



BOARD OF DIRECTORS

Stacy Atkins-Salazar, City of Arcata, **Chair**
Michelle Lewis-Lusso City of Blue Lake, **Vice Chair**
Leslie Castellano, City of Eureka
Randy Cady, City of Ferndale
Steve Madrone, County of Humboldt
Frank Wilson, City of Rio Dell

Meeting Agenda

Thursday, March 12, 2026, at 5:30 PM
Eureka City Council Chamber
531 K Street
Eureka, CA

HOW TO PARTICIPATE

The public is invited to attend and participate in the HWMA Board of Directors meeting using any of the following methods.

1. IN-PERSON

The public can attend and provide in-person comments during the meeting on regular agenda items and during Oral/Written Comment, at the Eureka City Council Chambers located on the second floor at 531 K Street, Eureka, California.

2. REMOTE

As a courtesy, and technology permitting, members of the public may continue to observe and participate remotely through the Zoom platform. HWMA cannot guarantee that the public's access to teleconference technology will be uninterrupted, and technical difficulties may occur from time to time. In those instances, so long as there is a board quorum and the public may still attend the meeting in person, the meeting will continue.

- a. Zoom <https://us06web.zoom.us/j/87272840425>
- b. Zoom Phone Numbers. +17207072699, Meeting ID: 87272840425

During the meeting, each period for public comment will be announced, and participants may use Zoom's "Raise Hand" feature to request to speak. If calling in via Zoom use *9 to raise and lower your hand. The meeting host will call on you, by name or last four digits of your phone number and enable the microphone when it is your turn to speak. To ensure the orderly meeting conduct, providing your name is encouraged, but not required.

3. EMAIL

The public may submit public comment via email to board@hwma.net. Any comments received up until 3:00 pm of the meeting date will be:

- a. Distributed to Board Members via email prior to the meeting,
- b. Referenced and attached to the meeting minutes.

Such email comments must identify the agenda item number in the subject line of the email. Comments received will be read into the record by staff, with a maximum allowance of three minutes (approximately 500 words) per individual comment, subject to the Chair's discretion. If a comment is received after the agenda item is heard, but before the close of the meeting, the comment will still be included as part of the written record of the meeting but will not be read into the record during the meeting.

4. TO WATCH OR LISTEN ONLY

The public may view the meeting on one-way video feed on Access Humboldt's YouTube Channel at www.youtube.com/c/accesshumboldt/live

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***Accessibility:** Accommodations and access to HWMA meetings for people with special needs must be requested in advance of the meeting at (707) 268-8680 or by emailing board@hwma.net. The Eureka City Council Chamber room is ADA accessible. This agenda and other materials are available in alternative formats upon request.*

1. Call to Order and Roll Call at 5:30 PM

2. Consent Calendar

All matters listed under the Consent Calendar are considered routine by the HWMA Board and will be enacted upon by one motion, unless a specific request for review is made by a Board Member or a member of the public. The Consent Calendar will not be read. There will be no separate discussion of these items unless pulled for discussion.

- a. Approve Minutes from the February 12, 2026, HWMA Board of Directors Meeting.
- b. Review and Approve Draft December 2025 Financial Reports.
- c. Approve Request for Bids for the Purchase of Gas Extraction System Flare Heat shields.

3. Oral and Written Communications

This time is provided for people to address the board or to submit written communications concerning matters not on this agenda. Board Members may respond to statements, but any request that requires board action will be referred to staff for review. Reasonable time limits may be imposed on both the total amount of time allocated for this item, and on the time permitted to each individual speaker. Such time allotment or portion thereof shall not be transferred to other speakers.

4. Receive Presentation on Compensation Study

5. Receive Presentation on Mid-Year Budget Adjustments

6. Organics Processing Feasibility Request for Proposals

7. Standing Item: Board Member Report

8. Standing Item: Executive Director's Report

9. Closed Session: It is the intention of the Board of Directors to meet in closed session for one item:

- a. Closed session pursuant to Government Code 54956.8 Real Property to consider potential price and terms of purchase of Property APN 405-081-039.

10. Adjourn.



BOARD OF DIRECTORS

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Steve Madrone, County of Humboldt
Frank Wilson, City of Rio Dell

Minutes

Thursday, February 12, 2026, at 5:30 PM

Eureka City Council Chamber

Present: Stacy Atkins-Salazar, Elise Scafani (alternate for Michelle Lewis-Lusso),
Leslie Castellano, Randall Cady.
Absent: Michelle Lewis-Lusso, Steve Madrone, Frank Wilson
Staff: Eric Keller-Heckman, Tony Heacock, Helder Morais, Hilary Schwartz
Legal Counsel: Nancy Diamond

1. Call to Order and Roll Call at 5:30 PM

Chairperson Atkins-Salazar called the meeting to order at 5:30 PM. A quorum was present and acting.

2. Consent Calendar

- a. Approve Minutes from the January 8, 2026, HWMA Board of Directors Meeting
- b. Review and Approve Draft November 2025 Financial Reports

Chairperson Atkins-Salazar inquired if there were any requests to pull items from the Consent Calendar, and there were no requests.

Chairperson Atkins-Salazar opened the floor to public comment, and no public comment on the Consent Calendar was received.

Chairperson Atkins-Salazar closed the floor to public comment.

Motion: **Director Cady** motioned, and **Director Castellano** seconded, to approve items a) through b) of the Consent Calendar as delivered
Action: Approve the Motion as made by **Director Cady** and seconded by **Director Castellano**
Ayes: Unanimous
Noes: None
Absent: **Directors Lewis-Lusso, Wilson and Madrone**

3. Oral and Written Communications

Chairperson Atkins-Salazar opened the floor to public comment regarding items not on the agenda. No public comment was received.

Chairperson Atkins-Salazar closed the floor to public comment.

4. Receive Auditor's Report for Fiscal Year 2024-2025

Director Schwartz informed the board that the annual financial audit is a tool by which the board and the general public may measure the fiscal health of the Authority. The HWMA Board approved a request for proposals (RFP) for financial audit services in November 2024, and the contract was awarded to the successful proposer, Richardson & Company, LLP, in April 2025. Following the close of Fiscal Year 2024-2025, the auditors completed a thorough examination of all aspects of the Authority's financial systems and provided recommendations in their independent audit report. Staff has implemented or partially implemented many of the recommendations and will work closely with the auditors to ensure continuing compliance with Governmental Accounting Standards Board (GASB) standards in all financial reporting.

Ingrid Sheipline of Richardson & Company, LLP, presented a detailed overview of her firm's reporting on the Authority's financial statements. Miss Sheipline's presentation covered the auditor's opinion of the financial statements, the internal control and compliance report, the required governance letter, and a letter to management with recommendations for improvement. The auditors issued an unmodified or clean opinion, which means they determined that the Authority's financial statements were fairly presented in accordance with required accounting principles.

Miss Sheipline provided some points of discussion regarding the Authority's financial statements. The first discussion item was the Authority's negative unrestricted Net Position, which is related to two long-term liabilities: the Cummings Road Landfill estimated post-closure liability of approximately \$10 million, described in Note D to the financial statements; and the Pension Plan liability of approximately \$2 million, described in Note F. There were no significant changes in actuarial assumptions in Fiscal Year 2024-2025. With about \$5 million in assets, the Authority's financial position is good, but accounting regulations require the Authority to accrue and disclose the long-term liabilities, which results in negative equity on the balance sheet.

The Statement of Revenues and Expenses reflects net income of \$881,000 added to reserves, which is comparable to net income in Fiscal Year 2023-2024. Note E to the financial statements describes the Authority's reserves, which total approximately \$3.2 million, including a pledge of revenue for landfill post-closure costs that has been designated as restricted. Note I to the financial statements details a restatement that reduced net position by \$159,278 for sick leave accrual expected to be used, which is now required per GASB Statement 103. An additional restatement was made to correct an error in an asset disposal transaction.

The Internal Control and Compliance Report noted no internal control weaknesses and reflects the auditor's opinion that the Authority complied with applicable laws and regulations related to the financial statements. The Governance Letter focuses on information the auditors are legally required to disclose, such as areas where management judgement and/or estimates were relied upon in the financial statements. The auditors encountered no difficulties in performing the audit and no unusual accounting practices. A total of 3 adjustments were made by the auditors.

The Management Letter outlines recommendations for improvement in financial accounting, but not material weakness. The auditors provided six recommendations:

1. Changes to the capitalization policy
2. Develop an anti-fraud/whistleblower policy
3. Develop a risk assessment process
4. Revisions to the reserve policy
5. Date bank transfers as of transaction date
6. Payroll to be reviewed by Executive Director

Director Castellano requested clarification of terminology related to the reserve policy. Miss Sheipline responded that the auditors recommended that the Authority better define the intent of each reserve fund, and if the reserve level is a function of operating revenue. **Chairperson Atkins-Salazar** thanked staff for their contribution to the audit process.

Chairperson Atkins-Salazar opened the floor to public comment. No public comment was received.

Chairperson Atkins-Salazar closed the floor to public comment.

5. Receive Presentation on Carpet Recycling

Director Morais gave a presentation to the board on carpet recycling. Over 340 million pounds of carpet end up in California landfills each year that could be recycled into new products. Old carpet can be recycled into new carpet fiber, tiles, and underlayment, as well as a range of products used in industries including automotive, transportation, construction, and home and garden. **Director Morais** explained that the HWMA joined the Carpet America Recovery Effort (CARE) when the program first started in 2012. When customers come over the HWMA's inbound scale with carpet, they are directed to a dedicated 28-foot box trailer that is staged at the Transfer Station. The customer offloads their carpet, which must be reasonably clean, cut in to 4 to 6-foot lengths, and rolled backing side facing out, and then stacks the rolls in the box trailer from front to back. When the customer returns to the outbound scale, they inform the scale attendant that they recycled carpet and they are charged just \$2 for up to 400 pounds of carpet, significantly less than the solid waste tip fee. Since the program's inception, the HWMA has diverted over 2.3 million pounds of carpet from the landfill.

Director Scafani inquired if most of the carpet came from professional installers. **Director Morais** responded that the carpet comes from both professional installers and homeowners. **Director Castellano** expressed her appreciation for the program and inquired about end uses for recycled carpet. **Director Morais** described a variety of products that are manufactured from recycled carpet. **Chairperson Atkins-Salazar** inquired about how much carpet was included for the fee of \$2. **Director Morais** indicated that 400 pounds of carpet typically fills the back of a pick-up truck, and that a homeowner who is replacing carpet in one room will generally weigh in under the 400 pound limit. **Chairperson Atkins-Salazar** expressed appreciation for the information about both mattress and carpet recycling at HWMA that she can provide to her constituents. **Director Cady** requested clarification about the acceptable length of carpet

sections, and **Director Morais** replied that the acceptable length is 4 to 6 feet, which makes the rolls easier for customers to stack in the trailer.

Chairperson Atkins-Salazar opened the floor to public comment. No public comment was received.

Chairperson Atkins-Salazar closed the floor to public comment.

6. Receive Update on Organics Processing Feasibility Study

Executive Director Keller-Heckman provided an update on the Organics Processing Feasibility Study following staff's review of the proposal that was submitted. He began by reviewing the timeline of the study and RFP process that began in November 2024. Following two unsuccessful circulations, the RFP was re-released in October 2025 and one proposal was received. Following staff review, the proposal was deemed nonresponsive due to missing required documents. Meetings were held with jurisdiction staff who had earmarked grant funds for this study. The majority of jurisdiction staff felt that grant funds should be reallocated to other SB 1383 purposes until such time as organics collections and acceptance is underway in Humboldt County.

Director Castellano reflected on the long path to SB 1383 compliance for local jurisdictions. She inquired why the feasibility study RFP had received so few responses and how the board could move the process forward. **Executive Director Keller-Heckman** responded that the scope of the original RFP was too broad, particularly combined with the lack of collection and processing data available at the time. He acknowledged that despite great efforts on the part of staff, jurisdictions, and the franchise haulers, the rural nature of our area is an obstacle for consulting firms already engaged in larger projects. Once in-county organics collection is underway, there will be more data to guide potential proposers. **Executive Director Keller-Heckman** emphasized that staff has not given up on in-county processing or feasibility.

Director Scafani asked about the date collection will commence, and **Executive Director Keller-Heckman** indicated that the precise date has not been determined at this time. **Director Scafani** inquired if there was currently in-county greenwaste processing, and **Executive Director Keller-Heckman** replied that there was not. Staff seeks to develop solutions for all organic material processing that will encompass both greenwaste and food waste. **Director Castellano** asked if collection might commence at different times in different jurisdictions. **Executive Director Keller-Heckman** responded that while exact commencement dates may vary, there will be a coordinated plan to roll out services across the jurisdictions in concert with franchise agreement and facility updates. **Chairperson Atkins-Salazar** acknowledged the broad community support for local organics processing, despite the challenges of the roll out.

Chairperson Atkins-Salazar opened the floor to public comment. **Praj White**, Northpoint Consulting, provided public comment on the proposal his firm submitted for the feasibility study. Mr. White took responsibility for the omission of the anti-collusion statement that was required for a complete submission and expressed his enthusiasm to complete the study with his team of consultants if the contract was awarded to his firm.

Evan Edgar, Edgar & Associates, provided public comment on the strength of the local team involved in the RFP submission and concurred with **Executive Director Keller-Heckman**'s assessment that the larger consulting firms were too busy for this project.

Chairperson Atkins-Salazar closed the floor to public comment.

Director Castellano inquired if Northpoint Consulting provided the required anti-collusion statement, would their proposal be deemed responsive. **General Counsel Diamond** responded that the proposal had been rejected and the request was closed out. The board could direct staff to re-release the RFP and review a new round of proposals if they so choose. **Director Castellano** expressed hope that the board could engage in a more detailed conversation about the study. **Executive Director Keller-Heckman** indicated that jurisdiction staff who have earmarked grant funds will benefit from some direction from the board at this time.

Chairperson Atkins-Salazar agreed that staff needed direction regarding grant funding. **Director Scafani** inquired that, if the RFP was re-released, would the Authority move forward with a responsive proposal. **Executive Director Keller-Heckman** indicated that the Authority would support that decision but also seek confirmation from jurisdiction staff regarding use of grant funds. **Chairperson Atkins-Salazar** asked if the determination of nonresponsiveness had been subject to a board vote, and **Executive Director Keller-Heckman** responded it had not. **General Counsel Diamond** indicated that it was a board level decision to deem a proposal nonresponsive. **Executive Director Keller-Heckman** responded that historically, RFP responsiveness has been determined at the staff level.

