWN.
4. THE TYPES, LOCATIONS, SIZES AND/OR DEPTHS OF EXISTING UNDERGROUND UTILITIES AS SHOWN ON THIS TOPOGRAPHIC SURVEY WERE OBTAINED FROM SURFACE FEATURES AND SOURCES OF VARYING RELIABILITY. ONLY ACTUAL EXCAVATION WILL REVEAL THE TYPES, EXTENT, SIZES, LOCATIONS AND DEPTHS OF SUCH UNDERGROUND UTILITIES. WHITCHURCH ENGINEERING, INC. ASSUMES NO RESPONSIBILITY FOR THE COMPLETENESS OR ACCURACY OF THE DELINEATION OF SUCH UNDERGROUND UTILITIES WHICH MAY BE ENCOUNTERED.
5. BENCHMARK: RTK GPS ACQUIRED NAVD88 ELEVATION ACQUIRED @ CP#1
6. HORIZONTAL CONTROL: RTK GPS ACQUIRED EASTING AND NORTHING ACQUIRED @ CP#1
7. FIELD SURVEY COMPLETED ON 9-19-2025

LAYOUT NARRATIVE

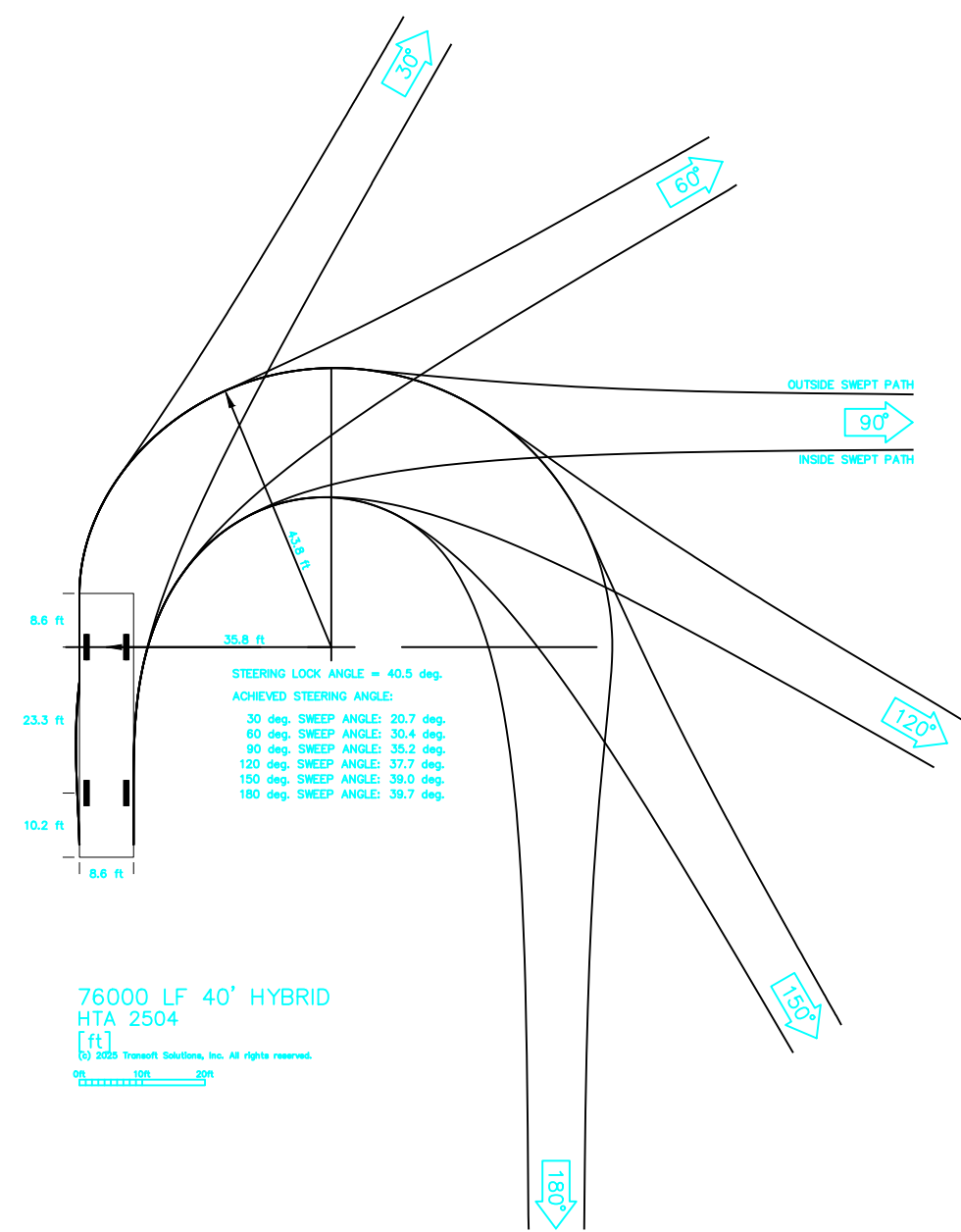
- BUSES ENTER SITE FROM 1ST STREET BY TURNING ON TO W STREET TO <N> 68' x 106' CC LOT THAT MATCHES GRADE AND EXTENDS <E> ADJACENT CC LOT.
 - BUSES ENTERING THE CC LOT PULL INTO FOLLOW DRIVE AISLE TO (7) STORAGE SPACES.
 - STORED BUSES EXIT SITE VIA RIGHT-HAND TURN ON 2ND STREET FROM (3) FORWARD PARKING SPACES.
- <P> LOT CONFIGURATION:
- CREATES (7) SPACES MAXIMUM FOR PARALLEL BUS STORAGE.
 - ONLY ALLOWS STORED BUSES IN THE (3) FRONT ROW SPACES TO EXIT THE SITE (MODERATE POTENTIAL FOR BUS CONGESTION).
 - REQUIRES THAT NORTHERN PORTION OF W STREET BE RECONFIGURED TO SERVE AS ONE-WAY DRIVE AISLE.
 - <E> POWER POLE LOCATED ON 2ND STREET IS NOT AFFECTED AND DOES NOT REQUIRE RELOCATION.

