SERVICES AGREEMENT
Environmental Services

This Agreement is made and effective this 27th day of October 2026, by and between VESTRA RESOURCES, INC., hereinafter referred to as "VESTRA," a corporation doing business in the State of California with principal offices at 5300 Aviation Drive, Redding, CA 96002; and SOUTHERN CASCADES COMMUNITY SERVICES DISTRICT, with a primary location at 205 Ash Valley Road, Adin, CA 96006, hereinafter referred to as "Client."

The parties agree as follows with respect to work to be performed by VESTRA for Client:

1. AGREEMENT

a. This Environmental Services Agreement [hereinafter "Agreement"] together with all contract documents and all exhibits hereinafter referenced, attached and incorporated shall constitute the Agreement for professional services between the parties.

b. This Agreement is for the Scope of Work to be performed by VESTRA on the 24 CFR Part 58 HUD Environmental Review NEPA Support for the Emergency Services Enhancement Project in Modoc County, hereinafter referred to as "Project."

c. No changes to this Agreement by Client or VESTRA shall be enforceable unless the change is written and agreed to by the authorized representative of VESTRA and Karli Frye, General Manager, the authorized representative of SOUTHERN CASCADES COMMUNITY SERVICES DISTRICT.

d. ~~The Agreement will automatically renew annually, with appropriate adjustments in Exhibit "C," unless the parties agree otherwise, in writing.~~

2. PROFESSIONAL SERVICES/SCOPE OF WORK

a. VESTRA shall perform work in compliance with the contract documents in accordance with the Scope of Work (Exhibit "A"); the Cost Estimate (Exhibit "B"); and VESTRA's Effective Rate Schedule (Exhibit "C"), as defined and described below:

1. **Exhibit "A"** Scope of Work, constitutes the work to be performed for Client.

2. **Exhibit "B"** Cost Estimate, includes an estimate for budgetary purposes only. The Cost Estimates are for those costs, fees and expenses which are presently known or reasonably foreseeable at the time of contracting. The estimated costs do not include work and/or services required due to changes, alterations and/or modifications to the project and/or the project's requirements by the Client, any governmental agency or any other third party. The governmental requirements are those that were in existence and known to the parties at the time of contracting.

3. **Exhibit "C"** Effective Rate Schedule, is VESTRA's standard billing rates effective as of the time of contracting. In the event VESTRA'S rate schedule changes, due to any increase of costs such as the granting of wage increases and/or other employee benefits to field or office employees due to the terms of any labor agreement, or increase in the cost of living, during the lifetime of this Agreement, a percentage increase shall be applied to all remaining fees and charges to reflect the increased costs.

b. Changes in Scope of Work: VESTRA'S designated representative is authorized to agree, in writing, to the scope of work additions or changes under this Agreement. No changes or modifications shall be made to the terms of this Agreement unless by a properly executed modification signed by all parties.

c. Extra Work: Client agrees that if Client requests, either verbally or in writing, services not specified in the Scope of Work described in this Agreement, Client will pay for all such additional work as extra services, in accordance with VESTRA'S billing rates as specified in Exhibit "C." Modifications, additions, or amendments to this Agreement for extra work shall be in writing and signed by both Client and VESTRA as soon as reasonably possible.

3. COOPERATION, CONSULTATION, AND COMMENCEMENT OF WORK

Client agrees to cooperate with VESTRA in VESTRA's performance of services, under this Agreement and to be available to consult with VESTRA as reasonably necessary. The work shall be commenced upon execution of the Agreement unless a different timeframe is agreed upon by the parties.

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4. INDEPENDENT CONTRACTOR

VESTRA is, and at all times will be, an independent contractor. Nothing in this Agreement shall be deemed to create an employee/employer, principal/agent, or joint venture relationship. Neither party has the authority to enter into any contracts or otherwise act on behalf of the other party.