Director Cady inquired if grant funds were not used now, would they be available in the future. **Executive Director Keller-Heckman** responded that the funds currently earmarked for the feasibility study would be reallocated to other projects if the contract is not awarded now. **Director Scafani** suggested that the feasibility study be brought back at the next board meeting for further consideration. **Executive Director Keller-Heckman** affirmed that he would be meeting with jurisdiction staff in the next week to gather their input regarding the proposal and best use of available grant funds.

- Motion:** **Director Scafani** motioned, and **Director Cady** seconded, that the Organics Feasibility Study proposal be brought before the board for further evaluation at the next meeting
- Action:** Approve the Motion as made by **Director Scafani** and seconded by **Director Cady**.
- Ayes:** **Directors Cady, Scafani, and Castellano**
- Noes:** **Chairperson Atkins-Salazar**
- Absent:** **Directors Lewis-Lusso, Madrone and Wilson**

7. Discuss Strategic Vision Planning

Executive Director Keller-Heckman described how the board had requested that Strategic Vision Planning be agendaized for discussion. Staff had requested that the board provide direction on the intended timing and time frame of the planning and which jurisdiction staff and/or consultants should participate. **Chairperson Atkins-Salazar** commented that three regular board members were absent. **Director Castellano** indicated that she would like to complete the project with a consultant and jurisdiction staff before the end of her term on the Eureka City Council. **Director Scafani** concurred that she would prefer to start on strategic vision planning now. **Chairperson Atkins-Salazar** noted there was general consensus among board members to proceed.

Chairperson Atkins-Salazar opened the floor to public comment. No public comment was received.

Chairperson Atkins-Salazar closed the floor to public comment.

General Counsel Diamond inquired if the board would like to make a motion to form a subcommittee. The board members discussed interest and availability in the coming month and concluded that a three-person subcommittee of **Chairperson Atkins-Salazar** and **Directors Cady** and **Castellano** should be proposed.

Motion:	Director Castellano motioned, and Director Scafani seconded, for Chairperson Atkins-Salazar and Directors Cady and Castellano to form a subcommittee for Strategic Vision Planning.
Action:	Approve the Motion as made by Director Castellano and seconded by Director Scafani
Ayes:	Unanimous
Noes:	None
Absent:	Directors Lewis-Lusso, Madrone and Wilson

8. Standing Item: Board Member Reports

The Directors had no further reports.

9. Standing Item: Executive Director's Report

Executive Director Keller-Heckman reported that CalRecycle would be issuing the Authority a new Notice to Proceed for the Organics ORG7 grant. The new grant agreement has been executed, and the Authority is now authorized to proceed with the facility upgrades necessary to accept organic material at the Hawthorne Street Transfer Station. Additionally, CalRecycle approved the Authority's request for an extension of the grant term through April 2027.

10. Closed session

It is the intention of this Board of Directors to meet in closed session for one item, pursuant to Government Code 54956.8 Real Property, to consider the potential price and terms of purchase of APN 405-081-036.

11. Report Out of Closed Session: No report.

Chairperson Atkins-Salazar adjourned the Closed Session at 7:14 pm.



**HUMBOLDT WASTE
MANAGEMENT AUTHORITY**

Staff Report

DATE: March 5, 2026. For Meeting of: March 12, 2026

FROM: Hilary Schwartz, Director of Finance

SUBJECT: Item 2b)
Receive Draft December 2025 Financial Reports

RECOMMENDED ACTION: Voice Vote

- 1) Review and Approve Draft December 2025 Financial Reports

DISCUSSION:

Background:

Each month, staff presents an update on the Authority's financials based on activity to-date for the current month. This enables staff to provide a complete presentation of the full financial activity for that period, as financial data will have been recorded and finalized for the reporting period at that point.

Each year, pending the finalization of the Authority's financial audit, these financial reports are presented as *preliminary* financial reports. Once the audit is finalized and staff closes the prior fiscal year, information presented will represent accurate to-date financial activity and will be marked as such.

The Authority's cash position is comprised of seven accounts: 1) the Authority's checking account, which handles the day-to-day expenses; 2) the Operating Reserve investment account; 3) the Capital Improvement investment account; 4) the Rate Stabilization investment account; 5) the Long-Term Funding investment account; 6) the Cummings Road Landfill Pledge of Revenue investment account; and 7) the Employee Benefits investment account. Together, the balances in these accounts constitute the total cash available to the Authority for reserves and operating activities. The current balances of the Authority's operating and investment accounts as of December 31, 2025, are as follows:

1)	Cash on hand	\$	2,725,131.13
2)	Operating Reserve	\$	1,503,127.28
3)	Capital Improvement Fund	\$	930,709.59
4)	Rate Stabilization Reserve	\$	400,000.00
5)	Long-Term Funding	\$	314,143.95
6)	CRL Pledge of Revenue	\$	199,180.35
7)	Employee Benefits Reserve	\$	150,000.00

Authority Financials:

Attachment 2b.1 contains the draft December 2025 financial reports, for board review and discussion. An analysis of that information as it relates to revenues and expenses, and current month disbursements to vendors and employees, is provided herein.

Revenues:

Revenues for December 2025 performed at approximately 1.4% above budget estimates for Fiscal Year 2025-2026. These estimates encapsulate all activity throughout the Authority, although finances will be influenced by future payouts of fees passed through to Member Agencies, revenue shares for salvaged materials sales, and the delayed receipt of grant revenues for grant-based projects. In December 2025, higher-than-expected recycling and Hazardous Waste revenue was offset by lower-than-expected treated wood and tire revenues. The Authority's invested reserves earned \$5,351.69 interest income in December 2025.

Staff continues to monitor diversion programs in terms of not only cost, but self-sustaining viability. At present, all divisions are fully funded from self-sustaining revenues or fees passed through from Self-Haul, Franchise, and Satellite facility tipping fees.

Expenses:

Operating expenses for December 2025 were approximately 1.7% above budget estimates, including expenses related to depreciation of Authority assets, and quarterly payments to Member Agencies for pass-through payments. In December 2025, higher overall expenses tracked with higher seasonal revenue. Small tools and printing expenses were higher than budget estimates, while tire disposal and safety expenses were lower than estimates. Staff continues to maintain strong control of ongoing expenses with particular attention to annual trends as the next fiscal year's budget preparation cycle approaches.

Monthly disbursements to Authority vendors and employees are summarized in Attachment 2b.1 (*Statement of Cash Flow*) for the month of December 2025. These disbursements are comprised primarily of day-to-day costs, representing \$492,755.68 in transportation and disposal costs, \$267,780.71 in payroll and employee benefit costs, and \$230,223.47 in pass-through allocations to member agencies.

Staff's Recommendation:

Staff recommends the board review and approve the draft December 2025 Financial Reports.

Attachments:

- 2b.1) Draft December 2025 Financial Reports



Humboldt Waste Management Authority

Draft Balance Sheet
As of December 31, 2025
Attachment 2b.1

	TOTAL
ASSETS	
Current Assets	
Bank Accounts	
1000 Checking - Columbia Bank	2,611,805.14
1001 CRL Pledge-8913	35,690.80
1002 Rate Reserve-6008	150,734.78
1003 CIP-3488	78,278.22
1004 LAIF	1,485,604.14
1005 CLASS	
10051 CLASS - CIP	881,677.77
10052 CLASS - LTF	132,788.03
10053 CLASS - CRL	156,115.95
10054 CLASS - RS	401,936.64
10055 CLASS - EB	150,726.24
Total 1005 CLASS	1,723,244.63
1015 Change Bank	5,500.00
Total Bank Accounts	\$6,090,857.71
Accounts Receivable	
1020 Accounts Receivable	1,007,284.56
1030 Allowance for Doubtful Accounts	0.00
Total Accounts Receivable	\$1,007,284.56
Other Current Assets	
1025 A/R - Other	0.00
1045 Prepaid Expenses	55,137.46
1050 Prepaid Insurance	169,962.59
1055 Undeposited Funds	177.84
Due from Other Governments	0.00
Total Other Current Assets	\$225,277.89
Total Current Assets	\$7,323,420.16
Fixed Assets	
1100 Land - Admin	2,809,139.62
1200 Land Improvements	
1201 Admin	1,468,543.91
1202 Transfer Station	903,375.59
1203 HHW	7,050.00
1204 Landfill	32,506.91
1205 Organics	15,696.00
Total 1200 Land Improvements	2,427,172.41

Humboldt Waste Management Authority

Draft Balance Sheet

As of December 31, 2025

	TOTAL
1300 Buildings	
1301 Admin	0.00
1302 Transfer Station	2,632,084.25
1303 HHW	300,742.17
1305 Organics	9,642.53
Total 1300 Buildings	2,942,468.95
1400 Building Improvements	
1401 Admin	50,076.58
1402 Transfer Station*	382,173.63
1403 HHW	218,564.55
1404 Landfill	24,068.95
1405 Organics	64,371.90
Total 1400 Building Improvements	739,255.61
1500 Equipment	
1501 Admin	40,398.50
1502 Transfer Station*	1,880,566.00
1503 HHW	89,463.99
1504 Landfill	787,162.02
1505 Organics	151,157.65
1507 Programs	0.00
Total 1500 Equipment	2,948,748.16
1600 Office Equipment	
1601 Admin	19,045.66
1605 Organics	0.00
Total 1600 Office Equipment	19,045.66
1700 Vehicles	
1701 Admin	28,790.62
1702 Transfer Station*	13,576.24
1703 HHW	46,079.18
1704 Landfill	48,292.28
Total 1700 Vehicles	136,738.32
1800 Software	
1801 Admin	69,573.89
Total 1800 Software	69,573.89
1900 Accumulated Depreciation	(7,091,107.71)
Total Fixed Assets	\$5,001,034.91
Other Assets	
1035 Deferred Outflows - Pension	666,383.00
1910 Waste Authority Permit	221,171.00
1920 Land Purchase Option - CRBAS	0.00
Total Other Assets	\$887,554.00

Humboldt Waste Management Authority

Draft Balance Sheet

As of December 31, 2025

	TOTAL
TOTAL ASSETS	\$13,212,009.07
LIABILITIES AND EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
2000 Accounts Payable	1,070,144.11
Total Accounts Payable	\$1,070,144.11
Credit Cards	
2005 2005 Umpqua Bank Visa	0.00
2006 Unassigned	0.00
2007 Heacock	0.00
2008 Schwartz	0.00
2009 Keller	0.00
Total 2005 2005 Umpqua Bank Visa	0.00
Total Credit Cards	\$0.00
Other Current Liabilities	
2010 Accounts Payable - Other	0.00
2015 Accrued 457 deferrals payable	0.00
2020 Accrued AFLAC	316.75
2022 Accrued Bank Charges	4,202.56
2025 Accrued CalPERS	0.00
2026 UAL CalPERS	0.00
2030 Accrued CalPERS - Clearing	0.00
2035 Accrued FWH/MED	0.00
2040 Accrued Payroll	0.00
2045 Accrued PR Taxes	0.00
2050 Accrued PTO Current Portion	281,067.32
2055 Accrued SUI/ETT	0.00
2060 Accrued SWH/SDI	0.00
2065 Deferred Revenue - DOC/AB939	35,000.72
2070 Deferred Revenue - OPP	33,442.57
2071 Deferred Revenue - Tire Grant	0.00
2075 Garnishments Payable	0.00
2076 LT Liability Current Portion	126,688.96
2080 Note Payable - Chase	0.00
24000 Payroll Liabilities	0.00
24001 Garnishment -Weaver	0.00
Total 24000 Payroll Liabilities	0.00
Total Other Current Liabilities	\$480,718.88
Total Current Liabilities	\$1,550,862.99

Humboldt Waste Management Authority

Draft Balance Sheet

As of December 31, 2025

	TOTAL
Long-Term Liabilities	
2100 Deferred Inflows - Pension	12,103.00
2105 Accrued Long Term PTO Liability	170,702.10
2110 Landfill Closure Estimated	10,099,276.00
2130 Lease Payable - Columbia EF	749,664.35
2135 Less Current Portion LT Liability	(126,688.96)
2140 Net Pension Obligation	1,232,062.00
Total Long-Term Liabilities	\$12,137,118.49
Total Liabilities	\$13,687,981.48
Equity	
3000 Opening Balance Equity	0.00
3010 Investment in Capital Assets	3,983,796.07
3030 Prior Period Adjustments	(30,399.40)
3050 Restricted for Post-Closure Liability	155,723.00
3200 Retained Earnings	(5,668,288.00)
Net Income*	1,083,195.92
Total Equity	\$ (475,972.41)
TOTAL LIABILITIES AND EQUITY	\$13,212,009.07

* Net income reduced by \$380,525.30 YTD reserve replenishment



Humboldt Waste Management Authority

Statement of Cash Flows

December 2025

Attachment 2b.1

	TOTAL
OPERATING ACTIVITIES	
Net Income	56,205.17
Adjustments to reconcile Net Income to Net Cash provided by operations:	
1020 Accounts Receivable	(117,359.75)
1045 Prepaid Expenses	9,189.59
1050 Prepaid Insurance	28,327.10
2000 Accounts Payable	85,116.43
2007 2005 Umpqua Bank Visa:Heacock	(2,772.20)
2008 2005 Umpqua Bank Visa:Schwartz	(1,615.70)
2015 Accrued 457 deferrals payable	0.00
2020 Accrued AFLAC	0.00
2022 Accrued Bank Charges	(56.75)
2025 Accrued CalPERS	0.00
2035 Accrued FWH/MED	0.00
2060 Accrued SWH/SDI	0.00
24001 Payroll Liabilities:Garnishment -Weaver	0.00
Total Adjustments to reconcile Net Income to Net Cash provided by operations:	828.72
Net cash provided by operating activities	\$57,033.89
FINANCING ACTIVITIES	
2130 Lease Payable - Columbia EF	(15,502.69)
Net cash provided by financing activities	\$ (15,502.69)
NET CASH INCREASE FOR PERIOD	\$41,531.20
Cash at beginning of period	6,049,504.35
CASH AT END OF PERIOD	\$6,091,035.55



