

**PERSONAL SERVICES AGREEMENT BETWEEN THE COUNTY OF SHASTA AND  
BPR CONSULTING GROUP LLC**

This agreement is entered into between the County of Shasta, through its Department of Resource Management, Building Division, a political subdivision of the State of California ("County") and BPR Consulting Group LLC, a California Limited Liability Company ("Consultant") (collectively, the "Parties" and individually a "Party") for the purpose of plan review and inspection services.

**Section 1. RESPONSIBILITIES OF CONSULTANT.**

- A. Pursuant to the terms and conditions of this agreement, Consultant shall provide plan review and inspection services to County according to the Price Schedule prescribed in Exhibit "A", attached and incorporated herein.

**Plan Review Services**

- B. Consultant shall perform initial plan review and subsequent plan reviews, as directed by the County, for design integrity and code compliance with the adopted edition of the applicable California Building Codes, Part 1 through 12, Standards, State Housing Laws, local ordinances, and appendices adopted by the County within timeframes specified by the County.
- C. Consultant shall review plans which may include: fire protection systems, fire and life safety, compliance with state and local hazardous materials regulations, structural calculations, soils reports, geotechnical, grading, onsite improvements, energy calculations/reports, disabled accessibility requirements, green building standards, County adopted ordinances and policies, and other project related plan review information provided by the applicant or the County.
- D. Consultant shall identify items needing clarification or correction to achieve compliance with applicable regulations, codes and standards, and provide a written report of these items; including referenced code sections. The completed reports shall be clear, concise and not contain a multitude of general notes that do not reflect conditions specific to the project.
- E. Consultant shall coordinate the resolution of identified deficiencies with the applicant and County. Upon request by the County, Consultant shall attend any required meetings connected with the plan review or field inspection of the projects.
- F. Consultant shall provide turnaround time for assigned plan review of ten (10) business days for initial review, and five (5) business days for rechecks.
- G. Consultant shall provide turnaround time for assigned plan review of residential Solar Photovoltaic system of three (3) business days for initial review, and five (5) business days for rechecks. First reviews for residential Solar Photovoltaic systems shall not exceed one hour for systems 15kW or less. Additional review for Solar Photovoltaic systems shall be in ½ hour increments and the County and Applicant

shall be notified in the plan review letter the estimated additional time necessary to re-review.

- H. Consultant shall utilize employees to perform plan reviews who are certified as Plans Examiners through the International Code Council and who are provided with a reasonable degree of annual training in accordance with the requirements of AB 717 (California Health and Safety Code 18965 et seq). A California Registered Engineer or Licensed Architect employed by the Consultant shall review the portion of plans that involve engineering design and calculations. Plans Examiners shall have a minimum of three (3) years of plan review experience with a municipality or a private Contractor.
- I. Consultant shall accept projects assigned at the sole discretion of the Building Official or designee. The County may use its own employees and/or other independent Contractors to perform plan reviews in addition to such work assigned to Consultant.
- J. Consultant shall avoid situations involving an actual or potential conflict of interest in the course of the plan review process, and act in the interests of the County and citizens of Shasta County. Consultant shall provide no services for any private client within the unincorporated boundaries of the County during the contract period.
- K. Consultant shall provide a staff member that is a Certified Access Specialist (CASP), certified through the California Division of the State Architect (DSA) with a minimum of three (3) years of disabled accessibility plan review experience. This staff member shall review any assigned projects that have aspects related to California disabled accessibility requirements.
- L. Consultant shall provide staff members with a commitment to efficiency and high standards of customer services. The County Building Official shall have the right of refusal of any staff member assigned by the Consultant.
- M. Consultant shall arrange for all pick-up and delivery of plan review documents from the County at no cost. Upon completion of plan review, after all plan review issues have been resolved, Consultant shall provide two complete sets of all final documents annotated as "reviewed" to the County for final approval.
- N. Consultant shall provide Plans Examiners that have experience reviewing storm water erosion control, drainage and best management practice requirements for large and small grading projects.
- O. Consultant shall provide Plans Examiners who have experience working with projects in higher elevations with structural snow loading requirements, cold weather utility requirements and steep slope grading requirements for projects in these areas.