LEGEND

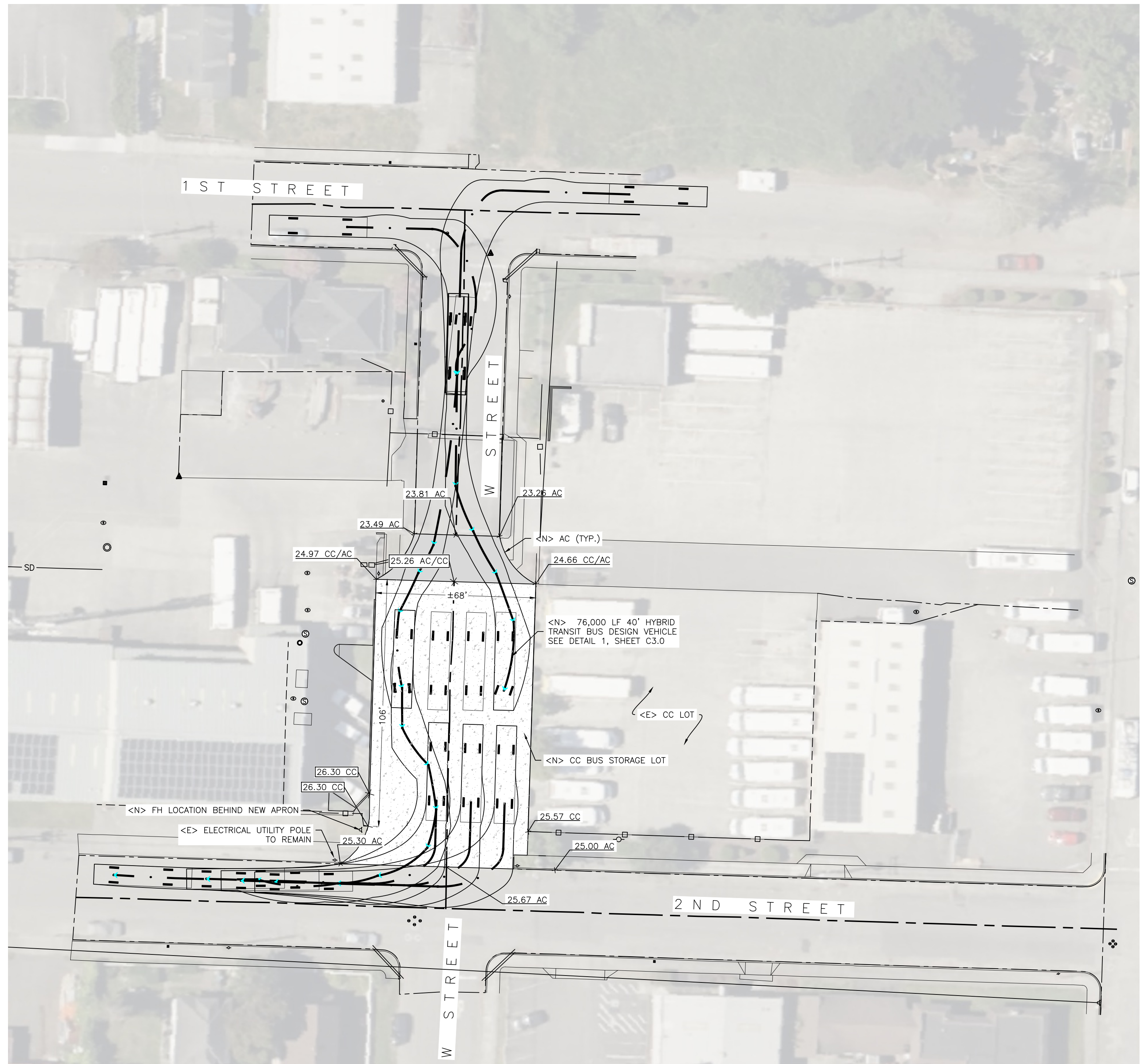
- FOUND MONUMENT AS NOTED
- △ SURVEY CONTROL POINT
- ⊙ EXISTING SANITARY MANHOLE
- ⊕ EXISTING SANITARY SEWER CLEAN OUT
- ⊚ EXISTING STORM DRAIN INLET
- ⊛ EXISTING WATER VALVE
- EXISTING UTILITY POLE
- ☆ EXISTING STREET LIGHT
- ⊙ EXISTING GUY ANCHOR
- ⊙ EXISTING TREE WITH TYPE AND SIZE AS NOTED
- ▨ EXISTING BUILDING
- ▨ EXISTING CONCRETE
- ▨ EXISTING ASPHALT PAVING.
- ▨ EXISTING PERVIOUS SURFACE COVERAGE
- ▨ EXISTING EDGE OF PAVEMENT
- ▨ EXISTING FENCELINE
- SD EXISTING UNDERGROUND STORM DRAIN
- OH EXISTING OVERHEAD UTILITY
- ▨ EXISTING FLOWLINE
- 200 EXISTING MAJOR CONTOUR AT 5' INTERVALS
- 201 EXISTING MINOR CONTOUR AT 1' INTERVALS
- ▨ EXISTING CENTERLINE OF ROAD WAY
- APN 004-282-007 ASSESSORS PARCEL NUMBER
- ▨ VEHICLE TURNING PATH

ABBREVIATIONS

- AC ASPHALT CONCRETE
- APN ASSESSOR'S PARCEL NUMBER
- BLDG BUILDING
- BLDGCRN BUILDING CORNER
- BOW BACK OF WALK
- CC CONCRETE
- CF CONCRETE FOOTING