Humboldt Waste Management Authority

Bill Payment List

December 2025

Attachment 2b.1

DATE	NUM	VENDOR	AMOUNT
1000 Checking - Columbia Bank			
12/04/2025	BP506	CalPERS	-6,953.62
12/01/2025	CBGHGN1XCLDP	Valeo Networks	-4,258.07
12/04/2025	BP508	FedEx	-171.11
12/10/2025	XWJVYKD7D7	City of Eureka Water	-775.94
12/10/2025	JH73JHJN5Y	City of Eureka Water	-686.86
12/01/2025	2511122229696	PG&E 053-6	-2,807.81
12/04/2025	BP513	CalPERS	-7,510.11
12/04/2025	BP514	CalPERS	-1,676.00
12/02/2025	ACH-013214010	Humana Insurance	-4,321.64
12/04/2025	BP517	Empower	-325.00
12/01/2025	BP518	Blue Shield of California	-43,234.84
12/04/2025	CBEQUXFS34KQ	Valeo Networks	-3,198.11
12/04/2025	SPACH387	McMaster-Carr Supply Company	-789.67
12/04/2025	101012	Humboldt Recycling Leachate	-13,018.80
12/04/2025	SPACH388	Airgas USA, LLC	-224.91
12/04/2025	SPACH386	WSP USA, Inc	-35,296.83
12/04/2025	101019	SWRCB	-1,723.00
12/04/2025	101009	Humboldt Sanitation	-16,858.12
12/04/2025	101017	B&B Portable Toilets	-411.53
12/04/2025	SPACH385	Amazon Capital Services, Inc.	-462.77
12/04/2025	101015	Shafer's Ace Hardware	-29.35
12/04/2025	101021	Pacific Motorsports	-701.46
12/04/2025	101001	Cox Rasmussen	-4,945.00
12/04/2025	101011	Picky. Picky, Picky Surplus, Inc	-248.03
12/04/2025	101018	Eureka Times Standard	-4,482.00
12/04/2025	101003	City of Eureka Discharge Fees	-5,940.00
12/04/2025	101014	North Coast Lock & Key	-429.56
12/04/2025	101004	WM Corporate Services, Inc	-3,325.60
12/04/2025	SPACH382	Streamline	-555.00
12/04/2025	101007	Lost Coast Communications, Inc	-750.00
12/04/2025	SPACH384	Mendes Supply Company	-646.05
12/04/2025	SPACH383	I-5 Tire, Inc.	-1,080.00
12/04/2025	101022	Holt of California	-1,263.54
12/04/2025	101016	Copiers Plus	-248.72
12/04/2025	101002	Pacific Paper Co.	-57.74
12/04/2025	101006	Humboldt Transit Authority.	-5,280.00
12/04/2025	101010	Pierson Building Center	-76.54
12/04/2025	101013	Peterson CAT	-287.36
12/04/2025	101020	Bettendorf Enterprises, Inc	-994.35
12/04/2025	101005	James L. Able Forestry Consultants, Inc	-877.50
12/04/2025	101008	North Coast Journal	-5,407.00
12/11/2025	101023	SWRCB	-78,467.00
12/11/2025	101024	Advanced Security Systems.	-354.00
12/11/2025	101026	Bettendorf Enterprises, Inc	-1,981.84

Humboldt Waste Management Authority

Bill Payment List

December 2025

DATE	NUM	VENDOR	AMOUNT
12/11/2025	101025	Hooven	-7,257.49
12/17/2025	582546	Humboldt Community Services District	-54.31
12/11/2025	BP521	CalPERS	-6,726.45
12/11/2025	BP522	CalPERS	-1,676.00
12/11/2025	BP523	CalPERS	-7,530.16
12/21/2025	25896273	Optimum Business	-440.90
12/11/2025	34571	Thumpers Mechanical	-3,345.00
12/10/2025	199b931b959b59b	Mission Linen Supply	-1,186.84
12/11/2025	BP527	Empower	-325.00
12/10/2025	8c5d903f0321fc9	Mission Linen Supply	-1,066.40
12/11/2025	SPACH389	Amazon Capital Services, Inc.	-538.81
12/11/2025	SPACH390	Schuyler Rubber Co., Inc	-4,626.53
12/22/2025	2512060408028	PG&E 550-3	-132.40
12/29/2025	2512130374358	PG&E 053-6	-2,709.25
12/15/2025	BP531	Recology Humboldt County	-225.00
12/08/2025	BP530	Zultys, Inc.	-717.43
12/12/2025	D-333371-121225	Valley Pacific Petroleum Services, Inc	-3,272.75
12/28/2025	9D3307	Western Health Advantage	-7,861.26
12/25/2025	BP536	Columbia Bank	-4,387.90
12/26/2025	2512112501925	PG&E 724-3	-2,523.79
12/15/2025	BP540	AFLAC	-633.50
12/31/2025	BP542	Redheaded Blackbelt	-250.00
12/18/2025	101037	AT&T Calnet	-39.89
12/18/2025	101048	Humboldt Recycling Leachate	-12,710.49
12/18/2025	SPACH397	Airgas USA, LLC	-177.10
12/18/2025	SPACH393	WSP USA, Inc	-4,784.75
12/18/2025	101039	Humboldt Sanitation	-11,986.11
12/18/2025	101046	B&B Portable Toilets	-411.53
12/18/2025	101044	Miller Farms Nursery, Inc	-216.35
12/18/2025	101028	Kernen Construction.	-662.02
12/18/2025	SPACH396	Microbac Laboratories, Inc	-4,367.00
12/18/2025	SPACH404	Amazon Capital Services, Inc.	-72.73
12/18/2025	SPACH395	Clean Harbors Environmental Services	-23,047.00
12/18/2025	101047	Recology Humboldt County Samoa	-4,196.93
12/18/2025	SPACH391	Gallagher Benefit Services, Inc.	-6,600.00
12/18/2025	SPACH394	Humboldt Organic Solutions, LLC	-46,131.56
12/18/2025	101050	Lawrence & Associates	-2,707.50
12/18/2025	101031	Law Offices of Nancy Diamond	-1,000.00
12/18/2025	101043	Picky. Picky, Picky Surplus, Inc	-520.87
12/18/2025	SPACH403	Restif Cleaning Service Cooperative, Inc.	-500.00
12/18/2025	101038	Mad River Union	-202.00
12/18/2025	101034	City of Eureka Discharge Fees	-6,840.00
12/18/2025	101040	Edgar & Associates, Inc	-521.25
12/18/2025	101042	WM Corporate Services, Inc	-2,714.54
12/18/2025	101051	Access Humboldt	-101.40

Humboldt Waste Management Authority

Bill Payment List

December 2025

DATE	NUM	VENDOR	AMOUNT
12/18/2025	SPACH400	Streamline	-555.00
12/18/2025	101035	Humboldt Recycling Propane	-3,440.00
12/18/2025	101030	New Directions	-1,167.50
12/18/2025	101032	Lost Coast Communications, Inc	-750.00
12/18/2025	SPACH399	Mendes Supply Company	-200.02
12/18/2025	101029	Eel River Transportation & Storage	-1,761.50
12/18/2025	101041	Rogers Machinery Company, Inc.	-3,740.79
12/18/2025	SPACH398	I-5 Tire, Inc.	-373.50
12/18/2025	SPACH405	Call2Recycle, Inc.	-5,854.80
12/18/2025	SPACH392	ULINE	-1,970.66
12/18/2025	SPACH402	Dry Creek Landfill	-450,240.19
12/18/2025	101033	Thrifty Supply Company	-78.26
12/18/2025	101045	Copiers Plus	-248.72
12/18/2025	101027	Pacific Paper Co.	-128.87
12/18/2025	101036	Peterson CAT	-159.50
12/18/2025	SPACH401	Blue Dream HR LLC	-2,100.00
12/18/2025	101049	Bettendorf Enterprises, Inc	-5,481.50
12/10/2025	BP551	Verizon Wireless	-1,015.04
Total for 1000 Checking - Columbia Bank			\$ -930,396.42
2005 2005 Umpqua Bank Visa			
2008 Schwartz			
12/09/2025	690929	Crystal Springs Bottled Water	270.00
12/02/2025	BP535	707 Pest Solutions.	155.00
Total for 2008 Schwartz			\$425.00
Total for 2005 2005 Umpqua Bank Visa			\$425.00
Not Specified			
12/10/2025	VC-1500178	Rogers Machinery Company, Inc.	0.00
Total for Not Specified			\$0.00



Humboldt Waste Management Authority

Draft A/R Aging Summary

As of December 31, 2025

Attachment 2b.1

	CURRENT	1 - 30	31 - 60	61 AND OVER	TOTAL
707 Pest Solutions			77.14		\$77.14
A & I Roofing	348.16				\$348.16
A-1 Cleaning Service	41.68	0.50			\$42.18
Abercrombie Construction	227.24	12.50			\$239.74
Above Board Construction and Roofing	1,438.51				\$1,438.51
ACGC Inc.	1,283.31				\$1,283.31
Advanced Security Systems	29.19				\$29.19
Alchemy Construction Inc.	28.01				\$28.01
Alcohol Drug Care Services	27.10				\$27.10
Alves Inc.	3,070.99				\$3,070.99
Anderson Construction	177.58		22.93		\$200.51
Arcata Bay Self Storage	148.01				\$148.01
Ark Design Construction and Roofing Inc.	1,017.38				\$1,017.38
Arnold's Family Construction LLC	1,289.55	828.40	112.58		\$2,230.53
Arts Roofing LLC	8,908.36				\$8,908.36
Ayres Enterprises	37.53				\$37.53
Barry Smith Construction	335.65				\$335.65
Bedliners Plus	293.96				\$293.96
Benchmark Realty Group	20.85				\$20.85
Bethel Church	60.46				\$60.46
Bettendorff Trucking - Shop	271.02				\$271.02
Bigfoot Construction Inc.			(3.89)		\$ (3.89)
Blackwell Construction	517.03				\$517.03
Blossom Landscaping & Handyman Service	1,130.20				\$1,130.20
Blue Lake Enterprises	327.31				\$327.31
Blue Sky Roofer	598.34	1,836.70			\$2,435.04
Bode Construction	70.20				\$70.20
Buddy's Auto Center	47.95				\$47.95
Bureau of Land Management Arcata	39.61	12.66		19.00	\$71.27
Cal Poly Humboldt- Garbage	8,556.02	2,328.72			\$10,884.74
Carpet Depot	296.03				\$296.03
Carter & Company	12.50				\$12.50
CDH Painting	62.55				\$62.55
Century Service Center	229.33				\$229.33
Chris Rutter Construction	47.95				\$47.95
Ciraulo Plumbing Services	27.10				\$27.10
City of Eureka - Environmental Services	2,500.00				\$2,500.00
City of Eureka - Facilities	12.50				\$12.50
City of Eureka - Harbor	173.99				\$173.99
City of Eureka - Parks	903.96				\$903.96
City of Eureka - Sewer Collections	3,508.72				\$3,508.72
City of Eureka - Streets	530.96				\$530.96
City of Eureka-Engineering				2,983.74	\$2,983.74
Clayton Construction	50.04				\$50.04
CM Construction	18.76	47.95			\$66.71

Humboldt Waste Management Authority

Draft A/R Aging Summary

As of December 31, 2025

	CURRENT	1 - 30	31 - 60	61 AND OVER	TOTAL
Coast Seafoods Company	940.24				\$940.24
Coastal Co Builders	2,360.53				\$2,360.53
Colburn Electric	230.30				\$230.30
County of Humboldt ADA Compliance		89.65			\$89.65
Curb Appeal Construction	686.27	339.82			\$1,026.09
David Allen Construction	463.17				\$463.17
DCI Construction	444.07				\$444.07
Del Reka	112.57				\$112.57
Delta Mattress & Sofa Outlet	190.40				\$190.40
Developed Employment Services	142.22	74.37			\$216.59
Diamond Drywall	740.10				\$740.10
DS Construction	12.50	106.32	237.67		\$356.49
Duncan Electric	219.08				\$219.08
Earth Care Landscaping	12.51				\$12.51
Eel River Transportation & Salvage	421.80				\$421.80
Ellena Construction	81.31				\$81.31
Emerald Custom Construction	77.14	68.80			\$145.94
Emerald Forest Cabins & RV	323.14				\$323.14
Equity Building	120.92	75.05			\$195.97
Eric Finkle	79.22				\$79.22
Eureka City Schools	6,627.49				\$6,627.49
Eureka Floor Carpet One	10.30				\$10.30
Eureka Glass Co. Inc.	544.12				\$544.12
Eureka Housing Authority	144.51	399.75			\$544.26
Eureka Humboldt Fire Extinguisher	25.02				\$25.02
Eureka Overhead Door Company	348.14				\$348.14
Eureka Rescue Mission	735.93				\$735.93
Eureka the Pentecostal Church	52.12				\$52.12
Evans Mechanical	50.00				\$50.00
Figas Construction	425.28	596.26	157.68		\$1,179.22
Fitz It Right Plumbing	377.30	254.63	179.23		\$811.16
Forbes Cabinets	617.09				\$617.09
Forest Builder 707	679.65				\$679.65
Frank Zabel Trucking Inc.	30.10				\$30.10
Frazier Rental & Development	469.07	164.70			\$633.77
Furniture Design Center	715.09				\$715.09
G M Pavlich	75.06				\$75.06
Genevieve Schmidt	129.81				\$129.81
Genuine Junk and Haul	75.06				\$75.06
Glendale Mobile Estates	39.61				\$39.61
GR Sundberg Inc.	471.16				\$471.16
Granite Construction Company	835.40				\$835.40
Griz Handyman Service	29.19				\$29.19
Hamanaka Painting	596.20				\$596.20
Handle It Junk Removal	856.13				\$856.13