5. COMPENSATION

a. Estimated Cost of Services: VESTRA has provided a Scope of Work, Exhibit "A," for professional services to be performed by VESTRA pursuant to this Agreement. VESTRA has estimated the cost of performing the services, for budgetary purposes only, at **Not to Exceed $21,610.00.** The estimate is made on the basis of VESTRA'S experience and qualifications and represents VESTRA'S best judgment as a professional generally familiar with the industry. However, such estimates are only estimates and shall not constitute representations, warranties or guarantees of the quantities of the subject of the estimate. VESTRA has no control over costs associated with changes in regulatory requirements, unknown site constraints and/or other work which may be required during the term of this Agreement. For any additional work not covered in the Scope of Work, ~~Client agrees to compensate VESTRA on a time and material basis as shown in the Rate Schedule attached as Exhibit "C"~~ a new Cost Estimate will be provided for approval by Client.

b. Invoicing and Payments: VESTRA will submit invoices to Client on a monthly basis. Each invoice shall be detailed as to the work performed and the person and billing rate of the person who performed the work. Client shall pay all invoices within 30 calendar days after receipt of invoice. It shall be presumed that any invoice is received within five (5) days of mailing. Each monthly invoice shall be current as to all work performed as of the date of the invoice. Client agrees that all invoices from VESTRA are correct and binding on Client unless Client, within ten (10) days from the date of receipt of the invoice, notifies VESTRA in writing of alleged inaccuracies, discrepancies or errors in billing.

c. Nonreceipt of Payment: In the event of nonreceipt of monies due, Client agrees that VESTRA shall have the right to (1) accrue interest on the outstanding balance calculated at 1.75% per month; (2) consider the failure to timely pay invoices as a material breach of the Agreement and stop all work on client's project(s) and (3) retain all materials supplied by client to VESTRA including, but not limited to data, designs, reports, maps and program files, until such time as full payment is made to VESTRA.

d. Waiver of Damages Due to Delay: Client agrees to waive all claims against VESTRA for any damages and/or consequences for delay in completing Client's work should VESTRA stop work as a result of Client's failure to pay for services.

e. Collection Costs: Client shall reimburse VESTRA for any costs, expenses and fees, including but not limited to court costs and attorney's fees, which may be incurred by VESTRA in collecting or in efforts to collect, all sums due VESTRA.

6. TIME TO COMPLETE PROFESSIONAL SERVICES

a. Reasonable Time to Complete: VESTRA shall provide and complete all professional services in a reasonable and timely manner.

b. Force Majeure: Neither party is responsible for delay caused by activities or factors beyond their reasonable control, including but not limited to, delays by reason of strikes, lockouts, work slowdowns or stoppages, accidents, acts of God, failure of Client to furnish timely information or approve or disapprove of VESTRA's services or instruments of service promptly, faulty performance by Client or others including any Governmental Agency. When such delays beyond the parties' reasonable control occur, neither party shall be responsible for damages nor shall either party be deemed to be in default of this Agreement. Client agrees that, to the extent such delays cause VESTRA to perform extra work, such extra work shall be paid for by Client as extra services as provided by Paragraph 5.

7. TERMINATION OF AGREEMENT

Either party may terminate this Agreement by giving 30 days' written notice to the other party. In the event of such termination, VESTRA shall be entitled to compensation for services rendered and direct non-salary expenses incurred to the date of the month of termination at the rate set forth herein, with or without cause. Unless VESTRA is responsible for early termination, Client agrees to release VESTRA from all liability for services performed.