- CMP CORRUGATED METAL PIPE
- CP CONTROL POINT
- CS CONCRETE SLAB
- CTL CENTERLINE
- CUFT CUBIC FEET
- CUYD CUBIC YARD
- CW CONCRETE WALL
- DI DROP INLET
- DWY DRIVEWAY
- <E> EXISTING
- EB ELECTRICAL BOX
- ELV ELEVATION
- EM ELECTRICAL METER
- EP EDGE OF PAVEMENT
- EPAN ELECTRICAL PANEL
- <F> FINISHED
- FC FACE CURB
- FF FINISHED FLOOR
- FL FLOWLINE
- FOW FRONT OF WALK
- G GAS
- GAL GALLON
- GPAN GAS PANEL
- GM GAS METER
- GRD GROUND
- GV GAS VALVE
- HB HOSE BIB
- INV INVERT
- IP IRON PIPE
- L LENGTH
- LID LOW IMPACT DESIGN
- MON MONUMENT
- MT MULTITRUNK
- <N> NEW
- OG ON GRADE
- OH OVER HEAD
- OIP OPEN IRON PIPE
- <P> PROPOSED
- PVC POLYVINYL CHLORIDE PIPE
- R RADIUS
- RB REBAR
- SD STORM DRAIN
- SS SANITARY SEWER
- SSCO SANITARY SEWER CLEANOUT
- SSMH SANITARY SEWER MANHOLE
- STL STEEL
- SQFT SQUARE FEET
- TBM TEMPORARY BENCHMARK
- TC TOP CURB
- TOE TOE OF SLOPE
- TOP TOP OF SLOPE
- TR TREE
- W WATER
- WM WATER METER
- WV WATER VALVE