Humboldt Waste Management Authority

Draft A/R Aging Summary

As of December 31, 2025

	CURRENT	1 - 30	31 - 60	61 AND OVER	TOTAL
HCAR	64.91				\$64.91
Heartwood Design and Building	612.93				\$612.93
Hemmingsen Pavement Solutions	25.00				\$25.00
Hensell Materials	12.50				\$12.50
Housing Humboldt	84.04				\$84.04
Hubbards German Auto	54.20				\$54.20
Humboldt Bay Fire Headquarters	190.00				\$190.00
Humboldt Bay Harbor District	752.65				\$752.65
Humboldt Bay Water District	579.44				\$579.44
Humboldt Community Service District	29.91				\$29.91
Humboldt Countertops	225.15				\$225.15
Humboldt County Animal Shelter	116.75				\$116.75
Humboldt County DHHS	234.15				\$234.15
Humboldt County Parks	1,193.06	248.75			\$1,441.81
Humboldt Moving & Storage	157.86				\$157.86
Humboldt Plaza	108.41				\$108.41
Humboldt Sanitation & Recycling	100,594.24				\$100,594.24
I Noah Guy Forestry	337.65				\$337.65
J & G Lawn and Garden	513.38	9.50	368.86		\$891.74
James Poovey	50.00				\$50.00
Janowski Builders	12.50				\$12.50
Jim Groeling & Associates		114.67			\$114.67
Jitter Bean Coffee Co.	12.50				\$12.50
JLF Construction	158.82				\$158.82
JLM Freedom Electric Inc	33.36				\$33.36
JNG Insulation Pros	1,505.23	448.22	246.00		\$2,199.45
JNM Construction	1,276.26	25.02			\$1,301.28
John H Kruger Plaster & Drywall	118.83	227.24	70.88		\$416.95
Johnny's Flooring & Window Coverings	8.70				\$8.70
Johns Used Cars				325.23	\$325.23
Johnston Construction	614.37				\$614.37
Joyce Radelich		(3.73)			\$ (3.73)
Justin Adams Construction	82.21				\$82.21
K H McKenny	737.88	152.19			\$890.07
K'imaw Medical Center		95.00			\$95.00
Karges Flooring	66.72				\$66.72
Kelly Martin	170.95				\$170.95
Ken & Lesa Shealor	23.75				\$23.75
Kramer Investment Corp.	198.06				\$198.06
Landscaping Ventures Inc.	239.70	734.35			\$974.05
Lawn Care Plus	671.75				\$671.75
LDH Construction	377.72				\$377.72
Lisa Short	12.50				\$12.50
Living Styles	204.30				\$204.30
LJG BUILDERS LLC	362.65	517.04	39.61		\$919.30

Humboldt Waste Management Authority

Draft A/R Aging Summary

As of December 31, 2025

	CURRENT	1 - 30	31 - 60	61 AND OVER	TOTAL
Mad River Construction	252.26				\$252.26
Mad River Hospital		268.00			\$268.00
Making Headway Center	208.48				\$208.48
Martin Bros Construction	223.08				\$223.08
Martin Construction	149.34	1,082.38	800.54	1,286.07	\$3,318.33
Matlock Construction	140.06				\$140.06
Mattress Recycling Council	4,272.91	2,562.70			\$6,835.61
McCrea Motors	31.26				\$31.26
McCullough Construction	1,317.97		1,107.03		\$2,425.00
McMurray & Sons Inc.	8,814.49				\$8,814.49
Milgard Manufacturing LLC - Sacramento	29.19				\$29.19
Ming Tree Realtors	60.46	120.92		(35.44)	\$145.94
Miriam Hall	77.13				\$77.13
Moores Sleepworld	209.32				\$209.32
Mori Rental Properties	11.08				\$11.08
Munoz Osorio Construction		89.65			\$89.65
Munson Investments	72.96	95.90			\$168.86
Myrtle town Body Shop	118.84				\$118.84
Nelson Floors	112.58	(0.01)			\$112.57
New Century Yard Maintenance	136.16				\$136.16
New Horizon Drywall Construction	83.39				\$83.39
New Life Service Company	992.37				\$992.37
Next Generation Landscape & Design	239.75	75.05			\$314.80
Nichols Handy Work		(0.60)	(0.06)		\$ (0.66)
Nick Frank	47.50				\$47.50
NOAA	75.00				\$75.00
North Coast Co-Op Arcata	16.68				\$16.68
North Coast Flooring Inc.	1,800.48				\$1,800.48
North Coast Mercantile Co. Inc.	33.83				\$33.83
Northcoast Acoustics	233.49				\$233.49
Northcoast Childrens Service	145.13		9.25		\$154.38
Northern Building Company	137.60				\$137.60
Pacific Builders	39.61				\$39.61
Pacific Coast Rentals	83.39				\$83.39
Patricia Craig Rentals	47.49				\$47.49
Pierson Company	3,012.24				\$3,012.24
Point Pleasant MHP	377.35				\$377.35
Poletskis Appliance Center	56.53				\$56.53
Porter and Sons Painting				64.63	\$64.63
Providence St. Josephs Hospital	376.00	440.00	440.00		\$1,256.00
Pure Water Spas	45.87				\$45.87
Quick Mow	25.33				\$25.33
Rainbow Self Storage	2,001.41				\$2,001.41
RebCo	123.48				\$123.48
Recology Eel River	108,959.23				\$108,959.23

Humboldt Waste Management Authority

Draft A/R Aging Summary

As of December 31, 2025

	CURRENT	1 - 30	31 - 60	61 AND OVER	TOTAL
Recology of Arcata	149,738.16				\$149,738.16
Recology of Humboldt County	425,673.40				\$425,673.40
Recology Samoa	60,236.77				\$60,236.77
Redwood Acres Fair Grounds	193.89				\$193.89
Redwood Coast Plumbing	62.55	41.70			\$104.25
Redwood Coast Real Estate Inc.	193.84	229.29		(13.46)	\$409.67
Redwood Community Action Agency			(0.01)	(3.40)	\$ (3.41)
Redwood Teen Challenge	132.98	1,422.25			\$1,555.23
Redwoods Community College District	70.88				\$70.88
Rendezvous Music & Vending	14.59				\$14.59
Rentor	404.15				\$404.15
Restif Cleaning Service	185.55				\$185.55
Revival Home Builders Inc.	12.50				\$12.50
RG Goolsby Construction	160.52				\$160.52
Rich's Body Shop	29.19				\$29.19
Robert Donathan	296.03				\$296.03
S & S Phelps Inc.	22.16	52.90			\$75.06
Samson Construction	160.53				\$160.53
Sanders Roofing Inc.	2,849.11				\$2,849.11
Schmidbauer Building Supply LLC.	1,096.61				\$1,096.61
Sempervirens Gardening	413.41				\$413.41
Sequoia Construction	1,060.10				\$1,060.10
Serenity Inn	9.25				\$9.25
ServiceMaster	554.56	665.05			\$1,219.61
Simple Visions	387.78				\$387.78
Sisu Extracts	3,066.73	846.43			\$3,913.16
Six Rivers Mechanical Inc.	54.20				\$54.20
Soilscapes Solutions LLC	3,552.49	268.93			\$3,821.42
Spencer Electric	362.76				\$362.76
Spinks Property Management	437.53				\$437.53
Stetzel Builders				1,200.00	\$1,200.00
Steve Morris	243.92				\$243.92
Strombeck Construction	2,103.52				\$2,103.52
STS Construction	89.65	183.46	510.77		\$783.88
Susan Whitely / Eric Dugan	600.39				\$600.39
Swains Flat Trailer Court	479.51	300.21			\$779.72
T and T Roofing	2,410.04				\$2,410.04
TEMPORARY				494.50	\$494.50
The People of New Directions	520.94				\$520.94
Thomas Home Center	31.27				\$31.27
Tonis Restaurant	358.59	210.56			\$569.15
Tree Ventures Inc.	33.36			864.47	\$897.83
Triad Inc	139.68				\$139.68
Trinidad Rancheria				(1,209.60)	\$ (1,209.60)
Ultimate Building Solutions	127.17				\$127.17

Humboldt Waste Management Authority

Draft A/R Aging Summary

As of December 31, 2025

	CURRENT	1 - 30	31 - 60	61 AND OVER	TOTAL
United Building	18.76				\$18.76
Valley Pacific Petroleum Service	116.75	279.36			\$396.11
Vern McGaughey	921.48				\$921.48
Vern's Furniture	1,011.04	264.75			\$1,275.79
Wade Bray General Contractor		14.59			\$14.59
Wahlund Construction	460.78				\$460.78
Watson Well Service	185.55				\$185.55
Wayne Maples Plumbing	45.87	18.76			\$64.63
West End Builders Inc.			(3.12)		\$ (3.12)
Westside Community Improvement Assoc.	333.55				\$333.55
Williamson Construction	546.22				\$546.22
Wing Inflatables		181.60	110.00		\$291.60
WSC Solar and Roofing			2,647.70		\$2,647.70
Zerlang & Zerlang Marine Services	64.91	81.31	422.17		\$568.39
TOTAL	\$971,622.79	\$19,600.17	\$7,552.96	\$5,975.74	\$1,004,751.66

96.7% Current



Humboldt Waste Management Authority

Draft A/P Aging Summary

As of December 31, 2025

Attachment 2b.1

	CURRENT	1 - 30	31 - 60	61 AND OVER	TOTAL
707 Pest Solutions.	155.00				\$155.00
Advanced Security Systems.	180.00				\$180.00
Airgas USA, LLC	279.89				\$279.89
Amazon Capital Services, Inc.	2,558.73			230.27	\$2,789.00
AT&T Calnet	39.26				\$39.26
Bettendorf Enterprises, Inc		989.43			\$989.43
Blue Dream HR LLC	2,100.00				\$2,100.00
Blue Flame Crew, LLC			88,598.00		\$88,598.00
Blue Shield of California	43,234.84				\$43,234.84
CalPERS		16,260.59			\$16,260.59
City of Arcata 939	6,191.28				\$6,191.28
City of Blue Lake 939	1,923.47				\$1,923.47
City of Eureka 939	7,760.43				\$7,760.43
City of Eureka Alarm Fees	50.00				\$50.00
City of Eureka Community Services		1,000.00			\$1,000.00
City of Eureka Discharge Fees	7,200.00				\$7,200.00
City of Eureka Water	1,395.99				\$1,395.99
City of Ferndale 939	1,944.51				\$1,944.51
City of Rio Dell 939	1,182.74				\$1,182.74
Clean Harbors Environmental Services	25,435.00				\$25,435.00
Columbia Bank	2,351.71				\$2,351.71
Crystal Springs Bottled Water	240.00				\$240.00
DCI Builders		10,268.32			\$10,268.32
Dry Creek Landfill	483,887.49				\$483,887.49
EcoHeroShow, LLC	10,000.00				\$10,000.00
Edgar & Associates, Inc		1,828.75			\$1,828.75
Empower		325.00			\$325.00
Eureka Oxygen Company	210.00				\$210.00
Eureka Times Standard				(5.00)	\$ (5.00)
Hensell Materials.	157.00				\$157.00
Holt of California	218.56				\$218.56
Humana Insurance	4,321.64				\$4,321.64
Humboldt Community Services District	47.84				\$47.84
Humboldt County DHHS CUPA Fees		5,050.00			\$5,050.00
Humboldt County Env Health Pass Through	68,445.63				\$68,445.63
Humboldt County Public Works Pass Through	139,751.67				\$139,751.67
Humboldt Organic Solutions, LLC	44,397.35				\$44,397.35
Humboldt Recycling Leachate	12,938.80				\$12,938.80
Humboldt Recycling Propane	3,776.00				\$3,776.00
Humboldt Sanitation	10,616.13				\$10,616.13
I-5 Tire, Inc.	580.50				\$580.50
Kernen Construction.	292.37				\$292.37
Law Offices of Nancy Diamond	1,200.00				\$1,200.00
Lawrence & Associates	430.00				\$430.00
Lost Coast Communications, Inc	750.00				\$750.00

Humboldt Waste Management Authority

Draft A/P Aging Summary

As of December 31, 2025

	CURRENT	1 - 30	31 - 60	61 AND OVER	TOTAL
Mad River Community Hospital.				3,464.79	\$3,464.79
McMaster-Carr Supply Company	649.60				\$649.60
Mendes Supply Company	144.96				\$144.96
Mission Linen Supply	2,253.24				\$2,253.24
New Directions	570.00				\$570.00
Nilsen Feed & Grain	270.35				\$270.35
Pape Machinery	976.54				\$976.54
Peterson CAT	6,664.84				\$6,664.84
Pierson Building Center	53.24				\$53.24
Rain for Rent	3,135.72	9,517.28			\$12,653.00
Recology Humboldt County	225.00				\$225.00
Recology Humboldt County Samoa	4,330.73	3,195.75			\$7,526.48
Restif Cleaning Service Cooperative, Inc.	500.00				\$500.00
Scrapper's Edge	1,610.89				\$1,610.89
SDRMA	830.47				\$830.47
Shaw Law Group	1,020.00				\$1,020.00
Sterling Administration	495.00				\$495.00
Trinity Diesel, Inc.				1,522.50	\$1,522.50
Valeo Networks	4,808.07				\$4,808.07
Valley Pacific Petroleum Services, Inc	5,937.69				\$5,937.69
Verizon Wireless	326.98				\$326.98
WM Corporate Services, Inc		3,548.03			\$3,548.03
World Oil Environmental Services	478.00				\$478.00
WSP USA, Inc	2,825.25				\$2,825.25
TOTAL	\$924,350.40	\$51,983.15	\$88,598.00	\$5,212.56	\$1,070,144.11

86.4% Current



**HUMBOLDT WASTE
MANAGEMENT AUTHORITY**

Staff Report

DATE: March 6, 2026 For Meeting of: March 12, 2026

FROM: Tony Heacock, Director of Environmental Health & Safety

SUBJECT: Item 2c)
Approve “Request for Bids for the Purchase of Gas Extraction System Flare Heat Shields and Paint for the Cummings Road Landfill.

RECOMMENDED ACTION: Voice vote.

- 1) 1) Approve Request for Bids “Cummings Road Landfill Flare Heat Shields and Paint”
- 2) Authorize Release of the Request for Bids on March 13, 2026.

DISCUSSION:

Background:

The Cummings Road Landfill (CRL) installed a gas flare system in 1998 to manage the methane generated by the waste materials. The methane gas flare at the Cummings Road Landfill contains heat shields which protect the flare “stack” from constant heat exposure due to the methane burning process. The combustion of the gas inside the stack typically ranges from 1,400 to 2,000 degrees Fahrenheit. Exposure to the elements as well as these extremely hot temperatures slowly breaks down the insulation over time which eventually requires the heat shields to be replaced.

Regular updates to and maintenance of the components of the flare reduce the likelihood that the flare itself will require replacement at any time during the post-closure maintenance period. These updates significantly reduce the cost and time of ongoing maintenance as well and ensure that primary operations at the landfill continue uninterrupted. The heat shields are currently showing signs of wear and if not replaced will increase the potential for compromising the structural integrity of the stack.