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8. OWNERSHIP AND USE OF MATERIALS

a. Materials Provided by Client: Any materials provided by Client to VESTRA shall remain under the ownership of Client and shall be returned by VESTRA to Client at a reasonable time upon request by Client, except as to the provisions of Paragraph 5.

b. Materials Developed by VESTRA: Materials created by VESTRA for Client, including reports, plans, specifications, field data notes and other documents, including all documents on electronic media, prepared by VESTRA shall remain the property of VESTRA.

c. Limitations on Use of Plans and Data: Upon written request and payment of all costs involved, including payment by Client for all services provided or expenses for materials produced by VESTRA, Client is entitled to a copy of all final plans and specifications for use in connection with the Project for which the plans and specifications have been prepared. Client acknowledges that its right to utilize final plans and specifications and the services of VESTRA provided pursuant to this Agreement will continue only so long as Client is not in default, pursuant to the terms and conditions of this Agreement, and Client has performed all its obligations under this Agreement. Client agrees not to use or permit any other person to use plans, specifications, drawings, cost estimates, reports or other documents prepared by VESTRA, which plans, specifications, drawings, cost estimates, reports or other documents are and are not signed and stamped or sealed by VESTRA. Client shall be responsible for any such use of *non-final* plans, specifications, drawings, cost estimates, reports or other documents not signed and stamped or sealed by VESTRA. Client hereby waives any claim for liability against VESTRA for such use. Client further agrees that *final* plans, specifications, drawings, cost estimates, reports or documents may not be changed or used on a different project without express written authorization or approval by VESTRA.

d. Use of Electronic Data: Client agrees not to transfer electronic work files to others except those related to the project without the prior written consent of VESTRA. Client further agrees to waive all claims against VESTRA resulting in any way from any unauthorized changes or reuse of the electronic files for any other project by anyone other than VESTRA.

e. Indemnification and Waiver: Client agrees, to the fullest extent permitted by law, to indemnify and hold harmless VESTRA, its officers, directors, employees, agents and sub consultants against all damages, liabilities or costs, including reasonable attorneys' fees and defense costs, arising from any changes made by anyone other than VESTRA or from any reuse of the electronic files without the prior written consent of VESTRA. In the event that any changes are requested and made to plans and specifications by Client or any other third party, without the express written consent of VESTRA, Client hereby agrees that any and all liability against VESTRA is waived by Client and Client assumes full responsibility for such changes.

9. CONDITIONS FOR PERFORMANCE OF WORK

a. Access Rights and/or Authorization: Client agrees to provide reasonable right of entry to VESTRA and necessary subcontractors in order to perform VESTRA's work for client. Any permits, licenses, and/or authorizations for access, or other purpose, whether permanent or temporary, necessary for the prosecution of the work shall be the responsibility of the Client.

b. Record Owner of Property: Client agrees to provide VESTRA with the current name and address of the record owner of the property upon which the Project is to be located and the work performed. Client agrees to notify and provide the record owner of the property with the nature and extent of the work to be performed by VESTRA and if necessary obtain written authorization by the owner for VESTRA to perform the work on the property.

c. Reasonable Precautions in Performing Work: While VESTRA will take all reasonable precautions to minimize any damage to property, it is understood by Client that in the normal course of work some damage may occur, the correction of which is not part of this Agreement unless otherwise agreed to, in writing, by the parties at the time of contracting. In the execution of work, VESTRA will take all reasonable precautions to avoid damage to surface and subsurface structures and/or utilities. Client agrees to hold VESTRA harmless for any damages to subsurface structures and/or utilities that are not called to VESTRA's attention and are not currently shown on plans furnished by Client and/or Client's agents, or otherwise identified by Client and/or Client's agents.

d. Detection of Hazardous Materials: If local or federal government reporting requirements must be met, in the event of the detection of a release of hazardous materials, VESTRA will so inform Client, in writing. In the event

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such a report is necessary, Client will be responsible for its completion and filing within the required timeframes. If Client fails or is unable to make said report, Client agrees to authorize VESTRA to provide the required report. Client may, by written request to VESTRA and subsequent acceptance by VESTRA, authorize VESTRA to provide the required report. The fee for this report is not part of the basic fees or scope of work covered by this Agreement and said fees will be negotiated between the parties prior to VESTRA preparing the report.