- P. Consultant shall provide Plans Examiners that have experience working in rural areas, with historical buildings, sites, and elements for historical projects.
- Q. Consultant shall provide plan review staff that possess appropriate California registration, which may include, but is not limited to: Civil Engineer, Structural Engineer, Licensed Land Surveyor, Electrical Engineer, Architect, Mechanical Engineer, etc. Consultant will make every reasonable effort to also provide plan review staff with professional certification, which may include, but is not limited to: Structural Plans Examiner, Residential Plans Examiner, LEED, Electrical Plans Examiner, Plumbing Plans Examiner, Mechanical Plans Examiner, Green Building Plans Examiner, SAP Certified through the CA Office of Emergency Services, etc.

**Building Inspection Services**

- R. Consultant shall provide experienced and trained staff to supplement the County's existing staff on an on-call, as-needed basis. The Consultant's building inspection staff shall be certified by the International Code Council or other appropriately recognized organization in accordance with AB 717 and possess a minimum of three (3) years of building code enforcement experience with a municipality or a private municipal Contractor.
- S. Consultant shall provide a staff member that is a Certified Access Specialist (CAsp), certified through the California Division of the State Architect (DSA), with a minimum of three (3) years of disability accessibility inspection experience. This staff member shall complete inspections for any assigned project(s) that have aspects related to California disabled accessibility requirements and shall complete CAsp inspection services when requested by the Building Official or designee.
- T. Consultant shall provide building inspection staff members that have a commitment to efficiency and high standards of customer service. The County Building Official shall have the right of refusal of any staff member assigned by the Consultant.
- U. Consultant shall provide inspection services and assure that the construction meets the approved project plans and is in compliance with the latest adopted codes, policies, and procedures.
- V. Consultant shall provide building inspection staff who have experience reviewing storm water erosion control, drainage and best management practice requirements for large and small grading projects.
- W. Consultant shall provide Building Inspectors who have experience completing building and grading inspections for projects in elevations with the potential of structural snow loading requirements, cold weather utility requirements, and steep slope grading requirements for projects in these areas.
- X. Consultant shall make an effort to provide Building Inspectors who have experience working with historical building, sites, and elements for historical projects and

Building Inspectors who possess experience working in rural County environments and communities with owner builders.

- Y. Consultant shall provide Building Inspectors who possess appropriate professional certifications, which may include, but is not limited to: Commercial Building Inspector, Residential Building Inspector, Commercial/Residential Mechanical Inspector, Commercial/Residential Plumbing Inspector, Commercial/Residential Electrical Inspector, Green Building/LEED Inspector, Permit Technician, SAP Certified through the CA Office of Emergency Services, etc.

**Section 2. RESPONSIBILITIES OF COUNTY.**

Pursuant to the terms and conditions of this agreement, County shall compensate Consultant as prescribed in Sections 3 and 4 of this agreement and shall monitor the outcomes achieved by Consultant.

**Section 3. COMPENSATION.**

- A. Consultant shall be paid according to the rates and terms prescribed in Exhibit "A" (attached and incorporated herein) for the work and services rendered; however, in no event shall Consultant be paid in excess of \$100,000.00 per fiscal year (July 1 through June 30), or \$300,000 in total compensation for all work and services rendered during the entire term of this agreement.
- B. During the term of this agreement, the Director of Resource Management or his or her designee ("Director"), may approve in writing and in advance, changes in any of Consultant's rates, provided that the increase in any single rate shall not exceed 10% over the original rate during the entire term of this agreement and provided further that the rate increase shall not increase the total compensation payable under this agreement.
- C. Consultant shall be paid via electronic invoice payment; automated clearing house ("ACH"), County credit card, or Commerce Bank virtual card. ACH payments require submission of the completed Auditor-Controller ACH/Direct Deposit authorization form within five days of execution of this agreement.
- D. Consultant's violation or breach of agreement terms may result in fiscal penalties, withholding of compensation, or termination of agreement.

**Section 4. BILLING AND PAYMENT.**

- A. Consultant shall submit to the Resource Management Department email ([resourcemanagement@co.shasta.ca.us](mailto:resourcemanagement@co.shasta.ca.us)) a monthly itemized statement or invoice of services rendered after completion of the services prescribed in section 1, no later than the fifth day of each month, or the first calendar workday after the fifth day of each month if the fifth day falls on a weekend or County holiday. County shall make payment within 30 days of receipt of Consultant's correct and approved statement or invoice.