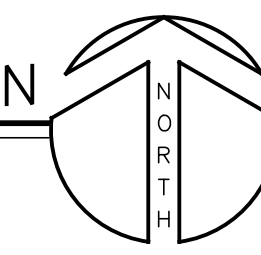


1 BUS TURNING DIAGRAM
NO SCALE



CONCEPTUAL VEHICLE PATHING PLAN

SCALE: 1"=30'



THIS SITE PLAN IS CONCEPTUAL AND SHALL BE USED FOR PLANNING AND DISCUSSION PURPOSES ONLY.

THESE PLANS ARE ORIGINALLY PRINTED ON 22"x34" PAPER.



REVISIONS	BY

PLAN REVIEW ONLY

WHITCHURCH ENGINEERING, INC.
 610 9th Street, Fortuna, California 95540
 716 Harris Street Eureka, California 95501
 Phone (707) 725-6926
 Phone (707) 444-1420

HUMBOLDT TRANSIT AUTHORITY SITE IMPROVEMENTS
 133 V ST, EUREKA, CA 95501
 APN(S): 002-081-005; 002-091-003, -008, 008; 022-121-002, 002-124-006, -009, -010
CONCEPTUAL VEHICLE PATHING PLAN
 For: HUMBOLDT TRANSIT AUTHORITY C/O HEROME GIRAZI 133 V ST, EUREKA, CA 95501
 2:\Shared\pamirah\0025_003\VT_A\2504 - Revisions\p1.dwg 12/16/2025

Date	DEC 16 '25
Scale	AS NOTED
Design	TLW
Drawn	NTN
Job	HTA2504
Sheet	C3.0

This drawing or drawing set shall not be used for construction unless a jurisdictional stamp (County, City, State, Federal) has been issued on the drawing, stating "FOR PERMIT" or similar verbiage, a wet signed professional engineer's stamp, and permit documents have been issued for the project.

GENERAL NOTES

1. THIS IS NOT A BOUNDARY SURVEY. NO LIABILITY IS ASSUMED BY WHITCHURCH ENGINEERING, INC. FOR THE EXISTENCE OF ANY EASEMENTS, ENCUMBRANCES AND DISCREPANCIES IN BOUNDARY OR TITLE DEFECTS.
2. PROPERTY LINES SHOWN ARE FROM POINTS WEST SURVEYING CO, ALTA SURVEY, DATED MARCH 2024.
3. PHYSICAL ITEMS SHOWN ON THIS TOPOGRAPHIC SURVEY ARE LIMITED TO THOSE ITEMS VISIBLE BY SURFACE INSPECTION AS OF THE DATE OF THIS SURVEY. SUBSURFACE STRUCTURES, IF ANY, ARE NOT SHOWN.
4. THE TYPES, LOCATIONS, SIZES AND/OR DEPTHS OF EXISTING UNDERGROUND UTILITIES AS SHOWN ON THIS TOPOGRAPHIC SURVEY WERE OBTAINED FROM SURFACE FEATURES AND SOURCES OF VARYING RELIABILITY. ONLY ACTUAL EXCAVATION WILL REVEAL THE TYPES, EXTENT, SIZES, LOCATIONS AND DEPTHS OF SUCH UNDERGROUND UTILITIES. WHITCHURCH ENGINEERING, INC. ASSUMES NO RESPONSIBILITY FOR THE COMPLETENESS OR ACCURACY OF THE DELINEATION OF SUCH UNDERGROUND UTILITIES WHICH MAY BE ENCOUNTERED.
5. BENCHMARK: RTK GPS ACQUIRED NAVD88 ELEVATION ACQUIRED @ CP#1
6. HORIZONTAL CONTROL: RTK GPS ACQUIRED EASTING AND NORTHING ACQUIRED @ CP#1
7. FIELD SURVEY COMPLETED ON 9-19-2025