e. Subsurface Sampling: Client agrees to and does hereby waive any and all claims it might have against VESTRA, and agrees to defend, indemnify, and hold VESTRA, its officers, directors, employees, agents and sub consultants harmless from any claim or liability for injury or loss that may arise as a result of alleged cross-contamination caused by the work. Client further agrees to compensate VESTRA for any time spent or expenses incurred by VESTRA in defense of any such claim, in accordance with VESTRA's prevailing rate schedule attached as Exhibit "C."

f. Cost of Operations: Any opinion of the capital, construction, or operating costs of the facilities or operation related to the Scope of Work and prepared by VESTRA represents VESTRA's judgment as a professional and is supplied for the general guidance of the Client. Because VESTRA has no control over the cost of labor, material, or equipment, nor over the competitive bidding or market conditions, VESTRA does not guarantee the accuracy of such opinions as compared to contractor bids or actual costs to the Client.

10. QUALITY OF SERVICES PROVIDED

Services performed by VESTRA shall be performed by professionals in a manner consistent with that level of skill and care ordinarily produced by members of the profession currently practicing in the Sacramento area. VESTRA makes no warranty, express or implied, as to its findings, recommendations, plans, specifications, or professional advice except that the services were performed pursuant to generally accepted standards of professional practice in effect at the time of performance.

11. LIMITATION OF LIABILITY

a. LIMITATION OF LIABILITY BASED UPON AMOUNT PAID OR FIXED COSTS: CLIENT AGREES THAT IN NO EVENT SHALL VESTRA'S TOTAL CUMULATIVE LIABILITY TO CLIENT AND/OR CLIENT'S CONSTRUCTION CONTRACTORS AND/OR SUB CONTRACTORS ARISING OUT OF OR RELATED TO THIS AGREEMENT, FOR ALL CAUSES OF ACTION OF ANY KIND, INCLUDING, BUT NOT LIMITED TO, CONTRACT, TORT (INCLUDING NEGLIGENCE), STRICT LIABILITY, BREACH OF WARRANTY, MISREPRESENTATION, OR OTHERWISE, EXCEED AMOUNTS ACTUALLY PAID TO VESTRA BY CLIENT. VESTRA'S LIABILITY FOR ANY AND ALL CLAIMS AND/OR CLAIM EXPENSES ARISING OUT OF THIS AGREEMENT, FOR ANY CAUSE, IS LIMITED TO TWO (2) YEARS AFTER SUBSTANTIAL COMPLETION OF THE WORK.

b. Waiver of Consequential Damages: Notwithstanding any other provision of this Agreement and to the fullest extent permitted by law, neither the Client or VESTRA, their respective officers, directors, partners, employees, attorneys, contractors or subconsultants shall be liable to the other or shall make any claim for any incidental, indirect or consequential damages arising out of or connected in any way to the Project or to this Agreement. This mutual waiver of consequential damages shall include, but is not limited to, loss of use, loss of profit, loss of business, loss of income, loss of reputation or any other incidental, indirect or consequential damage that either part may have incurred from any cause or action.

c. No Liability to Third Parties: VESTRA assumes and accepts no responsibility and/or liability for actual, incidental and/or any other damage(s) resulting from Client's use of any product, work and/or services performed by VESTRA, including any third-party claims.

12. CLIENT AND AGENCY DOCUMENTS

VESTRA makes no representation or warranty as to the information contained in any documents, drawings, plans, specifications and reports supplied by Client. VESTRA is not obligated nor required to verify or inquire as to the accuracy or validity of the information and documents supplied by Client. Client assumes full and complete responsibility for any and all information contained within said documents. Upon written request to VESTRA, VESTRA will verify the validity and/or accuracy of the information contained in said documents; however, said work is outside the Scope of Work provided in Exhibit "A." Further, no warranty is made as to the accuracy of any information provided by Client and/or Client's agents.