- B. Should County, or the state or federal government, disallow any amount claimed by Consultant, Consultant shall reimburse County, or the state or federal government, as directed by County, or the state or federal government, for such disallowed cost.

**Section 5. TERM OF AGREEMENT.**

- A. The initial term of this agreement shall be for one year beginning July 1, 2022 and ending June 30, 2023. The term of this agreement may be extended by County for two additional one-year terms at the end of the initial term, under the same terms and conditions unless written notice of non-renewal is provided by either Party to the other Party at least 30 days prior to the expiration of the initial term or the then current term.
- B. Notwithstanding the foregoing, County shall not be obligated for payments hereunder for any future County fiscal year unless or until County's Board of Supervisors appropriates funds for this agreement in County's budget for that County fiscal year. In the event that funds are not appropriated for this agreement, then this agreement shall end as of June 30 of the last County fiscal year for which funds for this agreement were appropriated. For the purposes of this agreement, the County fiscal year commences on July 1 and ends on June 30 of the following year. County shall notify Consultant in writing of such non-appropriation at the earliest possible date.

**Section 6. TERMINATION OF AGREEMENT.**

- A. If Consultant materially fails to perform Consultant's responsibilities under this agreement to the satisfaction of County, or if Consultant fails to fulfill in a timely and professional manner Consultant's responsibilities under this agreement, or if Consultant violates any of the terms or provisions of this agreement, then County shall have the right to terminate this agreement for cause effective immediately upon the County giving written notice thereof to Consultant. If termination for cause is given by County to Consultant and it is later determined that Consultant was not in default or the default was excusable, then the notice of termination shall be deemed to have been given without cause pursuant to paragraph B of this section.
- B. County may terminate this agreement without cause on 30 days written notice to Consultant.
- C. County may terminate this agreement immediately upon oral notice should funding cease or be materially decreased during the term of this agreement.
- D. County's right to terminate this agreement may be exercised by the Director of Resource Management.

- E. Should this agreement be terminated, Consultant shall promptly provide to County any and all finished and unfinished reports, data, studies, photographs, charts, and other documents prepared by Consultant pursuant to this agreement.
- F. If this agreement is terminated, Consultant shall only be paid for services satisfactorily completed and provided prior to the effective date of termination.

**Section 7. ENTIRE AGREEMENT; AMENDMENTS; HEADINGS; EXHIBITS/APPENDICES.**

- A. This agreement supersedes all previous agreements relating to the subject of this agreement and constitutes the entire understanding of the Parties hereto. Consultant shall be entitled to no other benefits other than those specified herein. Consultant specifically acknowledges that in entering into and executing this agreement, Consultant relies solely upon the provisions contained in this agreement and no others.
- B. No changes, amendments, or alterations to this agreement shall be effective unless in writing and signed by both Parties. However, minor amendments, including retroactive, that do not result in a substantial or functional change to the original intent of this agreement and do not cause an increase to the maximum amount payable under this agreement may be agreed to in writing between Consultant and the Director, provided that the amendment is in substantially the same format as the County's standard format amendment contained in the Shasta County Contracts Manual (Administrative Policy 6-101).
- C. The headings that appear in this agreement are for reference purposes only and shall not affect the meaning or construction of this agreement.
- D. If any ambiguity, inconsistency, or conflict exists or arises between the provisions of this agreement and the provisions of any of this agreement's exhibits or appendices, the provisions of this agreement shall govern.

**Section 8. NONASSIGNMENT OF AGREEMENT; NON-WAIVER.**

Inasmuch as this agreement is intended to secure the specialized services of Consultant, Consultant may not assign, transfer, delegate, or sublet any interest herein without the prior written consent of County. The waiver by County of any breach of any requirement of this agreement shall not be deemed to be a waiver of any other breach.

