CONTRA COSTA MOSQUITO & VECTOR CONTROL DISTRICT

155 Mason Circle
Concord, CA 94520
phone (925) 685-9301
www.contracostamosquito.gov

BOARD OF TRUSTEES MEETING
MONDAY, NOVEMBER 9, 2026

TIME: 7:00 PM

LOCATION: Hybrid meeting of the Board of Trustees
Physically held at the District office located at
155 Mason Circle, Concord, CA 94520
By teleconference at:

https://us06web.zoom.us/j/94095162206?pwd=amp0UXhCSEt3a0Qxc2ludWJnVmVmZz09

Meeting ID: 940 9516 2206
Passcode: 866980

Members of the public may participate in the meeting via teleconference or in-person. Public comments may be submitted in advance of the meeting by emailing Paula Macedo at pmacedo@contracostamosquito.gov. Alternatively, members of the public may offer spoken comments when public comment is requested, either at the beginning of the meeting as to non-agenda items, or regarding and agenda item at the time the item is considered. Comments shall be limited to three minutes per person, unless different time limits are set by the Chairperson.

In compliance with the Americans with Disabilities Act, if you need a disability-related modification or accommodation to participate in this meeting, please contact Paula Macedo, General Manager, as early as possible, and at least 48 hours before the meeting at (925) 457-8464 or pmacedo@contracostamosquito.gov.

Supporting materials on agenda items are available for public review at the District's office at 5750 Imhoff Drive, Ste. I, Concord, CA and on the District's website at www.contracostamosquito.gov. During the meeting, supporting materials are available in the Board Room.

Unauthorized AI transcription bots, automated meeting assistants, or external recording tools are not permitted during District Board meetings. The District's official recording and Board-approved minutes constitute the official record, and retention is governed by the District's Records Retention Policy.

BOARD OF TRUSTEES
President KEVIN MARKER Orinda • Vice President JENNIFER HOGAN Pleasant Hill • Secretary DANIEL PELLEGRINI Martinez
Antioch ALFREDO PEREZ • Brentwood VINOY MEREDDY • Clayton Vacant • Concord PERRY CARLSTON • Contra Costa County CHRIS COWEN, JIM PINCKNEY, & DARRYL YOUNG
Danville G. MARK GRAHAM • El Cerrito JIM DOLGONAS • Hercules MARIATI MESSINGER • Lafayette DERRICK SEAVER • Moraga JAMES FRANKENFIELD • Oakley MICHAEL KRIEG
Pinole VIVIAN RAMIREZ RODRIGUEZ • Pittsburg RICHARD AINSLEY, PhD • Richmond CHRIS DUPIN • San Pablo Vacant • San Ramon PETER PAY • Walnut Creek PEGGIE HOWELL

AGENDA

1. CALL TO ORDER

Roll Call
Pledge of Allegiance

2. * AGENDA MANAGEMENT

3. PUBLIC INPUT ON NON-AGENDA ITEMS

This time is reserved for members of the public to address the Board relative to matters of the District NOT on the agenda. No action may be taken on non-agenda items unless authorized by law. Public comments may be submitted as specified above and will be limited to three minutes per person.

4. PRESENTATIONS

James Frankenfield for five years of service as of November 10, 2026

5. * CONSENT CALENDAR

Any item may be pulled from the Consent Calendar and separately considered at the request of any Trustee. All items may be acted on by a single motion.

A.* Minutes of the September 14, 2026 Board of Trustees Meeting
B.* Check Expenditures for August & September 2026
C.* Direct Deposit Expenditures for August & September 2026
D.* Investment Activity for August & September 2026
E.* Financial Report

6. BOARD AND STAFF REPORTS

A. Board
B. General Manager
C. Staff
D. Legal Counsel

7. BOARD COMMITTEE REPORTS

A. Audit Committee Report
B. Ad Hoc Building Committee Report

8.* ACTION ITEMS

A.* Board Consideration and Approval of Annual Audit – Basic Financial Statements and Memorandum on Internal Control and Required Communications for Fiscal Year Ended June 30, 2026

B.* Board Consideration and Approval of Trustee Travel to the 95th Annual Conference of the Mosquito and Vector Control Association of California (MVCAC)

C* Board Consideration and Approval of the Professional Services Agreement with Z'Onion Creative Group, LLC, d/b/a zo agency in an Amount Not to Exceed $139,200

D* Board Consideration and Approval of Change Order No. 2 to the Consultant Services Agreement for Special Inspections and/or Testing Services with Terracon Consultants, Inc in the amount of $11,885

9. CLOSING COMMENTS

This time is reserved for comments by Board members and/or staff and to identify matters for future Board business.

10. ADJOURNMENT

I hereby certify that the District Board of Trustees Agenda was posted 6 days before the noted meeting.

Christine Widger, Customer Service Specialist	11/03/2026 Date

CONTRA COSTA MOSQUITO AND VECTOR CONTROL DISTRICT

MONDAY, NOVEMBER 9, 2026 BOARD MEETING STAFF REPORT

1. No comment

2.* **AGENDA MANAGEMENT** – Consider order of items.

3. **PUBLIC INPUT ON NON-AGENDA ITEMS**

4. **PRESENTATIONS**
James Frankenfield for five years of service as of November 10, 2026

5. * **CONSENT CALENDAR**
Any item may be pulled from the Consent Calendar and separately considered at the request of any Trustee. All items may be acted on by a single motion.

A. Minutes of the September 14, 2026 Board of Trustees Meeting (***Pages 8-12***).
Approval of Minutes 26-6, Board Meeting held on September 14, 2026.

B. Check Expenditures for payroll & accounts payable for August & September 2026 (***Pages 13-16)*** – Approval of expenditures of August 1, 2026 through September 30, 2026, including:
Accounts payable August 14th checks No. XXXX63 through No. XXXX73
Accounts payable August 31st checks No. XXXX74 through No. XXXX83
Accounts payable September 15th checks No. XXXX84 through No. XXXX93
**Payroll September 30th
Accounts payable September 30th checks No. XXXX94 through No. XXXX02

Accounts Payable Total: $2,198,906.60 *Payroll Total: $184.70

C. Direct Deposit Expenditures for payroll & accounts payable – Approval of payroll expenditures of August 1, 2026 through September 30, 2026, including:
*Payroll August 14th
Accounts payable August 14th EXXX66 through EXXX78
*Payroll August 31st
Accounts payable August 31st EXXX79 through EXXX96
*Payroll September 15th
Accounts payable September 15th EXXX97 through EXXX10
*Payroll September 30th
Accounts payable September 30th EXXX11 through EXXX28

Accounts Payable Total: $1,073,601.85 Payroll Total: $443,543.44

**Payroll software administers payroll checks and direct deposit slips out of sequential order.*

D. Investment Activity for August & September 2026 (***Pages 17-25***)

E. Financial Report (***Pages 26-27)***

Recommendation – *Approve the Consent Calendar.*

6. BOARD AND STAFF REPORTS

A. Board
B. General Manager
C. Staff – Staff will be present to answer any questions.
D. Legal Counsel

7. BOARD COMMITTEE REPORTS

A. Audit Committee Report – Audit Committee Chair Dolgonas will report on the meeting held on October 19, 2026. Vikki Rodriguez, from Maze & Associates, presented the draft FY 26 District Audit and answered questions from the committee. The committee agreed to recommend the Audit for approval.

B. Ad Hoc Building Committee Report – Trustee Marker will report on the meetings held on October 1, 2026 and November 5, 2026.

8. * ACTION ITEMS

A.* Board Consideration and Approval of the District FY 25-26 Financial Audit – Basic Financial Statements and Memorandum on Internal Control and Required Communications for Fiscal Year Ended June 30, 2026 - Audit Committee Chair Trustee Dolgonas, Vikki Rodriguez, from Maze & Associates, will present and discuss the Fiscal Year 25-26 annual financial audit that is enclosed with this Board packet.

The District received an unmodified opinion for this audit; which is the cleanest opinion available.

For fiscal year 25-26, the District reported total revenues of approximately $11.7 million and total expenses of approximately $8.5 million, resulting in an increase in net position of approximately $3.2 million. Total net position increased from $22.6 million in the prior fiscal year to $25.9 million as of June 30, 2026. The District's financial results were supported by recurring property tax and benefit assessment revenues, increased investment earnings, and decreased operating expenses.

The most significant financial activity during the fiscal year was the continued capital improvement project for the renovation of the District's headquarters. Approximately $7.4 million in construction costs were incurred and capitalized

during the year, contributing to an increase in capital assets and a decrease in cash and investment balances as accumulated resources were used to fund the project.

The District's total liabilities decreased by approximately $842,000, primarily due to a reduction in the net pension liability and scheduled debt payments.

The District maintained financial resources to support ongoing operations and long-term obligations while continuing to invest in its facilities. As of June 30, 2026, the headquarters renovation project remained in progress, with additional construction expenditures and related retainage anticipated during fiscal year 26-27.

Overall, the District's financial position improved during the fiscal year, with increased total net position, continued delivery of mosquito and vector control services, and ongoing management of capital project commitments and long-term financial obligations. The annual financial report and accompanying MD&A are presented for review and approval by the Board of Trustees.