13. CONFIDENTIALITY

VESTRA understands that all information provided by client may be confidential information of client. VESTRA agrees not to disclose directly or indirectly any such material except as required in the course of engineering services performed by VESTRA for client under this Agreement.

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14. ASSIGNMENT

This Agreement may not be assigned by either party without the written consent of each party, except VESTRA may assign a claim for monies due under this contract to a collection agency or other similar entity.

15. NOTICES

Notices pursuant to this Agreement may be personally delivered or placed in the United States Mail addressed as follows:

Wendy L. Johnston, President	SOUTHERN CASCADES COMMUNITY SERVICES DISTRICT
VESTRA Resources Inc.	ATTN: Karli Frye, General Manager
5300 Aviation Drive	205 Ash Valley Road
Redding, CA 96002	Adin, CA 96006

16. DISPUTE RESOLUTION

a. Mediation: Any controversy or claim arising out of or in any way related to this Agreement shall be subject to mediation as a condition precedent to arbitration or other equitable or legal proceedings by either party. Mediation fees, if any, shall be divided equally among the parties involved. If any party commences any legal action without first attempting to resolve the matter through mediation, or refuses to mediate after a request has been made, then that party shall not be entitled to recover attorney fees, even if they would otherwise be available to that party in any such action.

b. Arbitration: The parties agree to submit any dispute arising under this Agreement to binding arbitration to be conducted pursuant to the Rules for Civil Arbitration provided in the California Code of Civil Procedure Section 1280 et seq. If either party refuses to arbitrate, after a demand is made, the other party may unilaterally select one arbitrator and proceed with the arbitration. The selected arbitrator may hear and determine the dispute upon the evidence produced, notwithstanding the failure of a party to appear. The parties agree that the prevailing party in any action whether by arbitration or other shall be entitled to recover all reasonable costs incurred, including court costs, reasonable and necessary attorney's fees and expert expenses and all related costs.

c. Exclusions: The above provision shall not preclude or limit VESTRA's right to (1) file an action for collection of fees if the amount in dispute is within the jurisdiction of the small claims court and/or (2) record, perfect or enforce applicable mechanic's liens, design professional liens or stop notice remedies.

17. MISCELLANEOUS PROVISIONS

a. The Agreement shall be governed by the law of the state of California. Any action or claim against either party must be filed within two (2) years after substantial completion of the work.

b. This agreement shall be binding upon the heirs, executors, administrators, successors and assigns of Client and VESTRA.

c. This Agreement contains the entire agreement between the parties, and supersedes all prior or contemporaneous written or oral communications, negotiations and/or representations.

d. Each party or person executing this Agreement represents that the execution of this Agreement has been duly authorized by the party on whose behalf the person is executing the Agreement, and that such person is authorized to execute the Agreement on behalf of such party.

e. If any provision of this Agreement is determined to be illegal or unenforceable for any reason, the same shall be severed from the Agreement and the remainder of the Agreement shall be given full force and effect.

f. VESTRA's or Client's waiver of any term, condition or covenant shall not constitute the waiver of any other term, condition or covenant.

g. VESTRA shall be entitled to immediately, and without notice, suspend the performance of any and all of its obligations under this Agreement if Client files a voluntary petition seeking relief under the United States Bankruptcy Code or if there is an involuntary bankruptcy petition filed against Client in the United States Bankruptcy Court. If the suspension of performance of VESTRA's obligation pursuant to this Agreement continues for a period in excess of ninety (90) days, VESTRA shall have the right to terminate all services pursuant to this Agreement.

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The parties agree to these terms and indicate their agreement by signing below as follows:

VESTRA Resources Inc.