**Section 9. EMPLOYMENT STATUS OF CONSULTANT.**

Consultant shall, during the entire term of this agreement, be construed to be an independent contractor, and nothing in this agreement is intended nor shall be construed to create an employer-employee relationship, a joint venture relationship, or to allow County to exercise discretion or control over the professional manner in which Consultant performs the work or services that are the subject matter of this agreement; provided, however, that the work or services to be provided by Consultant shall be provided in a manner consistent

with the professional standards applicable to such work or services. The sole interest of County is to ensure that the work or services shall be rendered and performed in a competent, efficient, and satisfactory manner. Consultant shall be fully responsible for payment of all taxes due to the State of California or the federal government that would be withheld from compensation if Consultant were a County employee. County shall not be liable for deductions for any amount for any purpose from Consultant's compensation. Consultant shall not be eligible for coverage under County's workers' compensation insurance plan nor shall Consultant be eligible for any other County benefit. Consultant must issue W-2 and 941 Forms for income and employment tax purposes, for all of Consultant's assigned personnel under the terms and conditions of this agreement.

**Section 10. INDEMNIFICATION.**

- A. To the fullest extent permitted by law, Consultant shall indemnify and hold harmless County, its elected officials, officers, employees, agents, and volunteers against all claims, suits, actions, costs, expenses (including, but not limited to, reasonable attorney's fees of County Counsel and counsel retained by County, expert fees, litigation costs, and investigation costs), damages, judgments, or decrees arising from the work or the provision of services undertaken pursuant to this agreement by Consultant, or by any of Consultant's subcontractors, any person employed under Consultant, or under any subcontractor, or in any capacity, except when the injury or loss is caused by the sole negligence or intentional wrongdoing of County. Consultant shall also, at Consultant's own expense, defend the County, its elected officials, officers, employees, agents, and volunteers, against any claim, suit, action, or proceeding brought against County, its elected officials, officers, employees, agents, and volunteers, arising from the work or the provision of services undertaken pursuant to this agreement by Consultant, or any of Consultant's subcontractors, any person employed under Consultant, or under any Subcontractor, or in any capacity. Consultant shall also defend and indemnify County for any adverse determination made by the Internal Revenue Service or the State Franchise Tax Board and/or any other taxing or regulatory agency and shall defend, indemnify, and hold harmless County with respect to Consultant's "independent contractor" status that would establish a liability on County for failure to make social security deductions or contributions or income tax withholding payments, or any other legally mandated payment. The provisions of this paragraph are intended to be interpreted as broadly as permitted by applicable law. This provision shall survive the termination, expiration, or cancellation of this agreement.
- B. For professional services provided under this agreement, Consultant shall indemnify, defend, and hold harmless County, its elected officials, officers, employees, agents, and volunteers from and against any and all claims, demands, actions, losses, liabilities, damage, and costs, including reasonable attorneys' fees, arising out of or resulting from the negligent performance of the professional services provided under this agreement. Consultant shall also, at Consultant's own expense, defend the County against any suit or action brought against County founded upon any claim, action or proceeding which is based upon the work or the provision of services undertaken pursuant to this agreement. Furthermore, the duty of Consultant includes the duty of

defense, inclusive of that set forth in the California Civil Code Section 2778, and is subject to any limits provided for in Civil Code Section 2782.8. The words "professional services" shall be interpreted as defined in Civil Code section 2782.8, as it may be amended from time to time. The provisions of this paragraph are intended to be interpreted as broadly as permitted by applicable law.

**Section 11. INSURANCE COVERAGE.**

- A. Without limiting Consultant's duties of defense and indemnification, Consultant and any subcontractor shall obtain, from an insurance carrier authorized to transact business in the State of California, and maintain continuously during the term of this agreement Commercial General Liability Insurance, including coverage for owned and non-owned automobiles, and other coverage necessary to protect County and the public with limits of liability of not less than \$1 million per occurrence; such insurance shall be primary as to any other insurance maintained by County.
- B. Consultant and any subcontractor shall obtain and maintain continuously required Workers' Compensation and Employer's Liability Insurance to cover Consultant, subcontractor, Consultant's partner(s), subcontractor's partner(s), Consultant's employees, and subcontractor's(s) employees with an insurance carrier authorized to transact business in the State of California covering the full liability for compensation for injury to those employed by Consultant or subcontractor. Each such policy shall be endorsed to state that the Workers' Compensation carrier waives its right of subrogation against *County, its elected officials, officers, employees, agents, and volunteers* which might arise in connection with this agreement. Consultant hereby certifies that Consultant is aware of the provisions of section 3700 of the Labor Code, which requires every employer to insure against liability for workers' compensation or to undertake self-insurance in accordance with the provisions of the Labor Code, and Consultant shall comply with such provisions before commencing the performance of the work or the provision of services pursuant to this agreement.
- C. Consultant shall obtain and maintain continuously a policy of Errors and Omissions coverage with limits of liability of not less than \$1 million per occurrence.
- D. Consultant shall require subcontractors to furnish satisfactory proof to County that liability and workers' compensation and other required types of insurance have been obtained and are maintained similar to that required of Consultant pursuant to this agreement.
- E. With regard to all insurance coverage required by this agreement:
  - (1) Any deductible or self-insured retention exceeding \$25,000 for Consultant or subcontractor shall be disclosed to and be subject to approval by the County Risk Manager prior to the effective date of this agreement.