The lifespan of heat shields ranges between 10 and 20 years depending upon frequency of flare operations and environmental conditions. The heat shields are designed to remain dry and free of excessive moisture. Current operations of the flare occur intermittently. Therefore, during the rainy season, the heat shields are routinely exposed to precipitation without the flare being in operation to keep the shields dry. This results in a decrease in the overall lifespan of the heat shields. The past 5 years of intermittent flare operations has accelerated the deterioration of the heat shields and replacement is necessary to prevent any structural damage to the flare stack.

Staff's Recommendation:

Staff recommends the Board approve the Request for Bids “Cummings Road Landfill Flare Heat Shields and Paint” and authorize staff to release on March 13, 2026

FISCAL IMPACT:

The Board approved this project with the adoption of the Fiscal Year 2025-2026 Budget. The Capital Improvement Fund possesses the necessary funds to facilitate the purchase.

ALTERNATIVES:

- 1) Alternatively, the Board could direct staff to continue to defer the maintenance; this is not recommended due to potential for advanced deterioration of the flare stack compromising the integrity of the structure.
- 2) Board Discretion

ATTACHMENT:

- 1) Draft Request for Bids “Cummings Road Landfill Flare Heat Shields and Paint”

REQUEST FOR BIDS

FOR

**Cummings Road Landfill Flare Heatshields and
Paint**

ISSUED BY:



Humboldt Waste Management Authority

**1059 West Hawthorne Street
Eureka, CA 95501**

March 9, 2026

Bid Opening: April 20, 2026 3:00pm

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**Humboldt Waste Management Authority
NOTICE TO BIDDERS
FOR
Cummings Road Landfill
Flare Heatshield and Paint**

NOTICE IS HEREBY GIVEN that sealed standard Proposals for the **Cummings Road Landfill Flare Heatshield and Paint** will be received at the Humboldt Waste Management Authority (HWMA) Office at 1059 West Hawthorne St., Eureka, CA 95501 from bidders, **until 3:00 p.m. on April 17, 2026**, at which time, or as soon thereafter as possible, the total bid amounts will be publicly opened and read. Bids shall be addressed to the Humboldt Waste Management Authority “**SEALED BID Cummings Road Landfill Flare Heatshields and Paint.**” Bids are required for the entire work described herein. Electronic bids (email only) may be accepted provided that a hard copy of the bid is received within 3 business days.

BACKGROUND AND SCOPE OF WORK

The Cummings Road Landfill (CRL or Facility) operates a landfill gas collection and flare system (gas-extraction system). Landfill gas combustion takes place in a 6’ OD X 40’ OAH John Zinc biogas flare. The flare stack is needing to be repainted and reinsulated to maintain its operational integrity.

This scope of work is to obtain bids and ultimately implement that recommendation, including the following work:

1. Contractor shall remove the existing flare heatshields then replace the flare heatshields and pins then apply a rigidizer to the surface of the heatshields. The heatshields shall consist of two layers. The overlapping layer and a backing layer shall meet the following:
 - Overlappingly layer of 1” thick heatshields
 - (a) 8-pound density
 - (b) Temperature rated for 2700 degrees Fahrenheit
 - Backing layer of 1” thick heatshields
 - (a) 6-pound density
 - (b) Temperature rated for 2400 degrees Fahrenheit
 - Mounted on iconel pins and keepers
 - Rigidizer sprayed on heatshields post installation
2. Contractor shall also prepare and paint the stack t meet the following:
 - Sandblast per SSPC-SP-6
 - Prime with zinc clad 1 (3 mls D.F.T.)
 - Topcoat with KEM high temp silicone, color gray (2 mls D.F.T.)

A photograph of the existing flare stack is shown on the following pages.

Photograph 1 – View of Flare Stack



Photograph 2 –View of LFG skid and Flare Stack



Bid Documents and reference materials may be inspected and/or copies obtained at the Humboldt Waste Management Authority Office at 1059 West Hawthorne St., Eureka, CA 95501 for no fee by calling (707) 268-8680 and or viewed on-line at the HWMA website: <http://www.hwma.net>. **No bid will be considered unless it is made on the forms furnished by HWMA and is made in accordance with this bid package.** Each bidder must be licensed as required by law and as described in the Contract Documents.

The HWMA reserves the right to reject any or all bids or select the base bid plus any additive bid item or combination of additive bid items to determine which Proposal is, in its opinion, the lowest responsive bid of a responsible bidder and that which it deems in the best interest of the HWMA to accept. The HWMA also reserves the right to waive any information not material to cost or performance in any Proposal or bid.

Pursuant to provisions of Section 1770 et seq. of the Labor Code of the State of California, the Director of the Department of Industrial Relations, State of California, has ascertained the general prevailing rate of wages for straight time, overtime, Saturdays, Sundays and Holidays. Copies of the general prevailing wage determination applicable to the work is on file in the HWMA administrative offices and shall be made available to any interested party on request.

No contractor or subcontractor may be listed on a bid proposal for a public works project unless registered with the Department of Industrial Relations pursuant to Labor Code section 1725.5 (with limited exceptions from this requirement for bid purposes only under Labor Code section 1771.1(a)). No contractor or subcontractor may be awarded a contract for public work on a public works project unless registered with the Department of Industrial Relations pursuant to Labor Code section 1725.5. This project is subject to compliance monitoring and enforcement by the Department of Industrial Relations.

The prime contractor for the work herein shall possess a valid State of California and shall be licensed under the provisions of Chapter 9, Division 3 of the Business and Professions Code and shall be skilled and regularly engaged in the general class or type of work called for under this contract.

Pursuant to Section 22300 of the California Public Contract Code, this contract includes provisions that allow substitutions of certain types of securities in lieu of the HWMA withholding a portion of the partial payments due the Contractor to insure performance under this contract.

Dated: March 9, 2026

Eric Keller-Heckman
Executive Director
Humboldt Waste Management Authority

INSTRUCTIONS TO BIDDERS

Each bidder must supply all the information required by the Proposal Forms, Certificates and Documents and the Special Provisions.

Minority business enterprises will be afforded full opportunity to submit bids in response to this invitation and will not be discriminated against on the grounds of race, color or national origin in consideration for an award of any contract entered into pursuant to this advertisement.

Women will be afforded equal opportunity in all areas of employment. However, the employment of women shall not diminish the standards of requirements for the employment of minorities.

All Proposals or bids shall be accompanied by a cashier's check or certified check payable to the order of Humboldt Waste Management Authority (HWMA) amounting to ten (10) percent of the bid, or by a bond in said amount and signed by the bidder and a corporate surety, payable to HWMA. Said check shall be forfeited, or said bond shall become payable to HWMA in the event the bidder depositing the same does not, within fifteen (15) days after written notice that the contract has been awarded to it: (a) enter into a contract with the HWMA and (b) furnish certificates of insurance and endorsements, a bond of faithful performance and a payment bond as described in the Special Provisions.

No bidder shall withdraw his or her bid for a period of thirty (30) calendar days after the date set by the HWMA for the opening thereof.

The Contractor shall furnish a project schedule to HWMA prior to the start of any work and start work as scheduled.

The work shall commence following receipt of notice that the contract has been executed by the HWMA at a mutually agreed to time and all substantial work must be completed by within ninety (90) days of authorization to proceed. Time of completion and the amount of liquidated damages are described in Article 1 of the Contract.

Table 1: Bid Procurement Schedule

	Date
HWMA release of RFB.	March 13, 2026
Site Visit (Optional) no later than 4pm	March 27, 2026
Deadline to submit written questions and comments by Proposers.	April 3, 2026 by 3pm
HWMA will issue to Proposers: response to written questions and RFB addendum if necessary.	April 10, 2026
PROPOSAL DUE	April 17, 2026
Bid Opening	April 20, 2026 3pm
HWMA Evaluation Committee Recommendation to Board a Bidder.	May 14, 2026
Bidder completes work no later than.	October 16, 2026

*The Authority retains the rights to modify and/or amend dates as necessary.

Examination of Site, Drawings, Etc.

Each bidder is encouraged to have visited the site of the proposed work and fully acquaint him or herself with local conditions, construction and labor required so that he or she may fully understand the facilities, difficulties and restrictions attending the execution of the work under the Contract. Bidders shall thoroughly examine and be familiar with all Plans and Specifications. The failure of any bidder to receive or examine any form, instrument, addendum, or other document, or to visit the site and acquaint him or herself with conditions there existing shall in no way relieve the bidder from any obligation with respect to his or her Proposal or to the contract. The drawings for the work show conditions as they are supposed or believed by the Engineer to exist; but, it is neither intended nor shall it be inferred that the conditions as shown thereon constitute a representation by the Engineer, the HWMA or its officers that such conditions are actually existent; nor shall the HWMA, the Project Engineer or any of their officers or representatives be liable for any loss

sustained by the Contractor as a result of a variance between the conditions shown on the drawings and the conditions actually revealed during the progress of the work or otherwise.

The bidder's attention is directed to the possible existence of obstructions and public improvements within the limits of the work or adjacent thereto, which may or may not be shown on the Drawings.

The bidder shall investigate to his or her satisfaction the conditions to be encountered, the character, quality and quantities of work to be performed and materials to be furnished and the requirements of the Plans, Special Provisions, Standard Specifications, Standard Plans, and Contract Documents. The submission of a Proposal shall be considered conclusive evidence that the bidder has made such examination and has accepted the project workplace as a safe workplace to perform the work of the Contract.

Bidders List/Addenda

It is the responsibility of all prospective bidders to contact the Executive Director and have their contact information added to the "Prospective Bidders List." Only bidders that are on the Bidders List will be sent addenda. Bidders must acknowledge all addenda in their Proposal. Please call or e-mail the Executive Director to be added to the Bidders List.

Attn: Executive Director
Humboldt Waste Management Authority
Phone: (707) 268-8680
Fax: (707) 268-8927
Email: ekeller@hwma.net

All questions shall be submitted in writing to the above contact either by email no later than **3:00 PM Friday, April 3, 2026**. Responses will be provided by **3:00 PM Friday, April 10, 2026**.

Site Visit

To schedule a site visit, bidders shall contact Anthony Heacock, HWMA Director of Environmental Health and Safety, at (707) 268-8680, at least three (3) business days before arriving at the site and arrange a date and time to coordinate a site visit. Site visits are optional, and must be conducted no later than **4:00 PM Friday, March 27, 2026**.

The facility is located at 5775 Cummings Road Landfill, near Eureka, Humboldt County, California.

Evaluation of Bids

Only responsive bids from responsible bidders will be reviewed. Because unit prices are key elements of bid award and contract administration, in the event of a discrepancy between the unit price and the total amount, when unit prices are requested, the unit price shall prevail. If, however, the unit price is omitted, ambiguous, unintelligible or uncertain for any reason, or if it is the same amount as set forth in the Amount column, then the Amount shall prevail and will be divided by the estimated quantity to determine a unit price. The bids will be compared on a total bid price basis as a sum of all unit prices multiplied by their respective and related quantities. The HWMA will select the lowest responsible bidder. In case of a tie, the HWMA will select the bidder that it feels best serves the HWMA's interests.

ARTICLE I -- GENERAL CONDITIONS

SECTION 1. PROPOSAL REQUIREMENTS AND GENERAL PROVISIONS

1-01. Definitions. Whenever any word or expression defined in this section, or pronoun used in its stead, occurs in these Contract Documents, it shall have and is mutually understood to have the meaning given:

- a. "Contract" shall mean the written agreement between the Contractor and HWMA to perform the work listed in the Contract Documents.
- b. "Contract Documents" shall mean the General Conditions, Special Provisions and Technical Specifications, Plans, Proposal and Contract.
- c. "Contract drawings", "Drawings", "Plans" shall mean and include 1) all drawings or plans which may have been prepared by or on behalf of the HWMA, as a basis for Proposals, when duly signed and made a part of the Contract Documents by incorporation or reference, 2) all drawings submitted in performance of the Contract terms by the successful bidder with his or her Proposal and by the Contractor to the HWMA if and when approved by the Project Engineer and 3) all drawings submitted by the Project Engineer to the Contractor during the progress of the work as provided for herein.
- d. "Contractor" shall mean the party entering into the Contract with the HWMA for the performance of work covered by the Contract Documents and his or her authorized agents or legal representatives.
- e. "Date of signing of Contract" or words equivalent thereto, shall mean the date upon which the Contract, with the signature of the Contractor and HWMA affixed, together with the prescribed bonds, shall be or shall have been delivered to the HWMA or its duly authorized representatives.
- f. "Day" or "days", unless herein otherwise expressly defined, shall mean a calendar day or days of twenty-four hours each.
- g. "Project Engineer" shall mean a licensed practicing Engineer (or Engineering Geologist, as applicable the specific work) officially appointed by the HWMA to monitor the work described in the Contract Documents and related activity, acting personally or through agents or assistants duly authorized by them, such agents or assistants acting within the scope of the particular duties entrusted to them.
- h. "Humboldt Waste Management Authority" or "HWMA" shall mean the Humboldt Waste Management Authority, acting through its Board any other board, body, official or officials to which or to whom the power belonging to the Board shall by virtue of any act or acts, hereafter pass or be held to appertain.
- i. "Owner" shall mean the Humboldt Waste Management Authority or HWMA.
- j. "Proposal" shall mean all completed forms submitted by the bidder to HWMA in response to the Notice to Bidders.
- k. "Special Provisions" shall mean the Special Provisions and Technical Specifications Article of the Contract Documents that addresses special specifications that bidders must adhere to in submitting their bid documents.
- l. "Standard Specifications" is defined in Section 12.04 of the Special Provisions.
- m. "The work" shall mean and include all the work specified, indicated, shown or contemplated in the Contract Documents to construct the improvement, including all alterations, amendments or extensions thereto made by Contract change order or other written orders of the Project Engineer.
- n. Where "as shown", "as indicated", "as detailed" or words of similar import are used, it shall be understood that reference to the drawings accompanying the Special Provisions is made unless stated otherwise.
- o. Where "as directed", "as permitted", "approved" or words of similar import are used, it shall be understood that the direction, requirements, permission, approval or acceptance of the Project Engineer is intended unless stated otherwise.
- p. As used herein, "provide" or "install" shall be understood to mean "provide or install complete in place", that is, "furnish and install". "Shall" is mandatory; "may" is discretionary.