By_____ Date: 10/27/2026
Wendy Johnston
President

SOUTHERN CASCADES COMMUNITY SERVICES DISTRICT

By_____ Date:_____
Karli Frye
General Manager

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Exhibit "A"

SCOPE OF WORK

24 CFR PART 58 ENVIRONMENTAL ASSESSMENT
EDI-CPF EMERGENCY SERVICES ENHANCEMENT PROJECT
205 ASH VALLEY RD, ADIN, MODOC COUNTY, CALIFORNIA

SCOPE OF WORK

Task 1 HUD Environmental Assessment (NEPA)

Technical reports, compliance forms, determination documentation, and agency correspondence will be required for several resources to be addressed in the Environmental Assessment package. Anticipated documentation for evaluated resource areas includes the following:

Task 1.1 NEPA Form Completion

24 CFR Part 58 provides the framework for how non-federal entities (such as local governments, states, and tribes) conduct environmental reviews in accordance with NEPA, the Council on Environmental Quality (CEQ) regulations, and other related federal environmental laws. HUD's own environmental review procedures are found in **24 CFR Part 50**, but Part 58 allows local governments and states to assume those responsibilities instead. The Part 58 NEPA Environmental Assessment Form available on HUD Exchange is the recommended review format for responsible entities to document completion of a Categorically Excluded project. The NEPA form will be completed and filed to demonstrate compliance determinations for each statute, executive order, and regulation listed in 24 CFR Part 58 and any mitigation measures established to avoid, minimize or mitigate impacts.

Task 1.2 Historic & Archaeological Resources

The Environmental Assessment must identify any known historic archaeological resources within the project site or area of potential effect that are either listed in the National Register of Historic Places or considered to be of local or State significance and perhaps eligible for listing on the National Register. A discussion of the potential impacts of the project on culturally significant resources must be included, as well as a determination as to whether historical properties and/or cultural resources are present and potentially impacted. VESTRA will subcontract this work to an SOI-qualified Architectural Historian to evaluate built environment resources and finalize impact determinations to meet Section 106 requirements. The cost and scope for the subconsultant **(South Environmental)** are contained herein. Coordination and/or consultation with the State Historic Preservation Office and qualifying Tribal Nations is included in this task.

Task 1.3 Wetlands and/or Aquatic Resources

Based on aerial imagery, most of the site has previously been developed and does not appear to contain wetlands. A site visit will be conducted to verify that no wetlands or aquatic resources are present on-site within or in proximity to the proposed project. If required, an Aquatic Resource

Delineation (ARD) will be completed, and the results will be included in an ARD report prepared in accordance with Army Corps of Engineers' standards. The report can be used to acquire any subsequent permitting from the Army Corps or to confirm that no permit is required.

Task 1.4 Endangered Species

The potential for direct or indirect impacts on federally listed species must be identified in the Environmental Assessment. The U.S. Fish and Wildlife Service (USFWS) Information for Planning and Consultation lists federal species potentially impacted by activities at the project site. There are no critical habitats within the project vicinity. A site visit will be conducted to determine if suitable habitat for federally listed species exists within the project site. Based on preliminary review, the project is unlikely to result in adverse impacts to these species. If activities will impact endangered species, a Biological Assessment will be prepared for the project, and subsequent biological and botanical surveys may be required.

Task 2 Notice of Exemption (CEQA)

An NOE will be prepared and filed with Modoc County to initiate local environmental review processing. This task does not include any filing fees required by the County Clerk's office. Direct coordination with the lead agency for transmittal and processing is included in this task. Once the lead agency reviews and publishes the NOE, proof of payment and filing will be provided in the final HUD Environmental Assessment package, as supporting documentation.

Task 3 Project Management

Project management is estimated at 10 percent of total cost and includes day-to-day activities associated with the project, including budget review, contracting, consultation with federal agencies, and coordination with Southern Cascades Community Services District, Butler Engineering, Modoc County, and EDA.