- (2) If any insurance coverage required hereunder is provided on a "claims made" rather than "occurrence" form, Consultant or subcontractor shall maintain such insurance coverage with an effective date earlier or equal to the effective date of this agreement and continue coverage for a period of three years after the expiration of this agreement and any extensions thereof. In lieu of maintaining post-agreement expiration coverage as specified above, Consultant or subcontractor may satisfy this provision by purchasing tail coverage for the claims-made policy. Such tail coverage shall, at a minimum, provide the insurance coverage required hereunder for claims received and reported three years after the expiration date of this agreement.
- (3) All insurance (except workers' compensation and professional liability) shall include an endorsement or an amendment to the policy of insurance which names *County, its elected officials, officers, employees, agents, and volunteers as additional insureds*. In the event that coverage is reduced or canceled, a notice of said reduction or cancellation shall be provided to County within 24 hours. Any available insurance proceeds in excess of the specified minimum limits and coverage pursuant to the terms of this agreement shall be applicable to the Additional Insured. The additional insureds coverage shall be equal to Insurance Service Office endorsement CG 20 10 for on-going operations, and CG 20 37 for completed operations.
- (4) Each insurance policy (except for workers' compensation and professional liability policies), or an endorsement thereto, shall contain a "separation of insureds" clause which shall read:

"Separation of Insureds.

Except with respect to the Limits of Insurance, and any rights or duties specifically assigned in this Coverage Part to the first Named Insured, this insurance applies:

- a. As if each Named Insured were the only Named Insured; and
  - b. Separately to each suit insured against whom a claim is made or suit is brought."
- (5) Consultant shall provide County with an endorsement or amendment to Consultant's policy of insurance as evidence of insurance protection before the effective date of this agreement.
  - (6) The insurance coverage required herein shall be in effect at all times during the term of this agreement. In the event any insurance coverage expires at any time during the term of this agreement, Consultant shall provide County, at least 20 days prior to said expiration date, a new endorsement or policy amendment evidencing insurance coverage as provided for herein for not less than the remainder of the term of this agreement or for a period of

not less than one year. In the event Consultant fails to keep in effect at all times insurance coverage as herein provided and a renewal endorsement or policy amendment is not provided within 10 days of the expiration of the endorsement or policy amendment in effect at inception of this agreement, County may, in addition to any other remedies it may have, terminate this agreement upon the occurrence of such event.

- (7) If the endorsement or amendment does not reflect the limits of liability provided by the policy of insurance, Consultant shall provide County a certificate of insurance reflecting those limits.
- (8) Any of Consultant's Excess Insurance shall contain a provision that such coverage shall also apply on a primary and non-contributory basis for the benefit of County.

**Section 12. NOTICE OF CLAIM; APPLICABLE LAW; VENUE.**

- A. If any claim for damages is filed with Consultant or if any lawsuit is instituted concerning Consultant's performance under this agreement and that in any way, directly or indirectly, contingently or otherwise, affects or might reasonably affect County, Consultant shall give prompt and timely notice thereof to County. Notice shall be prompt and timely if given within 30 days following the date of receipt of a claim or 10 days following the date of service of process of a lawsuit. This provision shall survive the termination, expiration, or cancellation of this agreement.
- B. Any dispute between the Parties, and the interpretation of this agreement, shall be governed by the laws of the State of California. Any litigation shall be venued in Shasta County.