Recommendation *– Consider acceptance of District Fiscal Year 25-26 Financial Audit and Memorandum on Internal Control.*

B.* Board Consideration and Approval of Trustee Travel to the 95th Annual Conference of the Mosquito and Vector Control Association of California (MVCAC) - MVCAC's annual meeting will take place from January 24th to 27th, 2027 in Universal City, CA. Board authorization is required for Trustees who would like to attend. ***(Pages 28-29)***

Recommendation *– Pleasure of the Board.*

C.* Board Consideration and Approval of the Professional Services Agreement with Z'Onion Creative Group, LLC, d/b/a zo agency in an Amount Not to Exceed $139,200- The District proposes to retain zo agency as a consultant to provide social media marketing, communications, website, newsletter, strategy, analytics, branding, print-design, reporting, and related professional services. The term of the agreement begins November 16, 2026 and ends November 15, 2027 and total compensation not to exceed $139,200. ***(Pages 30-43)***

Recommendation *– Approval of the Agreement for Professional Services with* Z'Onion Creative Group, LLC, d/b/a zo agency *for an amount not to exceed $139,200 and authorization for the General Manager to execute the agreement.*

D* Board Consideration and Approval of Change Order No. 2 to the Consultant Services Agreement for Special Inspections and/or Testing Services with Terracon Consultants, Inc in the amount of $11,885 – Terracon was selected through the District's Procurement process at the end of 2025, and the agreement was approved and ratified by the Board on March 09, 2026. This change order is

being requested to provide additional inspection budget necessary for the remaining construction activities through project completion, specifically inspection services for the remaining aggregate base and Hot Mix placement activities and associated compaction inspections and testing. ***(Pages 44-45)***

Recommendation *– Approval of Change Order No. 2 with Terracon Consultants, Inc for $11,885 and authorization for the General Manager to execute the Change Order.*

9. CLOSING COMMENTS - This time is reserved for comments by Board members and/or staff and to identify matters for future Board business.

10. ADJOURNMENT

CONTRA COSTA MOSQUITO AND VECTOR CONTROL DISTRICT
BOARD MEETING
MINUTES NO. 26-6

A meeting of the Board of Trustees of the Contra Costa Mosquito and Vector Control District was held on Monday, September 14, 2026, at the District office at 5750 Imhoff Drive Ste. I, Concord, CA 94520.

TRUSTEES PRESENT	Kevin Marker, President, Orinda Richard Ainsley, Pittsburg Perry Carlston, Concord Chris Cowen, Contra Costa County Jim Dolgonas, El Cerrito Chris Dupin, Richmond James Frankenfield, Moraga Peggie Howell, Walnut Creek Michael Krieg, Oakley Peter Pay, San Ramon Daniel Pellegrini, Secretary, Martinez James Pinckney, Contra Costa County Vivian Ramirez Rodriguez, Pinole
TRUSTEES ABSENT	G. Mark Graham, Danville Jennifer Hogan, Vice President, Pleasant Hill Vinoy Mereddy, Brentwood Mariati Messinger, Hercules Alfredo Perez, Antioch Derrick Seaver, Lafayette Darryl Young, Contra Costa County
VACANCIES	Clayton San Pablo
OTHERS PRESENT	Paula Macedo, General Manager; Stacy Stark, Human Resources and Administration Manager; David Wexler, Operations Manager (remote); Steve Schutz, Scientific Programs Manager (remote); Natalie Martini, Financial Administrator (remote); Wayne Shieh, IT Systems Administrator (remote); Christine Widger, Customer Service Specialist; Douglas Coty, BKS Law Firm (remote); Gavin Ralphs, BKS Law Firm (remote); Matthew Estes, CPM

1. CALL TO ORDER – President Marker called the meeting to order at 7:00 p.m.

Roll Call: At the time of the roll call 13 Trustees were present, seven Trustees were absent, and there are two vacancies.

Pledge of Allegiance

2.* AGENDA MANAGEMENT – Item 7D was removed from the agenda.

3. PUBLIC INPUT ON NON-AGENDA ITEMS – None

4.* CONSENT CALENDAR

A.* Minutes of the July 13, 2026 Board of Trustees Meeting 26-5, Board Meeting held on July 13, 2026

B.* Check Expenditures for payroll & accounts payable for June & July 2026 – Approval of expenditures of June 1, 2026 through July 31, 2026 including:

Accounts payable April 15th checks No. XXXX17 through No. XXXX25
Accounts payable April 30th checks No. XXXX26 through No. XXXX39
Accounts payable May 15th checks No. XXXX40 through No. XXXX51
**Payroll May 15th
Accounts payable May 29th checks No. XXXX52 through No. XXXX62

Accounts Payable Total: $2,994,417.67 *Payroll Total: $92.35

C. Direct Deposit Expenditures for payroll & accounts payable – Approval of payroll expenditures of June 1, 2026 through July 31, 2026, including:

**Payroll June 15th
Accounts payable June 15th EXXX09 through EXXX16
**Payroll June 30th
Accounts payable April 30th EXXX17 through EXXX35
**Payroll July 15th
Accounts payable July 15th EXXX36 through EXXX45
**Payroll July 29th
Accounts payable May 29th EXXX46 through EXXX65

Accounts Payable Total: $918,895.92 Payroll Total: $447,528.89

**Payroll software administers payroll checks and direct deposit slips out of sequential order.*

D. Investment Activity for June & July 2026

E. Financial Report

** Motion was made by Trustee Pellegrini and seconded by Trustee Pinckney to approve all items in the consent calendar. *Motion passed unanimously.*

5. BOARD AND STAFF REPORTS

A. Board – None

B. General Manager – General Manager Macedo discussed the 2027 MVCAC conference, scheduled for January 24-27, 2027. Macedo asked that the Trustees consider whether they would like to attend and let her know, so that their attendance could be included for approval in the agenda for the November Board meeting. She reminded Trustees that the Audit Committee was scheduled to meet on October 19, 2026 and that the meeting would be held at the Imhoff address. Macedo discussed the discovery of invasive mosquitoes in Brentwood, and the District's continued efforts to control them in Antioch and Brentwood.

C. Staff – Staff reports were included in the agenda.

D. Legal Counsel – None

6. BOARD COMMITTEE REPORTS

A. Advance Planning Committee – General Manager Macedo reported on the meeting held on July 27, 2026. The committee discussed the progress on the Five-Year Strategic Plan goals and initiated the discussion of the next Five-Year Plan.

B. Audit Committee – Audit Committee Chair Dolgonas reported on the meeting held on August 10, 2026. Vikki Rodriguez, from Maze & Associates, was in attendance, and provided information on the team that will be conducting the District audit for fiscal year 2025-26 and reviewed the audit plan with the committee. The audit is now scheduled to take place in the week of September 16, 2026. The next committee meeting is scheduled for October 19, 2026. When asked about the use of AI, Rodriguez stated that AI was not used for the audit, but it might be used for writing reports.

C. Ad Hoc Building Committee – Trustee Marker reported on the meeting held on September 3, 2026. Matthew Estes of CPM was present and provided updates on the Building Renovation project. The project continued to be on time and within the Board-approved budget.

7. ACTION ITEMS

A.* Board Consideration and Approval of 2026 Committee Members – Trustee Ramirez Rodriguez requested to join the Personnel committee.

** Motion was made by Trustee Krieg and seconded by Trustee Carlston to approve the change to the 2026 Committee List.

B.* Board Consideration and Adoption of Resolution 26-3 – Resolution of the Contra Costa Mosquito and Vector Control District to Change the Location of the Regular Board Meeting. Due to the renovation of the Administration building, meetings of the Board of Trustees were temporarily moved to 5750 Imhoff Dr. Suite I, Concord, CA. With the completion of the renovation, the Board would resume meeting at the District office at 155 Mason Circle, Concord, CA.

** Motion was made by Trustee Pinckney and seconded by Trustee Ainsley to approve and adopt Resolution 26-3.

C.* Board Consideration and Approval of Amendment #2 to the Agreement for Project Construction Management Services – on November 13, 2023, the District signed the Agreement for Services with Capital Program Management for $429,460. This amendment increased the compensation to $479, 960, representing an increase of $50,000.

** Motion was made by Trustee Dolgonas and seconded by Trustee Pay to approve the Amendment #2 to the Agreement for Project Construction Management Services with Capital Program Management. *Motion passed unanimously.*

D.* Board Consideration and Approval of the Agreement for Professional Services for Social Media Marketing and Communications Services with Rojas Public Affairs in an Amount Not to Exceed $75,000 - The District proposed to enter into a one-year agreement with Rojas Public Affairs to provide comprehensive social media marketing and communications services. the agreement will be effective September 15, 2026 with services provided on an hourly, as-needed basis and total compensation not to exceed $75,000.

** This item was removed from the agenda and, therefore, no discussion or action took place.

8. CLOSING COMMENTS – None

9. ADJOURNMENT – 8:14 p.m.

I certify the above minutes were approved as read or corrected at the meeting of the Board held on November 9, 2026.

Ayes: _____

Noes: _____

Abstain: _____

Absent: _____

_____

Daniel Pellegrini
2026 Secretary, Board of Trustees

Contra Costa Mosquito & Vector Control District
Activity from 8/01/2026 - 9/30/2026

Check No.	Payment Date	Vendor Name		Payment Amount
EXXX66	8/14/2026	Concur Technologies, Inc	$	677.71
EXXX67	8/14/2026	Reliant Dry Ice LTD	$	7,111.84
EXXX68	8/14/2026	Health Care Dental Trust	$	4,933.12
EXXX69	8/14/2026	Bay Alarm Company	$	605.59
EXXX70	8/14/2026	CivicPlus, LLC	$	490.70
EXXX71	8/14/2026	Mission Linen Supply	$	1,185.19
EXXX72	8/14/2026	Sage Intacct, Inc.	$	37,200.00
EXXX73	8/14/2026	USA Today Media Corp.	$	576.96
EXXX74	8/14/2026	Contra Costa Janitorial Services	$	1,350.00
EXXX75	8/14/2026	iSolved Benefit Services	$	117.44
EXXX76	8/14/2026	Target Specialty Products	$	84.73
EXXX77	8/14/2026	ADAPCO, Inc.	$	9,131.20
EXXX78	8/14/2026	California Special Districts Association	$	534.65
XXXX63	8/14/2026	ACS	$	277.50
XXXX64	8/14/2026	Astound	$	1,602.53
XXXX65	8/14/2026	Department of General Services	$	571.75
XXXX66	8/14/2026	F&H Construction	$	1,055,145.63
XXXX67	8/14/2026	FP MAILING SOLUTIONS	$	154.79
XXXX68	8/14/2026	OSCA	$	20.00
XXXX69	8/14/2026	Otis Elevator Company	$	3,200.00
XXXX70	8/14/2026	PG&E	$	1,957.08
XXXX71	8/14/2026	Republic Services #210	$	329.44
XXXX72	8/14/2026	TireHub	$	716.73
XXXX73	8/14/2026	US POSTAL SERVICE CMRS-FP	$	1,000.00
EFT	8/14/2026	Great-West Trust Company, LLC (Empower)	$	9,884.85
EFT	8/14/2026	Mt. Diablo Resource Recovery-Concord	$	248.85
EXXX79	8/31/2026	MacLeod Watts Inc.	$	1,900.00
EXXX80	8/31/2026	Sage Intacct, Inc.	$	901.20
EXXX81	8/31/2026	MBR Plumbing LLC	$	5,505.84
EXXX82	8/31/2026	BKS Law Firm, PC	$	1,926.25
EXXX83	8/31/2026	SEIU UPE LOCAL 1021-Union Dues	$	2,406.73
EXXX84	8/31/2026	T-Mobile	$	643.30
EXXX85	8/31/2026	CalPERS	$	70,855.84
EXXX86	8/31/2026	Reliance Standard Life In	$	751.44
EXXX87	8/31/2026	Vision Service Plan	$	555.18
EXXX88	8/31/2026	Liebert Cassidy Whitmore	$	4,787.50
EXXX89	8/31/2026	Canon Financial Services, Inc.	$	586.70
EXXX90	8/31/2026	Mission Linen Supply	$	788.05
EXXX91	8/31/2026	Minuteman Press Concord	$	936.55
EXXX92	8/31/2026	Sigray, Inc.	$	32,434.61
EXXX93	8/31/2026	Verizon Wireless	$	1,912.46
EXXX94	8/31/2026	Culligan Quench	$	267.47
EXXX95	8/31/2026	ADAPCO, Inc.	$	25,160.19