Exhibit "B"

COST ESTIMATE

24 CFR PART 58 ENVIRONMENTAL ASSESSMENT
EDI-CPF EMERGENCY SERVICES ENHANCEMENT PROJECT
205 ASH VALLEY RD, ADIN, MODOC COUNTY, CALIFORNIA

COST ESTIMATE

The **not-to-exceed cost** to complete the work in Exhibit "A" is summarized in Table 1. Work will be invoiced on a time-and-materials basis at the rates shown in Exhibit "C." Electronic (PDF) copies of the final reports are included in the cost estimate. Hard copies of the final reports will be available on a time-and-materials basis at the request of the client. Please note that travel time and mileage from our Redding office have been included in costs represented below.

Table 1
COST ESTIMATE

Task No.	Description	Not-to-Exceed Cost
1	HUD Environmental Assessment (NEPA)	$18,710
1.1	NEPA Form Completion	*($1,000)*
1.2	Historic & Archaeological Resources	*($15,710)*
1.3	Wetlands and/or Aquatic Resources	*TBD*
1.4	Endangered Species	*($2,000)*
2	Notice of Exemption (CEQA)	$1,000
3	Project Management (10%)	$1,900
Total Not-to-Exceed Cost		**$21,610***
Notes: If costs are anticipated to exceed the quoted cost, a new cost estimate will be provided for Client approval.		

Exhibit "C"

2026 VESTRA RATE SCHEDULE	
Staff Classification	**Per Hour**
Environmental Services	
Environmental Technician	$65.00 - $120.00
Regulatory Biologist	$105.00 - $170.00
Environmental GIS Analyst	$110.00 - $135.00
Environmental Scientist	$110.00 - $170.00
Associate Geologist	$110.00 - $170.00
Associate Hydrologist	$110.00 - $170.00
Regulatory Compliance Specialist	$115.00 - $185.00
Senior Biologist	$140.00 - $200.00
Senior Environmental Scientist	$140.00 - $200.00
Senior Environmental GIS Analyst	$125.00 - $160.00
Senior Regulatory Compliance Specialist	$140.00 - $200.00
Professional Geologist	$140.00 - $200.00
Professional Hydrologist	$140.00 - $200.00
Project Manager	$140.00 - $200.00
Senior Project Manager	$165.00 - $240.00
Senior Consultant	$165.00 - $240.00
Principal Consultant	$165.00 - $240.00
Engineering Services	
Engineering/Surveying Technician	$65.00 - $120.00
Associate Engineer/Surveyor	$105.00 - $170.00
Professional Land Surveyor	$170.00 - $240.00
Senior Professional Engineer	$170.00 - $240.00
Administration	
Admin Clerk/ Document Production Technician	$60.00 - $90.00
Senior Admin/ Document Production Coordinator	$80.00 - $140.00
Health & Safety Coordinator	$115.00 - $160.00
Equipment Classification Rates	
Small Format Color Printer – Color Copies	$1.00/copy
Small Format Color Printer – Black & White	$0.50/copy
Small Format Black & White Printer	$0.15/copy
Satellite Communication Device (*Remote Projects Only*)	$20.00/day
iPad/Tablet	$20.00/day
GPS (Handheld)	$40.00/day
Generator	$150.00/day
Survey Grade GPS	$200.00/day
ATV	$250.00/day
Per Diem/Travel Expenses*	
Vehicle Mileage	IRS Rate or IRS Rate +15%
Lodging	Federal Per Diem or Cost + 15%
Meals and Incidental Expenses (M & IE)	Federal Per Diem or Cost +15%

Overtime: Days exceeding 8 hours will result in labor rate being multiplied by 1.5.
Days exceeding 12 hours will result in labor rate being multiplied by 2.0.

Subcontractors: Billed as direct reimbursement plus 15%.

Expenses: Project-specific supplies and/or rentals not included on the rate sheet will be billed as direct expense plus 15%.

Terms: Due and Payable upon Receipt; 1 ¾% per month (21% per annum) finance charge will be added to any balance 30 days past due.