**Section 13. COMPLIANCE WITH LAWS; NON-DISCRIMINATION.**

- A. Consultant shall observe and comply with all applicable present and future federal laws, state laws, local laws, codes, rules, regulations, and/or orders that relate to the work or services to be provided pursuant to this agreement.
- B. Consultant shall not unlawfully discriminate in employment practices or in the delivery of services on the basis of race, color, creed, religion, national origin, sex, age, marital status, sexual orientation, medical condition (including cancer, HIV, and AIDS) physical or mental disability, use of family care leave under either the Family & Medical Leave Act or the California Family Rights Act, or on the basis of any other status or conduct protected by law.
- C. Consultant represents that Consultant is in compliance with and agrees that Consultant shall continue to comply with the Americans with Disabilities Act of 1990 (42 U.S.C. sections 12101, *et seq.*), the Fair Employment and Housing Act (Government Code sections 12900, *et seq.*), and regulations and guidelines issued pursuant thereto.

- D. No funds or compensation received by Consultant under this agreement shall be used by Consultant for sectarian worship, instruction, or proselytization in a manner prohibited by law.
- E. In addition to any other provisions of this agreement, Consultant shall be solely responsible for any and all damages caused, and/or penalties levied, as the result of Consultant's noncompliance with the provisions of this section.

**Section 14. ACCESS TO RECORDS; RECORDS RETENTION.**

- A. County, federal, and state officials shall have access to any books, documents, papers, and records of Consultant that are directly pertinent to the subject matter of this agreement for the purpose of auditing or examining the activities of Consultant or County. Except where longer retention is required by federal or state law, Consultant shall maintain all records for five years after County makes final payment hereunder. This provision shall survive the termination, expiration, or cancellation of this agreement.
- B. Consultant shall maintain appropriate records to ensure a proper accounting of all funds and expenditures pertaining to the work performed or the services provided pursuant to this agreement. Consultant shall maintain records providing information that account for all funds and expenses related to the provision of services provided pursuant to this agreement. Access to these records shall be provided to County during working days, 8:00 a.m. to 5:00 p.m. and at other times upon reasonable notice by County, and upon request of state and federal agencies charged with the administration of programs related to the work or services to be provided pursuant to this agreement.
- C. Consultant agrees to accept responsibility for receiving, replying to, and/or complying with any audit exception by appropriate federal, state, or County audit directly related to the provisions of this agreement. Consultant agrees to repay County the full amount of payment received for duplicate billings, erroneous billings, audit exceptions, or false or deceptive claims. Consultant agrees that County may withhold any money due and recover through any appropriate method any money erroneously paid under this agreement if evidence exists of less than full compliance with this agreement including, but not limited to, exercising a right of set-off against any compensation payable to Consultant.

**Section 15. COMPLIANCE WITH CHILD, FAMILY, AND SPOUSAL SUPPORT REPORTING OBLIGATIONS.**

Consultant's failure to comply with state and federal child, family, and spousal support reporting requirements regarding Consultant's employees or failure to implement lawfully served wage and earnings assignment orders or notices of assignment relating to child, family, and spousal support obligations shall constitute a default under this agreement. Consultant's failure to cure such default within 90 days of notice by County shall be grounds for termination of this agreement.

**Section 16. LICENSES AND PERMITS.**

Consultant, and Consultant's officers, employees, and agents performing the work or services required by this agreement, shall possess and maintain all necessary licenses, permits, certificates, and credentials required by the laws of the United States, the State of California, the County of Shasta, and all other appropriate governmental agencies, including any certification and credentials required by County. Failure to maintain the licenses, permits, certificates, and credentials shall be deemed a breach of this agreement and constitutes grounds for the termination of this agreement by County.

**Section 17. PERFORMANCE STANDARDS.**

Consultant shall perform the work or services required by this agreement in accordance with the industry and/or professional standards applicable to Consultant's work or services.

**Section 18. CONFLICTS OF INTEREST.**

Consultant and Consultant's officers and employees shall not have a financial interest, or acquire any financial interest, direct or indirect, in any business, property, or source of income that could be financially affected by or otherwise conflict in any manner or degree with the performance of the work or services required under this agreement.