Contra Costa Mosquito & Vector Control District
Activity from 8/01/2026 - 9/30/2026

Check No.	Payment Date	Vendor Name		Payment Amount
EXXX96	8/31/2026	Reliant Dry Ice LTD	$	3,605.30
XXXX74	8/31/2026	Capital Program Management, Inc. (CPM)	$	22,011.00
XXXX75	8/31/2026	Colonial Life	$	629.46
XXXX76	8/31/2026	Concentra	$	137.00
XXXX77	8/31/2026	Contra Costa County - Fleet	$	6,088.61
XXXX78	8/31/2026	Empower Trust Company, LLC	$	2,000.00
XXXX79	8/31/2026	Marin/Sonoma MVCD	$	1,738.28
XXXX80	8/31/2026	PG&E	$	340.47
XXXX81	8/31/2026	Precissi Flying Services, Inc.	$	4,986.20
XXXX82	8/31/2026	Staples Business Advantage	$	135.60
XXXX83	8/31/2026	Sun Life Financial	$	1,782.66
EFT	8/31/2026	Great-West Trust Company, LLC (Empower)	$	9,887.30
EFT	8/31/2026	U.S. BANK CORPORATE PAYMENT SYSTEMS	$	13,286.17
EXXX97	9/15/2026	Concur Technologies, Inc	$	677.71
EXXX98	9/15/2026	KBM-Hogue	$	118,318.35
EXXX99	9/15/2026	Reliant Dry Ice LTD	$	1,827.34
EXXX00	9/15/2026	Red Wing Business Advantage Account	$	291.38
EXXX01	9/15/2026	CalPERS	$	90.00
EXXX02	9/15/2026	Liebert Cassidy Whitmore	*$*	*4,316.50*
EXXX03	9/15/2026	iSolved Benefit Services	$	117.44
EXXX04	9/15/2026	Bay Alarm Company	$	85.00
EXXX05	9/15/2026	MosquitoMate, Inc.	$	9,612.98
EXXX06	9/15/2026	CivicPlus, LLC	$	490.70
EXXX07	9/15/2026	BKS Law Firm, PC	$	2,220.00
EXXX08	9/15/2026	Mission Linen Supply	$	787.63
EXXX09	9/15/2026	Contra Costa Janitorial Services	$	1,350.00
EXXX10	9/15/2026	Health Care Dental Trust	$	4,823.13
XXXX84	9/15/2026	Astound	$	1,602.53
XXXX85	9/15/2026	Capital Program Management, Inc. (CPM)	$	21,586.75
XXXX86	9/15/2026	Contra Costa Water District	$	41.24
XXXX87	9/15/2026	F&H Construction	$	1,015,827.25
XXXX88	9/15/2026	Maze & Associates	$	1,500.00
XXXX89	9/15/2026	PG&E	$	2,215.70
XXXX90	9/15/2026	Precissi Flying Services, Inc.	$	4,986.20
XXXX91	9/15/2026	Republic Services #210	$	255.84
XXXX92	9/15/2026	Staples Business Advantage	$	291.77
XXXX93	9/15/2026	TireHub	$	617.21
EFT	9/15/2026	Great-West Trust Company, LLC (Empower)	$	10,310.02
EFT	9/15/2026	Mt. Diablo Resource Recovery-Concord	$	248.85
EXXX11	9/30/2026	Reliant Dry Ice LTD	$	913.67
EXXX12	9/30/2026	Sage Intacct, Inc.	$	781.20
EXXX13	9/30/2026	T-Mobile	$	663.25
EXXX14	9/30/2026	CalPERS	$	70,855.84

Contra Costa Mosquito & Vector Control District
Activity from 8/01/2026 - 9/30/2026

Check No.	Payment Date	Vendor Name		Payment Amount
EXXX15	9/30/2026	Reliance Standard Life In	$	751.44
EXXX16	9/30/2026	Webster Bank, National Association	$	496,985.48
EXXX17	9/30/2026	Bay Alarm Company	$	1,050.00
EXXX18	9/30/2026	Francisco & Associates	$	9,975.00
EXXX19	9/30/2026	Canon Financial Services, Inc.	$	560.99
EXXX20	9/30/2026	Vision Service Plan	$	569.79
EXXX21	9/30/2026	Mission Linen Supply	$	786.11
EXXX22	9/30/2026	Minuteman Press Concord	$	1,180.28
EXXX23	9/30/2026	Sigray, Inc.	$	32,434.61
EXXX24	9/30/2026	Verizon Wireless	$	1,928.78
EXXX25	9/30/2026	USA Today Media Corp.	$	2,143.99
EXXX26	9/30/2026	Culligan Quench	$	267.47
EXXX27	9/30/2026	ADAPCO, Inc.	$	12,580.09
EXXX28	9/30/2026	SEIU UPE LOCAL 1021-Union Dues	$	2,406.74
XXXX94	9/30/2026	ACS	$	767.00
XXXX95	9/30/2026	Colonial Life	$	629.46
XXXX96	9/30/2026	Concord Trailer World, Inc. dba MotoExpo	$	28,125.59
XXXX97	9/30/2026	Contra Costa County - Fleet	$	9,854.64
XXXX98	9/30/2026	Contra Costa Water District	$	1,532.88
XXXX99	9/30/2026	Empower Trust Company, LLC	$	2,000.00
XXXX00	9/30/2026	PG&E	$	414.71
XXXX01	9/30/2026	Staples Business Advantage	$	60.30
XXXX02	9/30/2026	Sun Life Financial	$	1,772.80
EFT	9/30/2026	U.S. BANK CORPORATE PAYMENT SYSTEMS	$	8,766.08
EFT	9/30/2026	Great-West Trust Company, LLC (Empower)	$	10,310.02
EFT	9/30/2026	CCCERA	$	127.00
$				**3,263,742.37**

CONTRA COSTA MOSQUITO & VECTOR CONTROL DISTRICT
UNUSUAL ITEMS LIST (*Policy Effective May 2021*)

- *Any checks or ACH over the amount of $10,000.00 (excludes Procurement Policy General Manager Authority items: payroll taxes, employee fringe benefit payments, and aggregate corporate credit card amount).*
- *Any vendor that has not been paid by the District in the past 15 months.*
- *All legal fees over $5,000.00 in one month*

DATE	***CHECK #***	***AMOUNT OF CHECK***	***VENDOR & DESCRIPTION***
August 14, 2026	EXXX72	$37,200.00	Sage Intacct – FY27 Accounting Software Annual Subscription
August 14, 2026	XXXX65	$571.75	Department of General Services – Administrative Law Judge Fee
August 14, 2026	XXXX66	$1,055,145.63	F&H Construction – Capital Improvement Project (CIP) Building Remodel
August 31, 2026	EXXX92	$32,434.61	Sigray, Inc. – 5750 Imhoff Drive Office Space, September 2026 Rent
August 31, 2026	EXXX95	$25,160.19	ADAPCO, Inc. – Control Material Mosquito Larviciding
August 31, 2026	XXXX74	$22,011.00	Capital Program Management, Inc. (CPM) - Capital Improvement Project (CIP) Building Remodel
September 15, 2026	EXXX98	$118,318.35	KBM-Hogue – Capital Improvement Project (CIP) Furniture
September 15, 2026	XXXX85	$21,586.75	Capital Program Management, Inc. (CPM) - Capital Improvement Project (CIP) Building Remodel
September 15, 2026	XXXX87	$1,015,827.25	F&H Construction – Capital Improvement Project (CIP) Building Remodel
September 30, 2026	EXXX16	$496,985.48	Webster Bank, National Association – CIP Lease Principal & Interest Payment
September 30, 2026	EXXX23	$32,434.61	Sigray, Inc. – 5750 Imhoff Drive Office Space, October 2026 Rent
September 30, 2026	EXXX27	$12,580.09	ADAPCO, Inc. – Control Material Mosquito Larviciding
September 30, 2026	XXXX96	$28,125.59	Concord Trailer World, Inc. dba MotoExpo – 2026 CanAm side by side ATV purchase