1-02. Examination of Plans, Special Provisions and Site of Work. The bidder shall examine carefully the Proposal, Plans, Special Provisions, Proposal forms and the site of the work contemplated therefore. It will be assumed that the bidder has investigated to his or her satisfaction the conditions to be encountered and the character, quality and requirements of all Plans, Special Provisions, Standard Specifications, and Standard Plans involved.

1-03. Proposal. Bids shall be made on the blank Bid Schedule form included in the Proposal Forms portion of this invitation. All bids shall give the prices bid, both in writing and in figures and shall be signed by the bidder or his or her authorized representative, with his or her address. If the bid is made by an individual or partner, his or her name and the post office address of his or her business or partnership, along with his or her signature or the signature of one or more partners must be shown; if made by a corporation, the bid shall show the name of the state under the laws of which the corporation is chartered, the name of the corporation and the title of the person who signs on behalf of the corporation. Proposal forms may not be altered (except as needed to fill them out), must be complete, and all proposal forms must be returned.

Each Proposal shall be enclosed in a sealed envelope, endorsed as specified in the notice to bidders. Bidders are warned against making erasures or alterations of any kind. Proposals that contain omissions, erasures, conditions, alterations, additions not called for, additional Proposals or irregularities of any kind may be rejected.

1-04. Withdrawal of Bids. Any bid may be withdrawn at any time prior to the hour fixed in the notice to bidders for the openings of bids, provided that a request in writing, executed by the bidder or his or her duly authorized representative, for the withdrawal of such bid is filed with the HWMA. The withdrawal of a bid will not prejudice the right of a bidder to file a new bid.

1-05. Public Opening of Bids. Bids will be opened and the bid amounts read publicly at the time and place indicated in the notice to bidders. Bidders or their agents are invited to be present.

1-06. Bid Guaranty. Each bid must be accompanied by a certified check, cashier's check or bidder's bond executed by an admitted surety insurer with an A.M. Best Financial Strength Rating of A- or better, payable to the order of the HWMA in an amount not less than 10 percent of the bid as a guarantee that the bidder will enter into a contract, if awarded the work.

1-07. Qualification of Bidders. Each bidder shall be licensed under the provisions of Chapter 9, Division 3 of the Business and Professions Code and shall be skilled and regularly engaged in the general class or type of work called for under this contract. No contractor or subcontractor may be listed on a bid proposal for a public works project unless registered with the Department of Industrial Relations pursuant to Labor Code section 1725.5 (with limited exceptions from this requirement for bid purposes only under Labor Code section 1771.1(a)) No contractor or subcontractor may be awarded a contract for public work on a public works project unless registered with the Department of Industrial Relations pursuant to Labor Code section 1725.5.

1-08. Disqualification of Bidders. More than one bid from an individual business, partnership, corporation or association, under the same or different names, will not be considered. Reasonable grounds for believing that any bidder is financially interested in more than one bid for the work will cause the rejection of all bids in which he or she is so interested. If there is reason to believe that collusion exists among the bidders, none of the participants in such collusion will be considered. Bids in which the prices obviously are unbalanced may be rejected.

1-09. Identification of Subcontractors. All bids shall comply with the Subletting and Subcontracting Fair Practices Act (Government Code Section 4100 and following) and shall set forth:

- (a) The name and the location of the place of business, the California contractor license number, and public works contractor registration number issued pursuant to Section 1725.5 of the Labor Code of each subcontractor who will perform work or labor, or render service to the prime contractor in or about the construction of the work or improvement, or to a subcontractor licensed by the State of California who, under subcontract to the prime contractor, specially fabricates and installs a portion of the work according to detailed drawings contained in the Plans and Special Provisions, in an amount in excess of one-half of 1 percent of the prime contractor's total bid.
- (b) The portion of the work that will be done by each such subcontractor. The prime contractor shall list only one subcontractor for each such portion defined by the prime contractor in his or her bid.

- (c) An inadvertent error in listing the California contractor license number or public works contractor registration number provided pursuant to paragraph (1) shall not be grounds for filing a bid protest or grounds for considering the bid nonresponsive if the corrected contractor's license number is submitted to the public entity by the prime contractor within 24 hours after the bid opening and provided the corrected contractor's license number corresponds to the submitted name and location for that subcontractor.
- (d) Subject to subitem (c) above, any information requested by the officer, department, board, or commission concerning any subcontractor who the prime contractor is required to list under this subdivision, other than the subcontractor's name, location of business, the California contractor license number, and the public works contractor registration number, may be submitted by the prime contractor up to 24 hours after the deadline established by the officer, department, board, or commission for receipt of bids by prime contractors.

1-10. General Conditions to Include Provisions of California Standard Specifications. All provisions of the General Provisions, Sections 1 through 9, of the California Standard Specifications, are hereby incorporated into these General Conditions except as specifically modified or excluded by the Special Provisions.

SECTION 2. AWARD AND EXECUTION OF CONTRACT

2-01. Award of Contract. Award of the Contract, if it be awarded, will be to the lowest responsible bidder whose bid complies with all the specified requirements. The award, if made, will be made within ninety (90) days after opening of the bids. The HWMA or its Executive Director reserves the right to select the base bid plus additive bid item or accumulation of additive and bid items.

2-02. Rejection of Bids. The HWMA in its discretion may reject a bid that shows any alteration of form, additions not called for, conditional bids, incomplete bids, erasures or irregularities of any kind; or may, waive any immaterial defect or irregularity in bidding. Bids in which the price of any item appears abnormally high or low may also be rejected. Further, the HWMA reserves the right to reject all bids.

2-03. Return of Proposal Guaranties. All bid guaranties will be held until the Contract has been fully executed, after which they will be returned to the respective bidders whose bids they accompany.

2-04. Execution of Contract. The Contract shall be executed in duplicate by the successful bidder and returned, together with the bonds, insurance certificates and endorsements, within fifteen (15) days after written notice of the award of the Contract. After execution by the HWMA, one original shall be filed with the HWMA and one original shall be returned to the Contractor. If the bidder fails or refuses to enter into the Contract within the required time, then the bid guaranty accompanying the bid shall be forfeited to the HWMA.

SECTION 3. SCOPE AND INTENT OF CONTRACT

3-01. Effect of Inspection and Payments. Neither the inspection by the Project Engineer or an inspector, nor any order, measurement or approved modification, nor certificate or payment of money, nor acceptance of any part or whole of the work, nor any extension of time, nor any possession by the HWMA or its agents, shall operate as a waiver of any provision of the Contract Documents or of any power reserved therein to the HWMA, or of any right to damages thereunder; nor shall any breach of the Contract be held to be a waiver of any subsequent breach. All remedies shall be construed as cumulative.

3-02. Effect of Extension of Time. The granting of any extension of time on account of delays that, in the judgment of the HWMA, are avoidable delays shall in no way operate as a waiver on the part of the HWMA of its rights under the Contract.

3-03. Extra Work. If extra work orders are given in accordance with provisions of the Contract Documents, such work shall be considered a part hereof and shall be subject to each and all of its terms and requirements.

3-04. Assignment of Contract. The Contract may be assigned or sublet in whole or in part only upon the written consent of the HWMA acting through its authorized agents. Consent will not be given to any proposed assignment that would relieve the original contractor or its surety of their responsibilities under the Contract nor will the Project Engineer consent to any assignment of a part of the work under the Contract.

3-05. Subcontractors. The Contractor shall be as fully responsible for the acts and omissions of his or her subcontractors and of persons either directly or indirectly employed by them, as he or she is for the acts and omissions of persons directly employed by him.

Each subcontractor shall be obligated to Contractor and the HWMA in the same manner and to the same extent as Contractor is obligated to the HWMA under the Contract. The Contractor shall cause appropriate provisions to be inserted in all subcontracts relative to the work to bind subcontractors to the terms of this Contract that are applicable to the work of subcontractors. If hiring a sub-subcontractor to perform any Work, the subcontractor shall include in the subcontract all provisions of the Contract Documents including all insurance and indemnity provisions that are applicable to said subcontractor's scope of work.

Contractor shall furnish a copy of the Contract insurance and indemnity provisions to any subcontractor upon request. Upon request from the HWMA, Contractor shall provide insurance certificates and endorsements of its subcontractors.

Nothing contained in the Contract shall be construed to create or shall be relied upon to create any contractual relationship between any subcontractor and the HWMA and no action may be brought by any subcontractor against the HWMA based on this Contract.

3-06. Interpretation of Special Provisions and Drawings. The Special Provisions and the Contract Drawings are intended to be explanatory of each other. Any work indicated in the Contract Drawings and not in the Special Provisions, or vice versa, is to be executed as if indicated in both. In case of a discrepancy or conflict between the Technical Specifications of the Special Provisions and Contract Plans, the Technical Specifications shall govern. All work shown on the Contract Drawings, the dimensions of which are not figured, shall be accurately followed to the scale to which the drawings are made, but figured dimensions are in all cases to be followed, where given, though they differ from scaled measurements. Large scale drawings shall be followed in preference to small scale drawings. Should it appear that the work to be done, or any of the matters relative thereto, are not sufficiently detailed or explained in these contract documents, including the contract drawings, the Contractor shall apply to the Project Engineer for such further explanations as may be necessary and shall conform thereto as part of the work, so far as may be consistent with the Contract Documents. In the event of any doubt or questions arising respecting the true meaning of the Special Provisions, reference shall be made to the Project Engineer and his or her decision thereon shall be final. If the Contractor believes that a clarification or interpretation justifies an increase in the contract price or contract time, the Contractor must comply with the written notice provisions of Sections 9-05 and 10-07 of these General Provisions. Contractor's attention is directed to Section 12-04 of the Special Provisions and Technical Specifications regarding the Standard Specifications and Standard Plans.

3-07. Liability of HWMA Officials. Neither HWMA, nor its officials, officers, employees, agents or contractors, including but not limited to the Project Engineer, nor any authorized assistant of any of them, shall be personally responsible for any liability arising under the Contract.

SECTION 4. BONDS

4-01. Faithful Performance Bond. As a part of the execution of the Contract, the Contractor shall furnish a bond of an admitted surety company, with an A.M. Best Financial Strength Rating of A- or better, or other securities providing equivalent protection such as cash, letter of credit, or certificates of deposit, acceptable to the HWMA, conditioned upon the faithful performance of all covenants and stipulations under this contract. The amount of the bond shall be 100 percent of the total Contract price, as this sum is set forth in the Contract.

4-02. Material and Labor Bond. As a part of the execution of the Contract, the Contractor shall furnish a bond of a surety company, with an A.M. Best Financial Strength Rating of A- or better, or other securities providing equivalent protection such as cash, letter of credit or certificates of deposit acceptable to the HWMA in a sum not less than 50 percent of the total Contract price, as this sum is set forth in the Contract for the payment in full of all persons, companies or corporations who perform labor upon or furnish materials to be used in the work under this contract, in accordance with the provisions of Sections 3247 through 3252 inclusive of the Civil Code of the State of California and any acts amendatory thereof.

4-03. Defective Material and Workmanship Bond. As a condition precedent to the completion of work, the Contractor shall furnish a bond of a surety company acceptable to the HWMA in an amount not less than 15 percent (15%) of the total contract price, to hold good for a period of one (1) year after the completion and acceptance of the work, to protect the HWMA against the results of defective materials, workmanship and equipment during that time. This bond shall be delivered to the HWMA before the final payment under this contract will be made.

4-04. Notification of Surety Companies. The surety companies shall familiarize themselves with all of the conditions and provisions of the Contract Documents and they waive the right of special notification of any change or modification of the Contract or of extension of time, or decreased or increased work, or of the cancellation of the Contract, or of any other act or acts by the HWMA or its authorized agents, under the terms of the Contract; and failure to so notify the aforesaid surety companies of changes shall in no way relieve the surety companies of their obligation under the Contract.

SECTION 5. INSURANCE REQUIREMENTS FOR CONTRACTORS

Contractor shall procure and maintain for the duration of the Contract, insurance against claims for injuries to persons or damages to property which may arise from or in connection with the performance of the work hereunder by the Contractor, his or her agents, representatives, employees or subcontractors.

5-01. Minimum Scope of Insurance

Coverage shall be at least as broad as:

1. Insurance Services Office Commercial Liability Coverage (occurrence form CG 0001, or the exact equivalent).
2. Insurance Services Office form number CA 0001 (Ed. 1/87) covering Automobile Liability, code 1 (any auto), or the exact equivalent.
3. Worker's Compensation insurance as required by the State of California and Employer's Liability Insurance.

5-02. Minimum Limits of Insurance

Contractor shall maintain limits no less than:

1. General Liability: \$2,000,000 per occurrence for bodily injury, personal injury and property damage. If Commercial General Liability Insurance or other form with a general aggregate limit is used, either the general aggregate limit shall apply separately to this project/location or the general aggregate limit shall be twice the required occurrence limit.
2. Automobile Liability: \$1,000,000 per accident for bodily injury and property damage.
3. Employer's Liability: \$1,000,000 per accident for bodily injury and property damage.

5-03. Deductibles and Self-insured Retentions

Any deductibles or self-insured retentions must be declared to and approved by the HWMA. At the option of the HWMA, either: the insurer shall reduce or eliminate such deductibles or self-insured retentions as respects the HWMA, and its officers, officials, agents, employees, contractors and volunteers; or the Contractor shall provide a financial guarantee satisfactory to the HWMA guaranteeing payment of losses and related investigations, claim administration and defense expenses.

5-04. Other Insurance Provisions

The general liability and automobile liability policies are to contain, or be endorsed to contain, the following provisions:

1. The HWMA and its officers, officials, agents, employees, contractors and volunteers are to be covered as additional insureds with respect to liability arising out of automobiles owned, leased, hired or borrowed by or on behalf of the contractor; and with respect to liability arising out of work or operations performed by or on behalf of the Contractor including materials, parts or equipment furnished in connection with such work or operations. General liability coverage can be provided in the form of an endorsement to the Contractor's insurance, or as a separate owner's policy.
2. For any claims related to this project, the Contractor's insurance coverage shall be primary insurance as respects the HWMA and its officers, officials, agents, employees, contractors or volunteers. Any insurance or self-insurance maintained by the HWMA and its officers, officials, agents, employees or volunteers shall be excess of the Contractor's insurance and shall not contribute with it.