**Section 19. NOTICES.**

A. Except as provided in section 6.C. of this agreement (oral notice of termination due to insufficient funding), any notices required or permitted pursuant to the terms and provisions of this agreement shall be given to the appropriate Party at the address specified below or at such other address as the Party shall specify in writing. Such notice shall be deemed given: (1) upon personal delivery; or (2) if sent by first class mail, postage prepaid, two days after the date of mailing.

If to County: County of Shasta  
Director of Resource Management  
1855 Placer Street Suite 200  
Redding, CA 96001

If to Consultant: BPR Consulting Group LLC  
Ron Beehler, SE, CBO  
2201 Francisco Drive, Suite 140-658  
El Dorado Hills, CA 95762

A. Any oral notice authorized by this agreement shall be given to the persons specified in Section 19.A. and shall be deemed to be effective immediately.

- B. Unless otherwise stated in this agreement, any written or oral notices on behalf of the County as provided for in this agreement may be executed and/or exercised by the County Executive Officer or his/her designee.

**Section 20. AGREEMENT PREPARATION.**

It is agreed and understood by the Parties that this agreement has been arrived at through negotiation and that neither Party is to be deemed the Party which created any uncertainty in this agreement within the meaning of section 1654 of the Civil Code.

**Section 21. COMPLIANCE WITH POLITICAL REFORM ACT.**

Consultant shall comply with the California Political Reform Act (Government Code, sections 81000, *et seq.*), with all regulations adopted by the Fair Political Practices Commission pursuant thereto, and with the County's Conflict of Interest Code, with regard to any obligation on the part of Consultant to disclose financial interests and to recuse from influencing any County decision which may affect Consultant's financial interests. If required by the County's Conflict of Interest Code, Consultant shall comply with the ethics training requirements of Government Code sections 53234, *et seq.*

**Section 22. PROPERTY TAXES.**

Consultant represents and warrants that Consultant, on the date of execution of this agreement, (1) has paid all property taxes for which Consultant is obligated to pay, or (2) is current in payments due under any approved property tax payment arrangement. Consultant shall make timely payment of all property taxes at all times during the term of this agreement.

**Section 23. SEVERABILITY.**

If any portion of this agreement or application thereof to any person or circumstance is declared invalid by a court of competent jurisdiction or if it is found in contravention of any federal or state statute or regulation or County ordinance, the remaining provisions of this agreement, or the application thereof, shall not be invalidated thereby and shall remain in full force and effect to the extent that the provisions of this agreement are severable.

**Section 24. COUNTY'S RIGHT OF SETOFF.**

To the fullest extent permitted by law, County shall have the right but not the obligation, to setoff, in whole or in part, against any compensation owed to Consultant or any of its subsidiaries under any contract with the County, any amount of any Federal or State audit liability owed by or claimed or asserted against the County or any amounts owed to County by Consultant or its subsidiaries.

**Section 25. CONFIDENTIALITY.**

During the term of this agreement, both Parties may have access to information that is confidential or proprietary in nature. Both Parties agree to preserve the confidentiality of

and to not disclose any such information to any third party without the express written consent of the other Party or as required by law. This provision shall survive the termination, expiration, or cancellation of this agreement.

**Section 26. SCOPE AND OWNERSHIP OF WORK.**

All research data, reports, and every other work product of any kind or character arising from or relating to this agreement shall become the property of the County and be delivered to the County upon completion of its authorized use pursuant to this agreement. County may use such work products for any purpose whatsoever. All works produced under this agreement shall be deemed works produced by a contractor for hire, and all copyright with respect thereto shall vest in the County without payment of royalty or any other additional compensation. Notwithstanding anything to the contrary contained in this agreement, Consultant shall retain all of Consultant's rights in Consultant's own proprietary information, including, without limitation, Consultant's methodologies and methods of analysis, ideas, concepts, expressions, know how, methods, techniques, skills, knowledge, and experience possessed by Consultant prior to, or acquired by Consultant during the performance of this agreement and Consultant shall not be restricted in any way with respect thereto.

**Section 27. USE OF COUNTY PROPERTY.**

Consultant shall not use County premises, property (including equipment, instruments, and supplies), or personnel for any purpose other than in the performance of Consultant's obligations under this agreement.