INVESTMENT ACTIVITY REPORT

Month of August 2026

Transaction Number	Date	LAIF	California CLASS	CLASS CIP	California CLASS Enhanced	Five Star Money Market	Five Star Checking
Balance	**8/1/2026**	**$ 12,624,586.04**	**$ 2,175,203.45**	**$ 658,153.41**	**$ 1,300,637.88**	**$ 3,842,134.66**	**$ 936,411.69**
1	8/10/2026						17,637.90
2	8/12/2026					(400,000.00)	400,000.00
3	8/26/2026						13,293.69
4	8/27/2026					(418,000.00)	418,000.00
5	8/31/2026		6,923.52	2,094.01	4,244.76	11,462.66	
6	8/31/2026						(1,711,297.54)
Balance		**$ 12,624,586.04**	**$ 2,182,126.97**	**$ 660,247.42**	**$ 1,304,882.64**	**$ 3,035,597.32**	**$ 74,045.74**

	Transaction Number & Brief Description
1	Misc Deposits into Five Star Checking
2	Transfer from Five Star Money Market to Five Star Checking
3	Misc Deposits into Five Star Checking
4	Transfer from Five Star Money Market to Five Star Checking
5	Interest Earned & Unrealized Gains/Losses from California CLASS, CLASS CIP, CLASS Enhanced & Five Star Money Market Accounts
6	Five Star Bank clearing of Payroll & Vendor Checks

Month of September 2026

Transaction Number	Date	LAIF	California CLASS	CLASS CIP	California CLASS Enhanced	Five Star Money Market	Five Star Checking
Balance	**9/1/2026**	**$ 12,624,586.04**	**$ 2,182,126.97**	**$ 660,247.42**	**$ 1,304,882.64**	**$ 3,035,597.32**	**$ 74,045.74**
1	9/4/2026					(491,064.74)	491,064.74
2	9/8/2026			(660,247.42)			662,371.67
3	9/14/2026					(400,000.00)	400,000.00
4	9/22/2026						30,778.75
5	9/24/2026					(920,000.00)	920,000.00
6	9/28/2026						9,861.93
7	9/30/2026		6,847.80	475.83	2,860.88	6,819.85	
8	9/30/2026						(2,289,235.88)
Balance		**$ 12,624,586.04**	**$ 2,188,974.77**	**$ 475.83**	**$ 1,307,743.52**	**$ 1,231,352.43**	**$ 298,886.95**

	Transaction Number & Brief Description
1	Transfer from Five Star Money Market to Five Star Checking
2	Transfer from CLASS CIP to Five Star Checking (Aug 2026 CIP costs) and Misc Deposits into Five Star Checking
3	Transfer from Five Star Money Market to Five Star Checking
4	Misc Deposits into Five Star Checking
5	Transfer from Five Star Money Market to Five Star Checking
6	Misc Deposits into Five Star Checking
7	Interest Earned & Unrealized Gains/Losses from California CLASS, CLASS CIP, CLASS Enhanced & Five Star Money Market Accounts
8	Five Star Bank clearing of Payroll & Vendor Checks

Designated Reserves POLICY FY27 (July 1, 2026 - June 30, 2027)	
Bond/Loan Proceeds Reserve	
Bond/Loan Proceeds Reserve is equal to current year's principal & interest payments	993,971
Public Health Emergency	2,500,000
Capital Improvement	5,082,035
Emergency Reconstruction Response	500,000
Operations	4,901,890
Vehicle & Equipment Replacement	250,000
IT Equipment Replacement	250,000
	14,477,896

I certify that this report reflects all cash transactions and is in conformity with District Policy. The cash flow shown provides sufficient cash flow liquidity to meet the next six months expenditures.

Respectfully submitted,

Paula Macedo
General Manager

FIVE STAR BANK
PO Box 779000
Rocklin CA 95677

(800) 416-6117
www.fivestarbank.com

2519562
Contra Costa Mosquito & Vector Control
155 Mason Circle
Concord CA 94520

Date 8/31/26 Page 1
Enclosures

Public Money Market		Number of Enclosures	0
Account Number	Ending [redacted]	Statement Dates	8/01/26 thru 8/31/26
Previous Balance	3,842,134.66	Average Ledger	3,494,203.62
Deposits/Credits	.00	Average Collected	3,494,203.62
2 Checks/Debits	818,000.00	Annual Percentage Yield Earned	3.91%
Service Charge	.00	2026 Interest Paid	115,460.74
Current Balance	3,035,597.32	Interest Paid	11,462.66

Deposits and Additions

Date	Description	Amount
8/31	Interest Deposit	11,462.66

Checks and Withdrawals

Date	Description	Amount
8/12	Funds Transfer via Online	400,000.00-
8/27	Funds Transfer via Online	418,000.00-

Daily Balance Information

Date	Balance	Date	Balance
8/03	3,842,134.66	8/27	3,024,134.66
8/12	3,442,134.66	8/31	3,035,597.32

Interest Rate Summary

Date	Rate
8/02	3.816000%
8/11	3.840000%

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Office of the
State Treasurer

LAIF Monthly Statements

LAIF Monthly Statement

CONTRA COSTA MOSQUITO AND VECTOR CONTROL
DISTRICT
MANAGER
155 MASON CIRCLE
CONCORD, CA 94520

LAIF Account #:
August 2026 Statement

No transactions were found for this reporting period.

Account Summary

Beginning Balance:	12,624,586.04
Total Deposit:	0.00
Total Withdrawal:	0.00
Ending Balance:	12,624,586.04

California CLASS

Summary Statement

August 31, 2026

Contra Costa Mosquito & Vector Control District
155 Mason Circle
Concord, CA 94520

California CLASS

California CLASS

Average Monthly Yield: 3.7484%

	Beginning Balance	Contributions	Withdrawals	Income Earned	Income Earned YTD	Average Daily Balance	Month End Balance
General CLASS	2,175,203.45	0.00	0.00	6,923.52	52,689.66	2,175,426.79	2,182,126.97
Restricted CIP	658,153.41	0.00	0.00	2,094.01	113,073.45	658,220.96	660,247.42
TOTAL	**2,833,356.86**	**0.00**	**0.00**	**9,017.53**	**165,763.11**	**2,833,647.75**	**2,842,374.39**

California CLASS

Summary Statement

August 31, 2026

Contra Costa Mosquito & Vector
Control District
155 Mason Circle
Concord, CA 94520

California CLASS Enhanced Cash

Average Monthly Yield: 3.8429%

	Beginning Balance	Contributions	Withdrawals	Income Earned	Income Earned YTD	Average Daily Balance	Month End Balance
Enhanced	1,300,637.88	0.00	0.00	4,244.76	32,413.41	1,300,942.63	1,304,882.64
TOTAL	**1,300,637.88**	**0.00**	**0.00**	**4,244.76**	**32,413.41**	**1,300,942.63**	**1,304,882.64**

FIVE STAR BANK
PO Box 779000
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Contra Costa Mosquito & Vector Control
155 Mason Circle
Concord CA 94520

Date 9/30/26 Page 1
Enclosures

Public Money Market		Number of Enclosures	0
Account Number	Ending [redacted]	Statement Dates	9/01/26 thru 9/30/26
Previous Balance	3,035,597.32	Average Ledger	2,152,305.72
Deposits/Credits	.00	Average Collected	2,152,305.72
3 Checks/Debits	1,811,064.74	Annual Percentage Yield Earned	3.92%
Service Charge	.00	2026 Interest Paid	122,280.59
Current Balance	1,231,352.43	Interest Paid	6,819.85

Deposits and Additions

Date	Description	Amount
9/30	Interest Deposit	6,819.85

Checks and Withdrawals

Date	Description	Amount
9/04	Funds Transfer via Online	491,064.74-
9/14	Funds Transfer via Online	400,000.00-
9/24	Funds Transfer via Online	920,000.00-

Daily Balance Information

Date	Balance	Date	Balance	Date	Balance
9/01	3,035,597.32	9/14	2,144,532.58	9/30	1,231,352.43
9/04	2,544,532.58	9/24	1,224,532.58		

Interest Rate Summary

Date	Rate
8/31	3.840000%
9/17	3.863000%

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NOTICE: SEE REVERSE SIDE FOR IMPORTANT INFORMATION

EQUAL HOUSING LENDER FDIC

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State of California
Office of the
State Treasurer

LAIF Monthly Statements

LAIF Monthly Statement

CONTRA COSTA MOSQUITO AND VECTOR CONTROL
DISTRICT
MANAGER
155 MASON CIRCLE
CONCORD, CA 94520

LAIF Account #: 16-07-002
September 2026 Statement

No transactions were found for this reporting period.

Account Summary

Beginning Balance:	12,624,586.04
Total Deposit:	0.00
Total Withdrawal:	0.00
Ending Balance:	12,624,586.04

California CLASS

Summary Statement

September 30, 2026

Contra Costa Mosquito & Vector Control District
155 Mason Circle
Concord, CA 94520

California CLASS

California CLASS

Average Monthly Yield: 3.8181%

	Beginning Balance	Contributions	Withdrawals	Income Earned	Income Earned YTD	Average Daily Balance	Month End Balance
General CLASS	2,182,126.97	0.00	0.00	6,847.80	59,537.46	2,182,355.23	2,188,974.77
Restricted CIP	660,247.42	0.00	660,247.42	475.83	113,549.28	154,073.59	475.83
TOTAL	**2,842,374.39**	**0.00**	**660,247.42**	**7,323.63**	**173,086.74**	**2,336,428.82**	**2,189,450.60**

California CLASS

Summary Statement

September 30, 2026

Contra Costa Mosquito & Vector
Control District
155 Mason Circle
Concord, CA 94520

California CLASS Enhanced Cash

Average Monthly Yield: 3.8869%

	Beginning Balance	Contributions	Withdrawals	Income Earned	Income Earned YTD	Average Daily Balance	Month End Balance
Enhanced	1,304,882.64	0.00	0.00	4,165.76	36,579.17	1,304,108.08	1,307,743.52
TOTAL	**1,304,882.64**	**0.00**	**0.00**	**4,165.76**	**36,579.17**	**1,304,108.08**	**1,307,743.52**