3. Each insurance policy required by this clause shall be endorsed to state that coverage shall not be canceled by either party, except after thirty (30) days' prior written notice by certified mail, return receipt requested, has been given to the HWMA.

Course of construction policies shall contain the following provisions:

1. The HWMA shall be named as loss payees.
2. The insurer shall waive all rights of subrogation against the HWMA.

5-05. Acceptability of Insurers

Insurance is to be placed with insurers with a current A.M. Best's rating of no less than the following:

A++ VII	A VII
A+ VII	A- VIII

5-06. Verification of Coverage

Contractor shall furnish the HWMA with original certificates and amendatory endorsements affecting coverage required by this clause. The endorsements shall be on forms provided by the HWMA or on other than the HWMA's forms, provided those endorsements or policies conform to the requirements. All certificates and endorsements are to be received within 10 days from written notice of contract award, and the work shall not commence until the certificates and endorsements have been approved by the HWMA. The HWMA reserves the right to require complete certified copies of all required insurance policies, including endorsements affecting the coverage required by these Special Provisions at any time.

5-07. Subcontractors

Contractor shall include all subcontractors as insured under its policies or shall furnish separate certificates and endorsements for each subcontractor. All coverages for subcontractors shall be subject to all of the requirements stated herein. Contractor shall furnish a copy of the Contract insurance and indemnity provisions to any subcontractor upon request. Upon request from the HWMA, Contractor shall provide insurance certificates and endorsements of its subcontractors.

SECTION 6. RESPONSIBILITIES AND RIGHTS OF CONTRACTOR

6-01. Legal Address of Contractor. Both Contractor's address given in the Proposal and the Contractor's office in the vicinity of the work are hereby designated as places to which drawings, samples, notices, letters or other articles or communications to the Contractor may be mailed or delivered. The delivery at either of these places of any such thing from the HWMA or its agents to the Contractor shall be deemed sufficient service thereof upon the Contractor and the date of such service shall be the date of such delivery. The address named in the Proposal may be changed at any time by notice in writing from the Contractor to the HWMA. Nothing herein contained shall be deemed to preclude or render inoperative the service of any drawing, sample, notice, letter or other article or communication to or upon the Contractor personally.

6-02. Office of Contractor at Site. An office at the site is not required. Due to space limitations within the site, no space is available for a mobile office for the contractor to use.

6-03. Attention to Work. The Contractor shall give his or her personal attention to and shall supervise the work to the end that it shall be prosecuted faithfully and when he or she is not personally present on the work, he or she shall at all reasonable times be represented by a competent superintendent or foreman who shall receive and obey all instructions or orders given under this contract and who shall have full authority to execute the same and to supply materials, tools and labor without delay and who shall be the legal representative of the Contractor. The Contractor shall be liable for the faithful observance of any instructions delivered to him or her or to his or her authorized representative.

6-04. Liability of Contractor. The Contractor shall do all of the work and furnish all labor, materials, tools and appliances, except as otherwise herein expressly stipulated, necessary or proper for performing and completing the work herein required in the manner and within the time herein specified. The mention of any specific duty or liability imposed upon the Contractor shall not be construed as a limitation or restriction of any general liability or duty imposed upon the Contractor by this contract, said reference to any specific duty or liability being made herein merely for the purpose of explanation.

The right of general supervision by the HWMA shall not make the Contractor an agent of the HWMA and the liability of the Contractor for all damages to persons or to public or private property, arising from the Contractor's execution of the work, shall not be lessened because of such general supervision.

Until the completion and final acceptance by the HWMA of all the work under and implied by the Contract, the work shall be under the Contractor's responsible care and charge. The Contractor shall rebuild, repair, restore and make good all injuries, damages, re-erections and repairs, occasioned or rendered necessary by causes of any nature whatsoever, acts of war, or terrorism to all or any portions of the work, except as otherwise stipulated.

To the fullest extent permitted by law, Contractor shall indemnify and hold harmless the HWMA and their officials, officers, agents, contractors (each, an "Indemnified Party;" collectively, the "Indemnified Parties") and employees from and against all claims, damages, losses and expenses including but not limited to attorneys' fees, costs of suit, expert witness fees and expenses and fees and costs of any necessary private investigators arising out of or resulting from the performance of the work, provided that any such claim, damage, loss or expense is caused in whole or in part by any act or omission of the Contractor, any subcontractor, or anyone directly or indirectly employed by any of them, or anyone for whose acts any of them may be liable, except where caused by the active negligence, sole negligence, or willful misconduct of the ("Indemnified Parties").

In any and all claims against the HWMA or any of its agents or employees by any employee of the Contractor, any subcontractor, anyone directly or indirectly employed by any of them, or anyone for whose acts any of them may be liable, the indemnification obligation shall not be limited in any way by any limitation on the amount or type of damages, compensation or benefits payable by or for the Contractor or any subcontractor under workers' or workmen's compensation acts, disability benefit acts, or other employee benefit acts. The obligation to indemnify shall extend to and include acts of the Indemnified Party which may be negligent or omissions which may cause negligence.

The HWMA shall have the right to estimate the amount of such damage and to pay the same and the amount so paid for such damage shall be deducted from the money due the Contractor under this contract; or the whole or so much of the

money due or to become due the Contractor under this contract as may be considered necessary by the HWMA, shall be retained by the HWMA until such suits or claims for damages shall have been settled or otherwise disposed of and satisfactory evidence to that effect furnished to the HWMA.

Contractor's responsibility for defense and indemnity obligations shall survive the termination or completion of this Contract for the full period of time allowed by law.

The defense and indemnification obligations of the Contract are undertaken in addition to, and shall not in any way be limited by, the insurance obligations contained in this Contract.

6-05. Protection of Persons and Property. The Contractor shall furnish such watchman, guards, fences, warning signs, walks and lights as shall be necessary and shall take all other necessary precautions to prevent damage or injury to persons or property.

All property line fences and improvements in the vicinity of the work shall be protected by the Contractor and, if they are injured or destroyed, they and any other property injured by the Contractor, his or her employees or agents, shall be restored to a condition as good as when he or she entered upon the work.

6-06. Protection of HWMA Against Patent Claims. All fees, royalties or claims for any patented invention, article or method that may be used upon or in any manner connected with the work under this contract shall be included in the price bid for the work and the Contractor and his or her sureties shall protect and hold the HWMA, together with all of their respective officials, officers, agents, employees, harmless against any and all demands made for such fees or claims brought or made on account of this contract. The Contractor shall, if requested by the Project Engineer, furnish acceptable proof of a proper release from all such fees or classes.

Should the Contractor, his or her agents, servants or employees, or any of them be enjoined from furnishing or using any invention, article, material or appliance supplied or required to be supplied or used under this Contract, the Contractor shall promptly substitute other articles, materials or appliance, in lieu thereof, of equal efficiency, quality, finish, suitability and market value and satisfactory in all respects to the Project Engineer. Or, in the event that the Project Engineer elects, in lieu of such substitution, to have supplied and to retain and use, any such invention, article, material or appliance, as may by this contract be required to be supplied, in that event the Contractor shall pay such royalties and secure such valid licenses as may be requisite and necessary for the HWMA, its officers, agents, servants and employees, or any of them, to use such invention, article, material or appliance without being disturbed or in any way interfered with by any proceeding in law or equity on account thereof. Should the Contractor neglect or refuse to make the substitution promptly, or to pay such royalties and secure such licenses as may be necessary, then in that event the Project Engineer shall have the right to make such substitution, or the HWMA may pay such royalties and secure such licenses and charge the cost thereof against any money due to the Contractor from the HWMA or recover the amount thereof from him or her and his or her sureties notwithstanding final payment under this contract may have been made.

6-07. Protection of Contractor's Work Property. The Contractor shall protect his or her work, supplies and materials from damage due to the nature of the work, the action of the elements, trespassers, or any cause whatsoever under his or her control, until the completion and acceptance of the work. Neither the HWMA nor any of their respective officials, officers, employees or agents assumes any responsibility for collecting indemnity from any person or persons causing damage to the work of the Contractor.

6-08. Regulations and Permits. The Contractor shall secure and pay for permits unless otherwise stated in the Technical Specifications, give all notices and comply with all laws, ordinances, rules and regulations bearing on the conduct of the work as drawn and specified. If the Contractor observes that the Plans and Special Provisions are at variance therewith, he or she shall promptly notify the Project Engineer in writing and any necessary changes shall be adjusted as provided in the contract for changes in the work.

6-09. Construction Utilities. The Contractor shall be responsible for providing for and in behalf of his or her work, all necessary utilities, such as special connection to water supply, telephones, power lines, fences, roads, watchmen, suitable storage places, etc.

6-10. Approval of Contractor's Plans. The approval by the Project Engineer of any drawing or any method of work proposed by the Contractor in accordance with paragraph 8-06 shall not relieve the Contractor of any of his or her responsibility for his or her errors therein and shall not be regarded as any assumption of risk or liability by the HWMA or any officer or employee thereof and the Contractor shall have no claim under this contract on account of the failure or partial failure or inefficiency of any plan or method so approved. Such approval shall be considered to mean merely that the Project Engineer has no objection to the Contractor's using, upon his or her own full responsibility the plan or method approved.

6-11. Suggestions to the Contractor. Any plan or method of work suggested by the Project Engineer to the Contractor, but not specified or required, if adopted or followed by the Contractor in whole or in part, shall be used at the risk and responsibility of the Contractor; and the Project Engineer and the HWMA shall assume no responsibility thereof.

6-12. Termination of Unsatisfactory Subcontracts. If any subcontractor(s) fail to perform in a satisfactory manner the work undertaken by him, such subcontract shall be terminated immediately by the Contractor upon notice from the Project Engineer.

6-13. Preservation of Stakes and Marks. The Contractor shall preserve carefully bench marks, reference points and stakes. In case of destruction, the Contractor shall replace stakes, reference points and bench-marks and shall be responsible for any mistakes that may be caused by their unnecessary loss or disturbance. Contractor's attention is directed to Section 7-03 of these General Provisions.

6-14. Assistance to Project Engineer. At the request of the Project Engineer the Contractor shall provide labor from its force and tools, stakes and other materials to assist the Project Engineer temporarily in making measurements and surveys and in establishing temporary or permanent reference marks. Payment for such materials and assistance will be made as provided for under the caption "Extra Work," however, the cost of setting stakes and marks carelessly lost or destroyed by the Contractor's labor will be assessed to the Contractor.

6-15. Removal of Condemned Materials and Structures. The Contractor shall remove from the site of the work, without delay, all rejected and condemned materials or structures of any kind brought to or incorporated in the work, and upon his or her failure to do so, or to make satisfactory progress in so doing, within forty-eight (48) hours after the service of a written notice from the Project Engineer, the condemned material or work may be removed by the HWMA and the cost of such removal shall be taken out of the money that may be due or may become due the Contractor on account of or by virtue of this contract. No such rejected or condemned material shall again be offered for use by the Contractor under this Contract.

6-16. Proof of Compliance with Contract Documents. In order that the Project Engineer may determine whether the Contractor has complied with the requirements of the Contract Documents, not readily enforceable through inspection and tests of the work and materials, the Contractor shall, at any time when requested, submit to the Project Engineer properly authenticated documents or other satisfactory proofs as to his or her compliance with such requirements.

6-17. Errors and Omissions. If the Contractor, in the course of the work, finds any errors or omissions in Plans or in the layout as given by survey points and instruction, or if he or she finds any discrepancy between the Plans and the physical conditions of the locality, he or she shall immediately inform the Project Engineer, in writing and the Project Engineer shall promptly verify the same. Any work done after such discovery, until authorized, will be done at the Contractor's risk.

6-18. Cooperation. The Contractor shall cooperate with all other contractors who may be performing work in behalf of the HWMA and workmen who may be employed by the HWMA on any work in the vicinity of the work to be done under this contract with the work of such contractors or workmen. Contractor shall make good promptly, at his or her own expense, any injury or damage that may be sustained by other contractors or employees of the HWMA at his or her hands.

Any difference or conflict which may arise between the Contractor and other contractors, or between the contractor and workmen of the HWMA in regard to their work shall be adjusted and determined by the Project Engineer. If the work of

the Contractor is delayed because of any acts or omissions of any other contractor or of the HWMA, the Contractor shall on that account have no claim against the HWMA other than for an extension of time.

6-19. Right of Contractor to Stop Work. Under the following conditions the Contractor shall have the right to stop the work and terminate the Contract upon ten (10) days written notice to the Project Engineer and recover from the HWMA payment for all work actually performed and for all satisfactory materials actually delivered to the site of the work for permanent incorporation therein, all as may be shown by the estimate of the Project Engineer.

(1) If the work is stopped under an order of any court or other competent public authority for a period of time of three (3) months through no act or fault of the Contractor or of anyone employed by him.

(2) If the Project Engineer fails to issue the monthly certificate for payment in accordance with the terms of the Contract Documents.

(3) If the HWMA fails to pay the Contractor within sixty (60) days after it shall have become due, as provided by the terms of the Contract Document, any sum certified by the Project Engineer or awarded by the HWMA.

All provided that if such action to terminate the contract be not instituted by the Contractor within ten (10) days after the alleged existence of such condition and if written notice of such action be not at that time delivered to the HWMA and the Project Engineer, then such right shall lapse until another occasion arises according to this section.

6-20. Hiring and Dismissal of Employees. The Contractor shall employ only such foremen, mechanics and laborers as are competent and skilled in their respective lines of work and whenever the Project Engineer shall notify the Contractor that any person on the work is, in his or her opinion, incompetent, unfaithful, intemperate or disorderly, or refuses to carry out the provisions of this contract, or uses threatening or abusive language to any person on the work representing the HWMA, or is otherwise unsatisfactory, such person shall be discharged immediately from the work and shall not be reemployed upon it except with the consent of the Project Engineer.

6-21. Wage Rates.

1. Contractor shall pay all mechanics and laborers employed or working upon the site of the work unconditionally and without subsequent deductions or rebate on any account the full amounts due at the time of payment at wage rates not less than those contained in the applicable prevailing wage determination, regardless of any contractual relationship which may be alleged to exist between the Contractor and subcontractors and such laborers and mechanics.