**Section 28. COUNTERPARTS/ELECTRONIC, FACSIMILE, AND PDF SIGNATURES**

This agreement may be executed in any number of counterparts, each of which will be an original, but all of which together will constitute one instrument. Each Party of this agreement agrees to the use of electronic signatures, such as digital signatures that meet the requirements of the California Uniform Electronic Transactions Act ("CUETA") Cal. Civ. Code §§ 1633.1 to 1633.17), for executing this agreement. The Parties further agree that the electronic signatures of the Parties included in this agreement are intended to authenticate this writing and to have the same force and effect as manual signatures. Electronic signature means an electronic sound, symbol, or process attached to or logically associated with an electronic record and executed or adopted by a person with the intent to sign the electronic record pursuant to the CUETA as amended from time to time. The CUETA authorizes use of an electronic signature for transactions and contracts among Parties in California, including a government agency. Digital signature means an electronic identifier, created by computer, intended by the party using it to have the same force and effect as the use of a manual signature, and shall be reasonably relied upon by the Parties. For purposes of this section, a digital signature is a type of "electronic signature" as defined in subdivision (i) of Section 1633.2 of the Civil Code. Facsimile signatures or signatures transmitted via pdf document shall be treated as originals for all purposes.

***SIGNATURE PAGE FOLLOWS***

IN WITNESS WHEREOF, County and Consultant have executed this agreement on the dates set forth below. By their signatures below, each signatory represents that he/she has the authority to execute this agreement and to bind the Party on whose behalf his/her execution is made.

COUNTY OF SHASTA

Date: 6/21/22

*LES BAUGH*  
LES BAUGH, CHAIR  
Board of Supervisors  
County of Shasta  
State of California

ATTEST:

PATRICK J. MINTURN  
Acting Clerk of the Board of Supervisors

By: *[Signature]*  
Deputy

Approved as to form:  
RUBIN E. CRUSE, JR  
County Council

DocuSigned by:  
*Trisha C. Weber* 05/31/2022 | 8:17 AM PDT  
By: Trisha C. Weber  
Deputy County Council III

RISK MANAGEMENT APPROVAL

DocuSigned by:  
*James Johnson* 05/31/2022 | 7:50 AM PDT  
By: *James Johnson*  
James Johnson  
Risk Management Analyst III

CONSULTANT

Date: 05/27/2022 | 4:08 PM PDT

DocuSigned by:  
*Ron Beehler*  
By: *Ron Beehler*  
Ron Beehler, SE, CBO  
Principal/Director of Client Services

Date: 05/27/2022 | 8:50 PM PDT

DocuSigned by:  
*Bill Rodgers*  
By: *Bill Rodgers*  
Bill Rodgers  
Principal/Director of Plan Review Services

Tax I.D.#: 87-1149836

## BPR CONSULTING GROUP LLC

### PRICE SCHEDULE

<b>Schedule of Percentage Fee</b>	
<b>Review Type</b> <i>To include an initial review and a minimum of two (2) rechecks. All fees to include shipping and courier service.</i>	<b>Percentage Fee</b> <i>Indicate % of County's current adopted fee schedule County will be billed for services.</i>
Commercial Full Plan Review	68% of the Plan Review Fee Charged by the County
Commercial Structural Review only	45% of the Plan Review Fee Charged by the County
Residential Full Plan Review	68% of the Plan Review Fee Charged by the County
Residential Structural Review only	45% of the Plan Review Fee Charged by the County
Solar Photovoltaic Plan Review	75% of the Plan Review Fee Charged by the County

<b>Schedule of Hourly Billing</b>	
<b>Position</b>	<b>Hourly Billing Rate</b>
Certified Building Official	\$150
Senior Plans Examiner – Engineer/Architect	\$130
Fire Plan Engineer	\$130
CASp Examiner / Inspector	\$95
Building and Grading Plans Examiner	\$90
Certified Building Inspector	\$90
Senior Permit Technician	\$70
Permit Technician	\$65
<b>Reimbursable Expenses (List Below, e.g. Mileage):</b>	
Mileage Utilized while performing County services	

1. Mileage for personal vehicle use within the County will be charged at the current IRS vehicle mileage rate.
2. Invoices for plan review projects are generated upon the completion of the initial review.
3. Invoices for hourly services will be generated on a monthly basis.