LEGEND

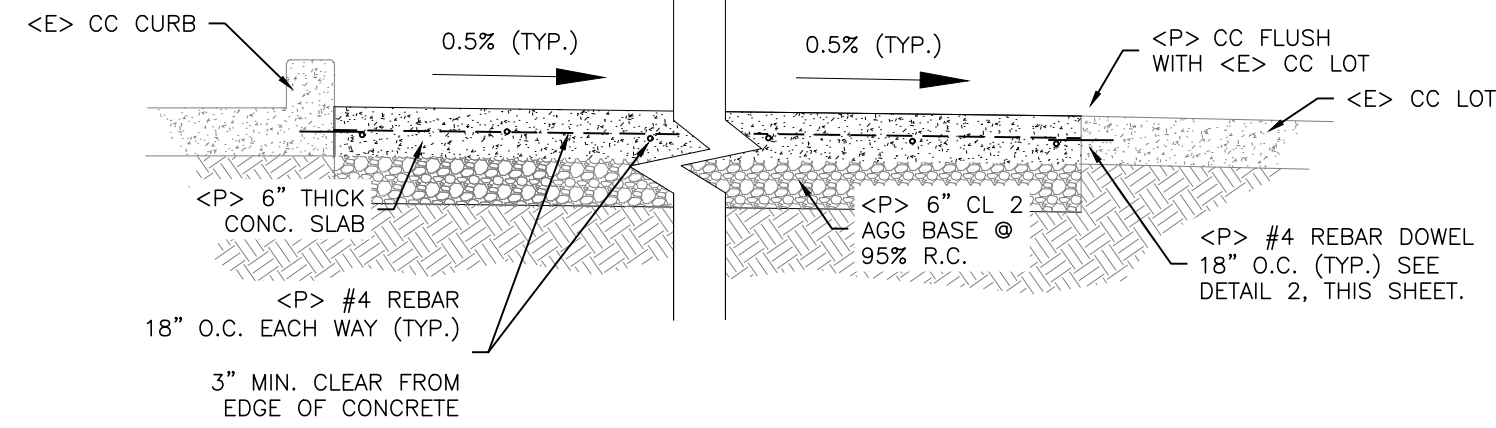
- FOUND MONUMENT AS NOTED
- ▲ SURVEY CONTROL POINT
- ⊙ EXISTING SANITARY MANHOLE
- ⊕ EXISTING SANITARY SEWER CLEAN OUT
- ⊖ EXISTING STORM DRAIN INLET
- ⊗ EXISTING CIRCULAR STORM DRAIN INLET
- ⊘ EXISTING WATER METER
- ⊙ EXISTING WATER VALVE
- ⊖ EXISTING UTILITY POLE
- ⊗ EXISTING STREET LIGHT
- ⊘ EXISTING GUY ANCHOR
- ▭ EXISTING CONCRETE
- ▨ EXISTING ASPHALT PAVING
- ▩ EXISTING EDGE OF PAVEMENT
- ▭ EXISTING FENCELINE
- ▭ NEW FENCELINE
- SD EXISTING UNDERGROUND STORM DRAIN
- OH EXISTING OVERHEAD UTILITY LINES
- SS EXISTING UNDERGROUND SANITARY SEWER
- EXISTING CENTERLINE OF ROAD WAY
- EXISTING PROPERTY LINES
- ▨ EXISTING BUILDING