Balance Sheet
As of September 2026

	September 2025	September 2026
ASSETS		
Current Assets		
Five Star Checking:General	552,837.91	243,142.50
Money Market: General	732,953.22	1,231,352.43
California CLASS:General	3,968,194.92	3,496,718.29
California CLASS: CIP	7,539,657.78	475.83
LAIF	12,119,275.23	12,624,586.04
VCJPA	1,371,836.00	1,403,244.00
Property Tax Due from County	8,052,267.00	8,350,325.00
Benefit Assessment Due from County	2,094,472.00	2,103,494.00
Prepaid Retirement CCCERA	1,029,540.53	881,406.59
Total Current Assets:	**37,461,034.59**	**30,334,744.68**
Fixed Assets		
Asset Nondepreciable (Land):General	778,640.00	778,640.00
Asset Depreciable:General	694,805.00	556,342.00
CIP Building	742,986.34	11,781,949.61
Structures & Improvements	0.00	0.00
Vehicles & Heavy Equipment	195,439.45	20,000.59
Total Fixed Assets:	**2,411,870.79**	**13,136,932.20**
Other Assets		
Net Pension Asset:General	742,411.00	780,742.00
GASB 68/75 Outflow	3,617,742.00	2,814,877.00
Total Other Assets:	**4,360,153.00**	**3,595,619.00**
Total Assets:	**44,233,058.38**	**47,067,295.88**
LIABILITIES & EQUITY		
Current Liabilities		
Accrued Liabilities	50,590.52	2,151,715.13
Deferred Revenue	7,610,054.26	7,840,364.27
Total Current Liabilities:	**7,660,644.78**	**9,992,079.40**
Long-Term Liabilities		
Net Pension Liability	4,394,885.21	4,615,617.44
CIP Loan	7,389,932.20	6,688,200.82
Total Long-Term Liabilities:	**11,784,817.41**	**11,303,818.26**
Total Liabilities:	**19,445,462.19**	**21,295,897.66**
Accrued Equity & Designated Reserves	24,408,776.88	25,665,181.99
Current Year Net Income	378,819.31	106,216.23
Total Equity:	**24,787,596.19**	**25,771,398.22**
Total Liabilities & Equity:	**44,233,058.38**	**47,067,295.88**

ontra Costa Mosquito and Vector Control District

FY27 Budget Year

FY27 (July 1, 2026 - June 30, 2027)

	Board Packet FY27 *As of 9/30/26*	APPROVED FY 27	25 % of the Year completed YTD FY27 VS Adopted Budget %	ADOPTED FY27 VS FY27 $
Personnel Costs				
Payroll & OT	1,158,605.73	4,800,000.00	24.1%	3,641,394.27
Payroll Tax Liabilities (SocSec/Medicare/Unemployment)	**83,991.85**	**381,900.00**	**22.0%**	**297,908.15**
Retirement	224,410.64	1,020,970.00	22.0%	796,559.36
Fringe Benefits (Medical/Dental/Vision, Retirement Fees, etc.)	**167,259.03**	**722,594.49**	**23.1%**	**555,335.46**
Disability Ins	2,167.19	10,500.00	20.6%	8,332.81
Other Post Employment Benefits	**0.00**	**71,623.00**	**0.0%**	**71,623.00**
District Paid Health Retiree Cost & Fees	33,057.73	150,000.00	22.0%	116,942.27
Subtotal Personnel Costs	1,669,492.17	7,157,587.49	23.3%	5,488,095.32
Operational Costs				
Professional Services - Legal	47,554.80	150,000.00	31.7%	102,445.20
Professional Services - Building & Grounds Maint	**1,071.35**	**10,000.00**	**10.7%**	**8,928.65**
Professional Services - All Other	23,660.92	171,075.00	13.8%	147,414.08
Public Affairs	**12,062.86**	**176,700.00**	**6.8%**	**164,637.14**
Lab Services	26,009.32	96,000.00	27.1%	69,990.68
Information & Technology	**56,384.10**	**132,300.00**	**42.6%**	**75,915.90**
Operations - Control Materials	56,569.19	485,000.00	11.7%	428,430.81
Operations - Aerial	**9,972.40**	**60,000.00**	**16.6%**	**50,027.60**
Operation and Facilities - All Other	39,010.00	205,500.00	19.0%	166,490.00
General Office Administration - Insurance	**392,548.00**	**402,986.00**	**97.4%**	**10,438.00**
General Office Administration - Trustee Expense	15.98	26,000.00	0.1%	25,984.02
General Office Administration - Employee Travel & Training	**1,454.68**	**77,000.00**	**1.9%**	**75,545.32**
General Office Administration - Utilities	21,920.92	128,700.00	17.0%	106,779.08
General Office Administration - All Other	**243,160.66**	**524,930.60**	**46.3%**	**281,769.94**
Subtotal Operational Cost	931,395.18	2,646,191.60	35.2%	1,714,796.42
Total Expenditures	2,600,887.35	9,803,779.09		
Revenues				
Property Taxes	**2,087,581.26**	**8,350,325.00**	**25.0%**	**6,262,743.74**
Benefit Assessment	525,873.51	2,103,494.00	25.0%	1,577,620.49
Contract Billing	**31,441.14**	**145,000.00**	**21.7%**	**113,558.86**
Interest Income	56,167.16	619,780.00	9.1%	563,612.84
Fixed Asset Disposal	**0.00**	**0.00**	**0.0%**	**0.00**
Miscellaneous	6,040.51	25,000.00	24.2%	18,959.49
Subtotal Revenue	2,707,103.58	11,243,599.00	24.1%	8,536,495.42
Estimate Ending Balance	**106,216.23**	**1,439,819.91**		

Capital				
Debt Reduction (Principal Payment on Outstanding Debt)	**660,067.80**	**691,720.32**	**95.4%**	**31,652.52**
Structure & Improvements	3,805,411.77	5,082,035.30	74.9%	1,276,623.53
Vehicles	**28,125.59**	**190,000.00**	**14.8%**	**161,874.41**
Heavy Equipment	-8,125.00	0.00	0.0%	8,125.00
Subtotal Capital	4,485,480.16	5,963,755.62	75.2%	1,478,275.46

Designated Reserves POLICY FY27 (July 1, 2026 - June 30, 2027)	
Bond/Loan Proceeds Reserve	
Bond/Loan Proceeds Reserve is equal to current year's principal & interest payments	993,971
Public Health Emergency	2,500,000
Capital Improvement	5,082,035
Emergency Reconstruction Response	500,000
Operations	4,901,890
Vehicle & Equipment Replacement	250,000
IT Equipment Replacement	250,000
	14,477,896

MVCAC
Mosquito and Vector Control Association of California

95th Annual Conference and Exhibitor Showcase

January 24-27, 2027 | Hilton Universal



	Check the type of registration you are applying for	Early Bird Registration (available until Dec. 19)	Regular Registration (Dec. 19 - Jan 16)	Onsite Registration (available onsite only)
☐	Full Registration	$499	$525	$550
☐	Full Registration - non members	$895	$925	$955
☐	Full Registration without closing event ticket	$450	$475	$500
☐	Non Member no closing event ticket	$775	$850	$875
	Technician/Student/CDPH **** please review who qualifies for these rates below ****			
☐	Non Member Tech (no evening event)	$375	$400	$425
☐	Both Days - Tech/Student/CDPH (no evening event)	$300	$325	$350
☐	Monday only - Tech/Students/CDPH	$250	$275	$300
☐	Tuesday only - Tech/Students/CDPH (no evening event)	$225	$250	$275
	Additional Registrations			
☐	Guest all days and evening event **(includes both lunches)**	$350	$395	$425
☐	Guest all days no evening event (includes both lunches)	$275	$325	$350
☐	Honorary Members Sunday and Monday (no evening event)	$275	$325	$350
☐	Honorary Members Tuesday only **(includes Tuesday evening event)**	$250	$295	$325
☐	**Tuesday evening event only**	$100	$125	$150

MVCAC
Mosquito and Vector Control Association of California

95th Annual Conference and Exhibitor Showcase



Optional Items:

	Check the type of registration you are applying for	Early Bird Registration (available until Dec. 19)	Regular Registration (Dec. 19 - Jan 16)	Onsite Registration (available onsite only)
☐	Trustee Training *Please note, the trustee session is in addition to the regular registration fees. Trustees MUST be registeredfor the conference, with the trustee session additional if they choose to attend.	$135	$165	$185
☐	Outrunning Mosquitoes 5K	$35	$45	$55
☐	Munzy Golf Tournament	$125	$135	No onsite allowed
☐	OR Foursome (MVCAC will reach out for names)	$500	$540	
☐	Wednesday Workshop: 3D printing	$50 (limited to first 30 people)		
			Total	

AGREEMENT 2 OF 2

PROFESSIONAL SERVICES AGREEMENT

Contra Costa Mosquito & Vector Control District

DISTRICT	Contra Costa Mosquito & Vector Control District
CONSULTANT	Z'Onion Creative Group, LLC, d/b/a zö agency
TERM	November 16, 2026 to November 15, 2027
NOT TO EXCEED	$139,200.00
TRAVEL	Billed separately at actual cost, outside the Contract Amount
EFFECTIVE DATE	Date of the last signature below

This Professional Services Agreement (this "Agreement") is made effective as of the date of the last signature below (the "Effective Date") by and between the Contra Costa Mosquito & Vector Control District, a California public entity ("District"), and Z'Onion Creative Group, LLC, d/b/a zö agency, an Oregon limited liability company ("Consultant" or "zö"). District and Consultant may each be referred to as a "Party" and collectively as the "Parties."

1. PURPOSE AND TERM

1.1 PURPOSE District retains Consultant to provide social-media marketing, communications, website, newsletter, strategy, analytics, branding, print-design, reporting, content capture, and related professional services described in Exhibit A (Scope of Services).

1.2 TERM The term begins November 16, 2026, and ends November 15, 2027, unless earlier terminated in accordance with this Agreement.

1.3 FUTURE EXTENSIONS No extension is automatic. Any extension must be authorized by District, subject to available appropriation and applicable procurement requirements, and documented in a written amendment signed by both Parties. If the Parties later agree to an extension, any rate adjustment will be subject to District approval and will not exceed the percentage change in the applicable Consumer Price Index unless the Parties expressly agree otherwise in writing.

2. SERVICES AND PERFORMANCE

2.1 STANDARD OF CARE Consultant will perform the Services in a professional and workmanlike manner, using commercially reasonable care and skill consistent with generally accepted practices for similar communications and marketing services.

2.2 DISTRICT PROJECT CONTACT AND COOPERATION District will designate a project manager or authorized point of contact ("District SPOC"). Consultant may rely on directions, approvals, feedback, and decisions provided by the District SPOC or General Manager. District will timely provide complete and accurate content, access, credentials, information, factual review, approvals, and other cooperation reasonably needed for Consultant to perform the Services.

2.3 REVIEW, REVISIONS, AND DELAYS Unless Exhibit A states otherwise, designed items include two (2) substantive revision rounds plus one (1) final-edit round. District will provide consolidated feedback within three (3) to five (5) business days after submission, or another period stated in an agreed project plan. District delay in providing feedback, approvals, content, access, legal review, technical access, or other required cooperation may reasonably extend affected deadlines. Silence does not authorize Consultant to publish, print, purchase, launch, or otherwise make a binding commitment for District; instead, it is a District-caused delay permitting Consultant to pause or reschedule affected work.

2.4 NO GUARANTEED RESULTS Consultant does not guarantee any particular campaign, operational, audience, media, publication, platform, website, search, social, engagement, attendance, service-request, or other outcome. Consultant does not control third-party platforms, social networks, publishers, web hosts, vendors, media providers, algorithms, or audience behavior.

2.5 SUBCONTRACTORS Consultant may use employees, freelancers, specialists, vendors, and subcontractors to perform portions of the Services, provided Consultant remains responsible for its performance under this Agreement. Consultant will require personnel receiving District Confidential Information to be subject to confidentiality obligations consistent with this Agreement.

2.6 INDEPENDENT CONTRACTOR Consultant is an independent contractor and not an officer, employee, agent, partner, or representative of District. Consultant has no authority to bind District unless District expressly authorizes a specific action in writing.

3. COMPENSATION AND EXPENSES

3.1 NOT-TO-EXCEED COMPENSATION District will pay Consultant a fixed monthly retainer of Ten Thousand Four Hundred Fifty Dollars ($10,450.00) for the Services. The retainer total for the twelve-month Term is One Hundred Twenty-Five Thousand Four Hundred Dollars ($125,400.00). District will also pay a fixed fee of Thirteen Thousand Eight Hundred Dollars ($13,800.00) for the two content-capture days described in Exhibit A, Section B.8, covering photography, videography, and post production of the captured material. The retainer and the content-capture fee together are a total not-to-exceed amount of One Hundred Thirty-Nine Thousand Two Hundred Dollars ($139,200.00) (the "Contract Amount"). The Contract Amount includes all Consultant labor within the Scope of Services in Exhibit A. Travel for the content capture sits outside the Contract Amount and is billed separately at actual cost with no markup under Section 3.4. The monthly retainer is a level fee across the engagement. The Parties acknowledge that the value of Services delivered in any given month may run ahead of or behind the fee invoiced for that month.

3.2 INVOICE SCHEDULE Consultant may invoice District $10,450.00 at the beginning of each monthly service period, and the content-capture fee on delivery of the captured material. District will pay properly submitted, undisputed invoices in accordance with applicable law and District payment procedures. Consultant will include any required District contract, purchase-order, and invoice-reference information once supplied by District.

SERVICE PERIOD	AMOUNT
Nov. 16, 2026–Dec. 15, 2026	$10,450.00
Dec. 16, 2026–Jan. 15, 2027	$10,450.00
Jan. 16, 2027–Feb. 15, 2027	$10,450.00
Feb. 16, 2027–Mar. 15, 2027	$10,450.00
Mar. 16, 2027–Apr. 15, 2027	$10,450.00
Apr. 16, 2027–May 15, 2027	$10,450.00
May 16, 2027–Jun. 15, 2027	$10,450.00
Jun. 16, 2027–Jul. 15, 2027	$10,450.00
Jul. 16, 2027–Aug. 15, 2027	$10,450.00
Aug. 16, 2027–Sep. 15, 2027	$10,450.00
Sep. 16, 2027–Oct. 15, 2027	$10,450.00
Oct. 16, 2027–Nov. 15, 2027	$10,450.00
Retainer subtotal	**$125,400.00**
Content capture, two days including post production, invoiced on delivery	$13,800.00
Total Not-to-Exceed Compensation	**$139,200.00**

> Travel for the content capture is invoiced separately at actual cost as incurred, with no markup, and sits outside the Contract Amount stated above. District approves travel in writing before Consultant commits it, under Section 3.4.

3.3 EXPENSES AND PASS-THROUGH COSTS Photography, videography, printing, fabrication, postage, mailing, travel, software, stock assets, licensing, production, and other third-party costs are not included in the Contract Amount unless Exhibit A expressly identifies them as included. Such expenses must receive District's prior written approval before commitment and will be billed at actual cost with no markup unless the Parties expressly agree otherwise in writing. No single unbudgeted reimbursable expense above one hundred dollars ($100) may be incurred without prior written District approval, unless the expense category or project budget is expressly approved in Exhibit A or a written amendment.

Consultant labor for the content capture described in Exhibit A, including photography, videography, and post production of the captured material, is covered by the content-capture fee stated in Section 3.1 and is not a pass-through cost. Travel for the content capture is a pass-through expense billed at actual cost with no markup under Section 3.4.

3.4 TRAVEL If District authorizes travel in writing, personal-vehicle mileage will be reimbursed at the then-current IRS standard mileage rate. Airfare, lodging, ground transportation, parking, meals, shipping, and other travel expenses are reimbursable only if pre-approved in writing and incurred at actual reasonable cost. Travel for the content capture described in Exhibit A is governed by this Section, is billed at actual cost with no markup, and sits outside the Contract Amount. Consultant will provide District with a travel estimate for written approval before booking.

3.5 ADDITIONAL SERVICES Work outside Exhibit A requires prior written authorization by an authorized District representative and a written amendment, task order, or change order that identifies the added scope, amount, funding authorization, and schedule. Consultant is not required to perform unapproved additional work. Unless otherwise agreed in writing, the rates in Exhibit B apply to approved Additional Services.

3.6 NO PAYMENT BEYOND APPROPRIATED OR AUTHORIZED AMOUNTS District's payment obligation under this Agreement will not exceed the Contract Amount or amounts otherwise lawfully authorized in a written amendment executed by both Parties and approved as required by District law and policy.

4. DISTRICT MATERIALS, DELIVERABLES, AND INTELLECTUAL PROPERTY

4.1 DISTRICT MATERIALS District retains ownership of its names, trademarks, logos, factual content, data, photography, video, records, specifications, and other materials it supplies ("District Materials"). District grants Consultant a limited, nonexclusive license during the Term to use District Materials solely as reasonably necessary to perform the Services. District represents that it has rights to permit Consultant's authorized use of District Materials.

4.2 FINAL DELIVERABLES Subject to District's full payment of all amounts due, final custom deliverables expressly identified in Exhibit A ("Final Deliverables") will be District property upon delivery. Consultant assigns to District its rights, if any, in those Final Deliverables, excluding Consultant Background IP, Excluded Materials, and Third-Party Materials as defined below.

4.3 CONSULTANT BACKGROUND IP Consultant retains ownership of all pre-existing or independently developed tools, templates, methods, processes, workflows, systems, research methods, generalized know-how, prompts, code libraries, design components, and other intellectual property ("Consultant Background IP"). To the extent Consultant Background IP is embedded in a Final Deliverable and cannot reasonably be separated, Consultant grants District a perpetual, nonexclusive, royalty-free license to use the embedded Consultant Background IP only as necessary to use the Final Deliverable for District's governmental purposes.

4.4 EXCLUDED MATERIALS AND SOURCE FILES Unless Exhibit A expressly identifies them as Final Deliverables, Consultant retains ownership of proposals, concepts, drafts, alternate designs, unused or rejected work, working files, raw photo and video, notes, research, source files, editable and native files, production files, templates, and other work-in-progress ("Excluded Materials"). Consultant will deliver source, native, or editable files only if Exhibit A expressly identifies them as a deliverable or the Parties otherwise agree in writing.

4.5 THIRD-PARTY MATERIALS Fonts, stock assets, music, software, plug-ins, open-source materials, platform materials, and other third-party materials remain subject to their applicable license terms. District will be responsible for

complying with applicable license terms and for approved costs of third-party materials unless Exhibit A states otherwise.

4.6 DISTRICT REVIEW AND LEGAL CLEARANCES Unless Exhibit A expressly assigns a task to Consultant, District is responsible for factual accuracy, policy approval, legal review, accessibility compliance determinations, privacy notices, public-records determinations, public-health guidance, claims, releases, permissions, and other governmental or legal approvals relating to District's communications and materials.

5. CONFIDENTIALITY AND PUBLIC RECORDS

5.1 CONFIDENTIAL INFORMATION Each Party will protect the other Party's nonpublic confidential information using reasonable care and will use it only to perform this Agreement. Consultant will not disclose District confidential information except as necessary to perform the Services, to permitted subcontractors under confidentiality obligations, or as required by law.

5.2 PUBLIC RECORDS Consultant acknowledges that District may be subject to the California Public Records Act and other disclosure obligations. District will make disclosure determinations in accordance with applicable law. To the extent legally permitted, District will provide Consultant notice of a request seeking documents that Consultant has clearly and contemporaneously marked as confidential or trade secret, so Consultant may seek protective relief at its own expense. District does not guarantee that any information will be withheld from disclosure.

5.3 SECURITY AND ARTIFICIAL INTELLIGENCE Consultant will use commercially reasonable safeguards appropriate to the nature of District information in its possession. Consultant may use commercially reasonable technology tools, including AI-enabled tools, for internal research, workflow, analysis, transcription, and administrative functions. Consultant will not knowingly submit District Confidential Information, personal information, unreleased materials, or proprietary District Materials into a public or consumer-facing AI system without District's prior written approval. Consultant will apply human review to deliverables and will not represent AI-assisted research or content as independently verified fact without appropriate review.