ABBREVIATIONS

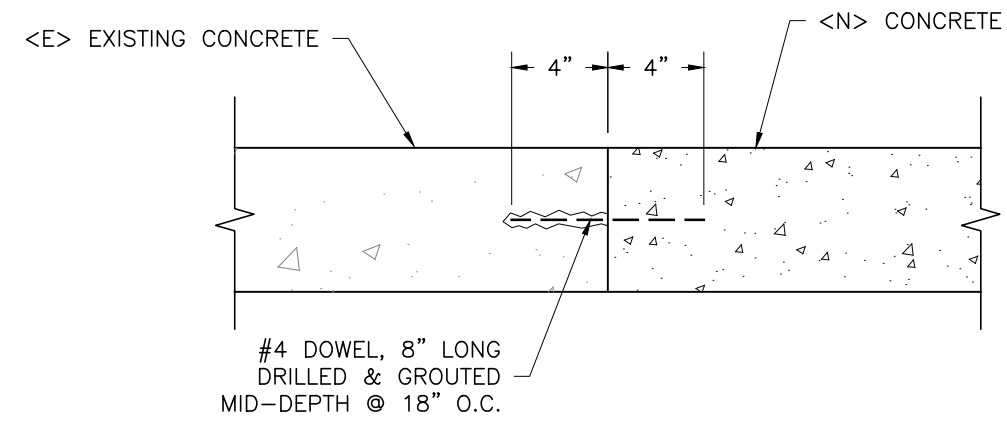
- AC ASPHALT CONCRETE
- CC CONCRETE
- DI DRAIN INLET
- <E> EXISTING
- FH FIRE HYDRANT
- LP LIGHT POLE
- <N> NEW
- SQFT SQUARE FEET
- TYP. TYPICAL
- UP UTILITY POLE
- WM WATER METER

APN: 002-091-063

APN: 002-124-010



1 TYPICAL CONCRETE LOT SECTION
NO SCALE

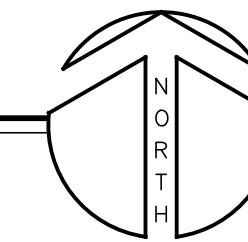


2 DOWELING DETAIL
NO SCALE



ALTERNATIVE SITE PLAN

SCALE: 1"=30'



THIS SITE PLAN IS CONCEPTUAL AND SHALL BE USED FOR PLANNING AND DISCUSSION PURPOSES ONLY.

THESE PLANS ARE ORIGINALLY PRINTED ON 22"x34" PAPER.



REVISIONS	BY

PLAN REVIEW ONLY

WHITCHURCH ENGINEERING, INC.

Phone (707) 725-6926
Phone (707) 444-1420

610 9th Street, Eureka, California 95540
716 Harris Street, Eureka, California 95501

HUMBOLDT TRANSIT AUTHORITY SITE IMPROVEMENTS
133 V ST, EUREKA, CA 95501
APN(S): 002-081-005; 002-091-003, -008, 008; 022-121-002, 002-124-008, -009, -010
FINISHED CONDITIONS ALTERNATIVE
SITE PLAN

For: HUMBOLDT TRANSIT AUTHORITY GM GREG PRATT 133 V ST, EUREKA, CA 95501
2:\Shared\p\humboldt\002_081\005\002-091-003 - 008, 008; 022-121-002, 002-124-008, -009, -010.dwg 3/27/2026

Date	MAR 20 '26
Scale	AS NOTED
Design	TLW
Drawn	NTN
Job	HTA2504
Sheet	

This drawing or drawing set shall not be used for construction unless a jurisdictional stamp (County, City, State, Federal) has been issued on the drawing, stating "FOR PERMIT" or similar verbiage, a wet signed professional engineer's stamp, and permit documents have been issued for the project.



133 V Street
Eureka, CA 95501

A Public Entity Serving Humboldt County Since 1975

Office: (707) 443-0826
Fax: (707) 443-2032
www.hta.org

TO: Chair Arroyo
All Governing Board Members

FROM: Seth Beres, Project Manager

DATE: May 6, 2026

SUBJECT: Project 24-03 Demolition of Cedar House at 104 W Street Invitation for Bid: Response to Submitted Bids

To make room for the Hydrogen Fueling Station project, demolition of the Cedar House is required. On April 13, 2026, the TIRCIP Ad Hoc Committee met and approved the demolition project plans, scope, and release of IFB. IFB was released on April 13, 2026. The awarded contractor will receive notice to proceed on May 15, with demolition mobilization on June 3 to allow ample time for staff to transition to the newly remodeled office. The scope will involve capping and abandonment of at least 4 sewer laterals.

Submitted bids were opened at 2:30 pm on May 1, 2026. The results of the submitted bids are provided in a handout. Staff recommends awarding to the lowest responsible and responsive bidder as shown in the handout.

Action Recommended: Award Project 24-03 IFB to the lowest responsible and responsive bidder and authorize the General Manager to execute a contract with the lowest bidder.