6. RECORDS, COMPLIANCE, AND INSURANCE

6.1 RECORDS Consultant will maintain project and invoice records reasonably sufficient to support charges under this Agreement for at least four (4) years after final payment, or for any longer period required by applicable law. Upon reasonable written notice during normal business hours, District may review records directly related to this Agreement for the limited purpose of verifying invoiced charges. District will protect Consultant's confidential pricing, proprietary processes, and unrelated records to the extent permitted by law.

6.2 COMPLIANCE WITH LAW Each Party will comply with laws applicable to its own performance under this Agreement. Consultant will not be required to perform work that Consultant reasonably believes violates applicable law or requires a professional license, clearance, insurance, certification, or legal determination not stated in Exhibit A.

6.3 NONDISCRIMINATION Consultant will comply with applicable federal, state, and local nondiscrimination laws in performing this Agreement.

6.4 INSURANCE Consultant will maintain insurance that is commercially reasonable and appropriate for the Services, including its current commercial general liability, professional liability, and umbrella or excess liability coverage. Any

requirement for specified limits, additional-insured status, waiver of subrogation, primary or noncontributory coverage, or other endorsements must be separately agreed in writing and be subject to Consultant's available coverage and insurer approval.

7. LIABILITY AND CLAIMS

7.1 CONSULTANT STANDARD AND CURE If District believes Consultant has materially failed to perform the Services, District will provide written notice describing the issue in reasonable detail and allow Consultant a reasonable opportunity to cure or reperform the affected Services before seeking other remedies, except where immediate action is legally required.

7.2 LIMITATION OF LIABILITY To the maximum extent permitted by applicable law, neither Party will be liable to the other for indirect, special, incidental, exemplary, punitive, or consequential damages, including lost revenue, lost opportunity, loss of goodwill, or reputational harm, arising from this Agreement. Consultant's total aggregate liability arising from this Agreement will not exceed the compensation actually paid to Consultant under this Agreement, except to the extent a limitation is prohibited by applicable law or expressly superseded by a required District provision accepted by Consultant in writing.

7.3 CONSULTANT INTELLECTUAL-PROPERTY CLAIMS Consultant will defend District against a third-party claim alleging that a Final Deliverable created solely by Consultant and used by District according to this Agreement directly infringes a United States copyright, trademark, or patent, subject to the following exclusions: claims arising from District Materials, District instructions, third-party materials, modifications not made by Consultant, combinations with materials not supplied by Consultant, or use beyond the agreed scope. Consultant may obtain rights, modify, or replace an affected Final Deliverable as its remedy.

7.4 DISTRICT MATERIALS AND INSTRUCTIONS To the extent allowed by law, District will be responsible for third-party claims arising from District Materials, District instructions, District marks, District-provided content, or District's failure to obtain necessary permissions or approvals. Nothing in this Agreement is intended to require District to indemnify Consultant to an extent prohibited by California law.

8. TERMINATION

8.1 TERMINATION FOR CONVENIENCE Either Party may terminate this Agreement for convenience upon thirty (30) calendar days' written notice, subject to District's legal and procurement requirements. District will pay Consultant for Services performed through the effective termination date and for noncancelable, District-approved commitments incurred before termination.

8.2 TERMINATION FOR CAUSE Either Party may terminate for material breach if the other Party fails to cure the breach within ten (10) business days after written notice describing the breach, unless the breach cannot reasonably be cured.

8.3 TRANSITION Upon termination and payment of amounts due, Consultant will provide District with completed Final Deliverables and reasonably cooperate in an orderly transition of then-current work, subject to a separately approved scope and fee for transition services beyond ordinary closeout.

9. GENERAL TERMS

9.1 NOTICES Notices must be in writing and delivered by personal delivery, nationally recognized overnight courier, certified U.S. mail, or email with confirmation of receipt.

TO DISTRICT	Contra Costa Mosquito & Vector Control District Attn: Paula Macedo, General Manager 155 Mason Circle, Concord CA 94520 pmacedo@contracostamosquito.gov
TO CONSULTANT	Z'Onion Creative Group, LLC, d/b/a zö agency Attn: Sonja Anderson 70 SW Century Drive #1100 Bend, OR 97702 sonja@zo.agency

9.2 GOVERNING LAW AND VENUE This Agreement is governed by California law. Subject to applicable law, venue for any action will lie in Contra Costa County, California.

9.3 NO ASSIGNMENT Neither Party may assign this Agreement without the other Party's prior written consent, except as may be required by law or in connection with a merger, reorganization, or sale of substantially all assets, provided the successor assumes the assigning Party's obligations.

9.4 ENTIRE AGREEMENT; AMENDMENTS This Agreement and its exhibits are the entire agreement concerning the Services. An amendment is effective only if in writing, signed by authorized representatives of both Parties, and approved as required by District law and policy.

9.5 SEVERABILITY; WAIVER; COUNTERPARTS If a provision is unenforceable, the remaining provisions remain in effect. A waiver must be written and signed. This Agreement may be executed in counterparts and by electronic signature.

SIGNATURES

Each person signing below represents that they are authorized to execute this Agreement on behalf of the Party indicated.

CONTRA COSTA MOSQUITO & VECTOR CONTROL DISTRICT

BY _____

NAME Paula Macedo

TITLE General Manager

DATE _____

Z'ONION CREATIVE GROUP, LLC, D/B/A ZÖ AGENCY

BY _____

NAME Sonja Anderson

TITLE Authorized Representative

DATE _____

Exhibit A to Agreement 2

Scope of services

☆ A. PROJECT OVERVIEW

PROJECT	Social Media Marketing and Communications Services
SERVICE PERIOD	November 16, 2026–November 15, 2027
MONTHLY RETAINER	$10,450.00
RETAINER TOTAL	$125,400.00
CONTENT CAPTURE	$13,800.00, two days including post production
TOTAL NOT-TO-EXCEED CONTRACT AMOUNT	$139,200.00
TRAVEL	At actual cost with no markup, outside the Contract Amount

Consultant will serve as District's communications partner, augmenting District's Public Affairs team. The monthly retainer covers Consultant labor for the Scope of Services below. The content-capture fee covers the two content-capture days described in Section B.8, including photography, videography, and post production. Printing, fabrication, travel, postage, software, stock assets, licensing, paid media, and other approved pass-through expenses are excluded unless expressly stated as included and are billed at actual cost with prior written approval.

☰ B. SCOPE OF SERVICES

1. STRATEGY, PLANNING, ANALYTICS, AND REPORTING

- Complete or update a social-media and marketing SWOT analysis within thirty (30) days after commencement or as reasonably adjusted for District access and approval timing.
- Deliver an Annual Marketing Plan for General Manager review by January 31, 2027, subject to timely District input, approval, access, and factual review. The plan will address strategy, segmentation, channel priorities, a 12-month calendar, KPI targets, SEO strategy, digital and traditional outreach considerations, Grand Jury recommendation progress mapping, printed-material distribution planning, and budget prioritization.
- Establish and track reasonable KPI baselines and targets using available District data.
- Provide monthly executive-dashboard reporting and quarterly KPI-progress review support.
- Support attribution and conversion tracking tied to service requests, event attendance, resident engagement, and other mutually identified available measures.

- Provide ROI and return-on-ad-spend reporting using District-provided media-spend data, where applicable; recommendations are informational and are not guarantees of outcome.
- Participate in quarterly strategy reviews; Board presentations are remote by default and in-person only when separately scheduled and approved.

2. WEBSITE MANAGEMENT: CONTRACOSTAMOSQUITO.GOV

- Provide weekly, District-approved updates concerning control activities, virus detection, events, Board agendas, press releases, RFPs, job postings, and other District communications.
- Perform monthly reasonable accuracy sweeps of pages within the District's Streamline website, subject to account access and District's website governance.
- Develop and coordinate Animal Services cross-reference content and related communication efforts, subject to District approval and third-party cooperation.
- Provide accessibility-oriented design and content support within Consultant's scope; District retains final responsibility for compliance determinations, website platform configuration, and legal or regulatory accessibility requirements unless separately assigned in writing.

3. NEWSLETTER AND EMAIL ALERTS

- Develop and support a monthly Mosquito Bytes newsletter for General Manager approval and planned release on the second Friday of each month, subject to timely District feedback and approvals.
- Provide bilingual English and Spanish content sections and ongoing list-growth recommendations.
- Plan and help establish an opt-in and opt-out email alert service using GovDelivery or another District-approved platform, subject to District account access, platform authorization, privacy review, and District direction.

4. SOCIAL MEDIA AND CONTENT CREATION

- Provide daily community-management and publishing support on District-approved channels, which may include Instagram, Facebook, Nextdoor, X, and Threads.
- Develop public-education content addressing mosquitofish, Aedes aegypti recognition and reporting, surveillance, sterile-male releases, MapVision, District operations, staff, volunteers, community partners, and relevant seasonal campaigns.
- Create up to two short-form video deliverables per month for channels such as Instagram Reels, Facebook Reels, and YouTube Shorts, using available District materials and approved content capture.
- Develop staff, volunteer, community partner, participant-testimonial, and success-story content, subject to District factual approval and required releases.
- Provide cross-promotion support for approved partner and community-based-organization events.

5. COMMUNITY REACH AND AUDIENCE GROWTH

- Develop targeted content and campaign recommendations against baselines established or refined during the term.
- Provide bilingual and multicultural outreach support within the approved scope.
- Develop Aedes public-education content and support distribution planning for District-approved brochures and community materials.

- Recommend geo-targeted paid-media opportunities when requested. Paid-media spend is excluded from the retainer and must be separately authorized.

6. BRANDING, PRINT, AND CENTENNIAL SUPPORT

- Maintain and extend the branding framework and publication and signage standards established under the Interim Professional Services Agreement.
- Create ADA-aware, print-ready files for District-approved brochures, door tags, mailers, flyers, and similar collateral.
- Provide news-release development at the General Manager's request and approval.
- Develop a centennial brand thread, visual system, storytelling arc, and supporting content cadence for the 2027 anniversary.
- Provide design support for up to six (6) District-approved printed pieces during the Term. Printing, fabrication, postage, mailing, and distribution are excluded pass-through expenses unless separately approved.

7. BOARD REPORTING AND PUBLICATIONS

- Support monthly Board meetings, remotely by default.
- Provide annual-report design support and ACFR design support as scheduled with District staff and subject to timely content, data, and approval.
- Report, using available data, on reach, impressions, website traffic, service requests, event attendance, social engagement, and email open and click-through rates.

8. CONTENT CAPTURE

- Conduct two content-capture days at District programs and events, on consecutive days in a single trip, scheduled by mutual agreement and subject to District site and access requirements.
- Photography, videography, and post production of the captured material are covered by the content-capture fee stated in Section 3.1.
- Travel for the capture is billed separately at actual cost with no markup and sits outside the Contract Amount. Consultant will provide District with a travel estimate for written approval before booking.
- Deliver a shot list for District review before the capture, developed from the content calendar and the centennial visual direction.
- Obtain executed releases for staff, volunteers, participants, and user-generated content in advance of the capture.
- The two content-capture days contemplated for the combined interim and annual engagement were delivered under the Interim Professional Services Agreement. The two content-capture days described above are in addition to those two days.
- Capture days beyond the two days described above require District written approval and separate pricing at the rate stated in Exhibit B.

C. DELIVERABLES AND SCHEDULE

1. TARGET MILESTONES

The schedule is subject to timely District cooperation, access, content, factual review, approvals, and third-party or platform availability.

TARGET PERIOD	PRIMARY MILESTONES
Nov. 16–Dec. 15, 2026	Program kickoff and continuity; current-channel and website review; content calendar; baseline refinement; workflow and approval confirmation; centennial and standards development
Dec. 16, 2026–Jan. 15, 2027	Full content, website, newsletter, dashboard, and Board-report cadence; bilingual content standards refinement
Jan. 16–Feb. 15, 2027	Annual Marketing Plan submitted for GM review by Jan. 31, 2027; first quarterly KPI review support; plan finalization subject to District feedback
Feb.–Apr. 2027	Ongoing program; second quarterly KPI review support; community-outreach and print or distribution work as approved
May–Jun. 2027	Third quarterly KPI review support; Mosquito Awareness Week campaign; centennial content development
Jul.–Aug. 2027	Annual-report first-draft support for staff review; World Mosquito Day campaign support; ongoing dashboard, reporting, and content
Sep.–Nov. 15, 2027	Year-end reporting, transition and closeout support, continued always-on services through Term end

2. INCLUDED RETAINER DELIVERABLES

Subject to District approvals and the terms of this Agreement, the monthly retainer includes:

- Daily content and community-management support across District-approved social channels.
- Up to two short-form video deliverables per month.
- Monthly Mosquito Bytes newsletter support.
- Weekly Streamline website-update support.
- Monthly executive dashboard.
- Monthly Board-report support.
- Annual Marketing Plan.
- Annual-report design support and ACFR design support.
- Up to six printed-piece designs during the Term.

The two content-capture days described in Section B.8 are covered by the content-capture fee stated in Section 3.1 and sits outside the monthly retainer. Travel for the capture is billed separately at actual cost.

D. EXCLUSIONS AND ASSUMPTIONS

The Contract Amount does not include:

- Paid media spend, media outlet charges, platform fees, or media-buy management fees unless separately authorized.
- Printing, fabrication, postage, mailing, freight, shipping, or distribution costs.
- Photography, videography, content capture, event production, talent, equipment, or production beyond the two capture days described in Section B.8.
- Travel, which is billed separately at actual cost with no markup under Section 3.4 and requires District written approval before booking.
- Work outside the specified channels, deliverables, revision rounds, or service term.
- Legal, regulatory, medical or public-health, accessibility, privacy, records, claims-substantiation, copyright-clearance, or public-records advice or review.
- Translation services beyond routine bilingual English and Spanish content support expressly described above, unless separately approved.
- Source, native, or editable files, raw footage, raw photography, software licenses, platform account costs, or third-party rights not expressly stated as included.

E. DISTRICT APPROVALS

District will provide one District SPOC and consolidated feedback. District is responsible for factual and policy approval before publishing, posting, mailing, printing, public release, or paid-media placement. Consultant may advise on content and timing but will not publish, purchase, or incur expense without District authorization where such authorization is required.

F. INTELLECTUAL PROPERTY DELIVERABLES

Subject to Agreement Section 4 and full payment, Final Deliverables include final District-approved content, graphics, print-ready files, newsletters, reports, plans, dashboards, and other project-specific materials expressly delivered under this Exhibit A. Consultant Background IP, working files, raw files, unused concepts, templates, prompts, processes, methods, and other Excluded Materials remain Consultant property unless the Parties expressly agree otherwise in writing.

Exhibit B to Agreement 2

Additional-services rate card

RATES

The following rates apply only to work requested and approved in writing outside the Scope of Services or included-revision allowance. District must issue authorization consistent with applicable law and District policy before Consultant performs Additional Services.

SERVICE	RATE
Brand Strategist	$462/hour
Senior Graphic Designer	$275/hour
Social Media Manager	$275/hour
Senior Web Developer	$275/hour
Senior Copywriter	$275/hour
Creative Director	$275/hour
Expedited design (under two business days)	$412.50/hour
Additional revision rounds	$275/hour
Additional content-capture day, including post production	$7,300 per day, plus travel at actual cost
Photography and videography outside a capture day	Quoted per event or project
Travel day	$400/day, plus pre-approved travel expenses
Archive and delivery	$25 to $50 per project

CHANGE-ORDER REQUIREMENTS

A written change order, amendment, task order, or other District-authorized document must identify: the requested change; added or reduced deliverables; revised timeline; authorized not-to-exceed cost; applicable rates; required approvals; and any approved third-party expenses. No Additional Services will begin until required District authorization is received.

Reference Number: R1251145

CHANGE ORDER No. 2

This **Change Order No. 2** to the AGREEMENT FOR SERVICES dated 01/13/2026 ("Agreement") is between Capital Program Management, Inc. ("Client") and Terracon Consultants, Inc. ("Consultant") for additional or changed Services to be provided by Consultant for Client on the Contra Costa MVCD Project, as described in AGREEMENT FOR SERVICES. This Change Order is incorporated into and made part of the Agreement.

1. **Scope of Services**. The scope of the additional or changed Services is described in the Scope of Services section of Consultant's Change Order Proposal, unless Services are otherwise described below or in Exhibit B to this Change Order (which section or exhibit are incorporated into the Change Order).

   This Second Change Order is being requested to provide the additional inspection budget necessary to support the remaining construction activities through project completion.

   The previous Change Order was prepared based on the anticipated number of inspections remaining, as provided by the Contractor at the time. Following recent discussions with the Contractor, it was determined that the anticipated number of remaining inspections was insufficient to cover the inspection requirements through completion of the project. As a result, the budget authorized under the previous Change Order has been depleted prior to completion of the remaining inspection services.

   This Second Change Order will provide the necessary additional budget to continue inspection services for the remaining aggregate base and Hot Mix placement activities, including associated compaction inspections/testing.

2. **Compensation.** Client shall pay compensation for the additional or changed Services performed at the fees stated in the Change Order Proposal unless fees are otherwise stated below or in Exhibit C to this Change Order (which section or exhibit are incorporated into the Change Order).

   Terracon requests a budget increase of **$11,885**. Please refer to the detailed estimate below for inspection and observation services to complete the project.

All terms and conditions of the Agreement shall continue in full force and effect. This Change Order is accepted and Consultant is authorized to proceed.

Consultant:	**Terracon Consultants, Inc.**	Client:	**Contra Costa Mosquito and Vector Control District**
By:	Date: **9/1/2026**	By:	Date:
Name/Title:	**Cenk Ergin / Department Manager II**	Name/Title:	**Paula Macedo / General Manager**
Address:	**1220 Concord Ave, Ste 450**	Address:	**5750 Imhoff Dr. Suite I**
	Concord, CA 94520		**Concord, CA 94520**
Phone:	**(510) 547-7771** Fax:	Phone:	**(925) 685-9301** Fax:
Email:	**Cenk.Ergin@terracon.com**	Email:	**pmacedo@contracostamosquito.com**

Fee Estimate

Materials Services
Contra Costa MVCD Change Order 2
Terracon Project No. R1251145

DESCRIPTION	RATE	QUANTITY	UNITS	TRIPS	TOTAL QUANTITY	TOTAL
Personnel						**$ 2,380.00**
Administrative Staff	$ 120.00	4	hours	1	4	$ 480.00
Senior Engineer	$ 245.00	2	hours	1	2	$ 490.00
Project Manager	$ 240.00	4	hours	1	4	$ 960.00
Final Compliance Letter	$ 450.00	1	DOLLARS	1	1	$ 450.00
PW Northern CA Materials						**$ 8,560.00**
PW Grp 3 - Field Density Testing (Soils)						**$ 4,075.00**
Engineering Technician II	$ 170.00	4	hours	5	20	$ 3,400.00
PM Review / Daily Report	$ 120.00	1	hours	5	5	$ 600.00
Company Mileage	$ 15.00	1	Mil	5	5	$ 75.00
PW Grp 3 - Asphalt Density Testing						**$ 4,485.00**
Engineering Technician II	$ 170.00	8	hours	3	24	$ 4,080.00
PM Review / Daily Report	$ 120.00	1	hours	3	3	$ 360.00
Company Mileage	$ 15.00	1	Mil	3	3	$ 45.00
Sample Pick Up						**$ 295.00**
Engineering Technician I	$ 140.00	2	hours	1	2	$ 280.00
Company Mileage	$ 15.00	1	Mil	1	1	$ 15.00
Laboratory						**$ 650.00**
Theoretical Maximum Specific Gravity	$ 250.00	1	tests	1	1	$ 250.00
Laboratory Compaction Characteristics (Modified)	$ 400.00	1	tests	1	1	$ 400.00
Total						**$ 11,885.00**