2. Contractor shall comply with the California Labor Code Section 1775. In accordance with said Section 1775, Contractor shall forfeit as a penalty to the HWMA, \$200.00 for each calendar day or portion thereof, for each worker paid less than the applicable prevailing wage rates for such work or craft in which such worker is employed for any work done under the Contract by him or her or by any subcontractor under him or her in violation of the provisions of the Labor Code and in particular, Labor Code Sections 1770 to 1780, inclusive. In addition to said penalty and pursuant to Section 1775, the difference between such applicable prevailing wage rates and the amount paid to each worker for each calendar day or portion thereof for which each worker was paid less than the applicable prevailing wage rate shall be paid to each worker by the Contractor.

3. Pursuant to the provision of Section 1770 of the Labor Code of the State of California, HWMA has ascertained the general prevailing rate of wages (which rate includes employer payments for health and welfare, vacation, pension and similar purposes) applicable to the work to be done, for straight time work. The holiday wage rate listed shall be applicable to all holidays recognized in the collective bargaining agreement of the particular craft, classification or type of workmen concerned. The Contractor shall post the wage determination at the site of work in a prominent place where it can easily be seen by the workers.

4. HWMA will not recognize any claim for additional compensation because the Contractor has paid any rate in excess of the prevailing wage rate obtained by the Project Engineer. The possibility of wage increases is one of the elements to be considered by the Contractor in determining its bid and will not in any circumstances be considered as the basis for a claim against the HWMA.

5. Apprentices.

Attention is directed to the provisions in Sections 1777.5 and 1777.6 of the California Labor Code concerning the employment of apprentices by the Contractor or any subcontractor under him or her. The contractor and any subcontractor under him or her shall comply with the requirements of said sections in the employment of apprentices.

Information relative to apprenticeship standards, wage schedules and other requirements may be obtained from the Director of Industrial Relations, ex officio the Administrator of Apprenticeship, San Francisco, California, or from the Division of Apprenticeship Standards and its branch offices.

6. This project is subject to compliance monitoring and enforcement by the Department of Industrial Relations.

6-22. Cleaning Up. The Contractor shall not allow the site of the work to become littered with trash and waste material, but shall maintain the same in a neat and orderly condition throughout the construction period. The Project Engineer shall have the right to determine what is or is not waste material or rubbish and the place and manner of disposal.

On or before the completion of the work, the Contractor shall without charge therefore carefully clean out all pits, pipes, chambers, or conduits and shall tear down and remove all temporary structures built by him or her and shall remove rubbish of all kind from any of the grounds which he or she has occupied and leave them in first class condition.

6-23. Guaranty. All work shall be guaranteed for a period of one year from the date of acceptance by the HWMA. The Contractor shall promptly make all needed repairs arising out of defective materials, workmanship and equipment.

The HWMA is hereby authorized to make such repairs if within ten days after the mailing of a notice in writing to the Contractor or his or her agent, the Contractor shall neglect to make or undertake with due diligence the aforesaid repairs, provided, however, that in case of an emergency where, in the opinion of the HWMA delay would cause serious loss or damage, repairs may be made without notice being sent to the Contractor and the Contractor shall pay the costs thereof.

Pursuant to the provisions of Section 4-03 of the Special Provisions, the Contractor shall furnish a Defective Material and Workmanship Bond in an amount not less than 5 percent of the total Contract price, which shall be effective for a period of one (1) year after the completion and acceptance of the work.

SECTION 7. RESPONSIBILITIES AND RIGHTS OF HWMA

7-01. Authority of the Project Engineer. All work done under this Contract shall be done in a workmanlike manner and shall be performed to the reasonable satisfaction of the Project Engineer. To prevent disputes and litigation, the Project Engineer (1) shall in all cases determine the amount, quality, acceptability and fitness of the several kinds of work and materials which are to be paid for under this Contract, (2) shall decide all questions relative to the true construction, meaning and intent of the Special Provisions and Drawings, (3) shall decide all questions which may arise relative to the classifications and measurements of quantities and materials and the fulfillment of this Contract and (4) shall have the power to reject or condemn all work or material which does not conform to the Contract Documents. The Project Engineer's estimate and decision in all matters shall be a condition precedent to an appeal for arbitration, or the right of the Contractor to receive, demand, or claim any money or other compensation under this Contract and a condition precedent to any liability on the part of the HWMA to the Contractor on account of this contract. Whenever the Project Engineer shall be unable to act, in consequence of absence or other cause, then such Project Engineer as the HWMA shall designate and shall perform any and all of the duties and be vested with any or all of the powers herein given to the Project Engineer.

7-02. Observation. The HWMA will provide a Project Engineer for the inspection of the work.

The Project Engineer and his or her representatives shall at all times have access to the work whenever it is in preparation or progress and the Contractor shall provide proper facilities for such access and inspection.

If the Special Provisions, the Project Engineer's instruction, laws, ordinances, or any authority requires any work to be specially tested or approved, the Contractor shall give the Project Engineer timely notice of its readiness for inspection and, if the inspection is by an authority other than the Project Engineer, of the date fixed for such inspection. Inspections by the Project Engineer shall be promptly made at the source of supply where practicable. If any work shall be covered up without approval or consent of the Project Engineer, it must, if required by the Project Engineer, be uncovered for examination and properly restored at the Contractor's expense.

Re-examination of any work may be ordered by the Project Engineer and, if so ordered, the work must be uncovered by the Contractor. If such work is found to be in accordance with the Contract Documents, the HWMA shall pay the cost of re-examination and replacement. If such work is not in accordance with the Contract Documents, the Contractor shall pay such cost.

Properly authorized and accredited inspectors shall be considered to be the representatives of the HWMA limited to the duties and powers entrusted to them. It will be their duty to inspect materials and workmanship of those portions of the work to which they are assigned, either individually or collectively, under instructions of the Project Engineer and to report any and all deviations from the Drawings, Special Provisions and other contract provisions which may come to their notice. Any inspector may be considered to have the right to order the work entrusted to his or her supervision stopped, if in his or her opinion such action becomes necessary, until the Project Engineer is notified and has determined and ordered that the work may proceed in due fulfillment of all contract requirements.

7-03. Surveys. Contractor shall furnish all land surveys, establish all base lines and bench marks and make sufficient detailed surveys needed for working points, lines and elevations. The Contractor shall develop all slope stakes and batter boards. Contractor shall also develop all additional working points, lines and elevations as he or she may desire to facilitate his or her methods and sequence of construction.

7-04. Rights-of-Way. The HWMA will provide all rights-of-way and easements in or beneath which pipes and other structures will be constructed by the Contractor under the Contract Documents.

7-05. Retention of Imperfect Work. If any portion of the work done or material furnished under this Contract shall prove defective and not in accordance with the Plans and Special Provisions, and if the imperfection in the same shall not be of sufficient magnitude or importance to make the work dangerous or undesirable, the Project Engineer shall have the right and authority to retain such work instead of requiring the imperfect work to be removed and reconstructed, but he or she shall make such deductions therefor in the payments due or to become due the Contractor as may be just and reasonable.

7-06. Changes in the Work. The Owner shall have the right, in writing, to order additions to, omissions from, or corrections, alterations and modifications in the line, grade, form, dimensions, plan, or kind or amount of work or materials herein contemplated, or any part thereof, either before or after the beginning of construction. Such alterations shall in no way affect, vitiate, or make void this contract or any part thereof, except that which is necessarily affected by such alterations and is clearly the evident intention of the parties to this contract.

Unless otherwise specifically directed in writing by the Owner or Project Engineer, prior to performing additional work, the Contractor shall submit a written request for change order to the Project Engineer and Owner for review. No extra work shall be performed or change made except pursuant to a written order from the Owner or Project Engineer stating the extra work or change is authorized, and setting forth the basis upon which payment is to be made. No claim for additional compensation shall be valid unless pursuant to such a change order. Nothing in this section shall excuse the Contractor from proceeding with the prosecution of the changed work. When required by the Owner or Project Engineer, the Contractor shall furnish an itemized breakdown of the quantities and prices used in computing the value of any ordered change.

7-07. Additional Drawings by HWMA. The Drawings made a part of the Contract Documents are intended to be fairly comprehensive and to indicate in more or less detail the scope of the work. In addition to these Drawings, however, the Project Engineer may furnish additional clarification from time to time during the progress of the work as are necessary to make clear or to define in greater detail the intent of the Special Provisions and the Contract Drawings and the Contractor shall make his or her work conform to all such Drawings.

7-08. Additional and Emergency Protection. Whenever the Contractor has not taken sufficient precautions for the safety of the public or the protection of the works to be constructed under this Contract, or of adjacent structures or property which may be injured by the processes of construction on account of such neglect and whenever, an emergency shall arise and immediate action shall be considered necessary in order to protect public or private, personal or property interest, then and in that event, the HWMA, with or without notice to the Contractor may provide suitable protection to the said interests by causing such work to be done and such material to be furnished as shall provide such protection.

The cost and expense of such work and material so furnished shall be borne by the Contractor and, if the same shall not be paid on presentation of the bills therefor, then such costs shall be deducted from any amounts due or to become due the Contractor.

7-09. Suspension of Work. The HWMA may at any time suspend the work or any part thereof by giving five (5) days written notice to the Contractor. The work shall be resumed by the Contractor within ten (10) days after the date fixed in the written notice from the HWMA to the Contractor so to do. The HWMA shall reimburse the Contractor for expense incurred by the Contractor in connection with the work under this Contract as a result of such suspension.

If the work, or any part thereof, shall be stopped by the notice in writing aforesaid and if the HWMA does not give notice in writing to the Contractor to resume work at a date within ten (10) days of the date fixed in the written notice to suspend, then the Contractor may abandon that portion of the work so suspended and he or she will be entitled to the estimates and payments for all work done on the portions so abandoned, if any, plus five (5) percent of the value of the work so abandoned, to compensate for loss of overhead, plant expense and anticipated profit.

7-10. Right of HWMA to Terminate Contract. If the Contractor is adjudged bankrupt, or if the Contractor makes a general assignment for the benefit of the Contractor's creditors, or if a receiver is appointed on account of the Contractor's insolvency, or if the Contractor persistently or repeatedly refuses or fails, except in cases for which extension of time is provided, to supply sufficient properly skilled workmen or proper materials, or if the Contractor fails to make prompt payments to subcontractors or for material or labor, or persistently disregard laws, ordinances or the instructions of the Project Engineer, or otherwise be guilty of a substantial violation of any provision of the contract, then the HWMA, upon the certificate of the Project Engineer that sufficient cause exists to justify such action, may, without prejudice to any other right or remedy and after giving the Contractor seven days written notice, terminate the work of the Contractor and take possession of the premises and of all materials, tools and appliances and finish the work by whatever method the HWMA may deem expedient. In such case, the Contractor shall not be entitled to receive any further payment until the work is finished. If the unpaid balance of the contract price shall exceed the expense of finishing the work, including

compensation for additional managerial and administrative services, *the remainder of the Contractor's unpaid balance will be paid*. If such expense shall exceed such unpaid balance, the Contractor shall pay the difference to the HWMA. The expense incurred by the HWMA as herein provided and the damage incurred through the Contractor's default, shall be certified by the Project Engineer.

7-11. Use of Completed Portions. The HWMA shall have the right to take possession of and use any completed or partially completed portions of the work, notwithstanding the time for completing the entire work or such portions which may not have expired; but such taking possession and using shall not be deemed an acceptance of any work not completed in accordance with the contract documents. If such prior use increases the cost of or delays the work, the Contractor shall be entitled to such extra compensation, or extension of time or both, as the Project Engineer may determine.

SECTION 8. WORKMANSHIP, MATERIALS and EQUIPMENT

8-01. General Quality. Materials and equipment shall be new and of a quality equal to that specified or approved. Work shall be done and completed in a thorough and workmanlike manner.

8-02. Quality in Absence of Detailed Specifications. Whenever the Contractor is required to furnish materials or manufactured articles or do work for which no detailed specifications are set forth, the materials or manufactured articles shall be of the best grade in quality and workmanship obtainable in the market from firms of established good reputation, or, if not ordinarily carried in stock, shall conform to the usual standards for first-class materials or articles of the kind required, with due consideration of the use to which they are to be put. In general, the work performed shall be in full conformity and harmony with the intent to secure the best standard of construction and equipment of the work as a whole or in part.

8-03. Materials and Equipment Specified by Name. Whenever any material or equipment is indicated or specified by patent or proprietary name or by the name of the manufacturer, such specification shall be considered as used for the purpose of describing the material or equipment desired and shall be considered as followed by the words "or approved equal". The Contractor may offer any material or equipment which shall be equal, or better, in every respect to that specified, provided that written approval first is obtained from the Project Engineer.

8-04. Source of Materials. Price, fitness and quality being equal, preference shall be given by the Contractor for supplies grown, manufactured or produced in the State of California and, next, for such products partially produced in this State in accordance with Government Code Section 4332.

8-05. Storage of Materials. Materials shall be stored to ensure the preservation of their quality and fitness for the work. They shall be so located and disposed that prompt and proper inspection thereof may be made.

8-06. Drawings, Samples and Tests. The Contractor shall submit to the Project Engineer submittals when requested in the Technical Specifications. The Contractor shall have no claims for damages or for extension of time on account of any delay due to the revision of drawings or rejection of material. Fabrication or other work performed in advance of approval shall be done entirely at the Contractor's risk. After approval of equipment or material, the Contractor shall not deviate in any way from the design and specifications given without the written consent of the Project Engineer.

When requested by the Project Engineer, a sample or test specimens of the materials to be used or offered for use in connection with the work shall be prepared at the expense of the Contractor and furnished by him or her in such quantities and sizes as may be required for proper examination and tests, with all freight charges prepaid and with information as to their sources.

All samples shall be submitted before shipment and in ample time to permit the making of proper tests, zeres, or examination before the time at which it is desired to incorporate the material into the work. All tests of materials furnished by the Contractor shall be made by a certified testing laboratory. Samples shall be secured and tested whenever necessary to determine the quality of the material.

SECTION 9. PROSECUTION OF WORK

9-01. Equipment and Methods. The work under this Contract shall be prosecuted with all materials, tools, machinery, apparatus and labor, and by such methods as are necessary to the complete execution of everything described, shown, or reasonably implied. If at any time before the beginning or during the progress of the work, any part of the Contractor's plant or equipment, or any of his or her methods of execution of the work, appear to the HWMA to be unsafe, inefficient, or inadequate to insure the required quality or the rate of progress of the work, he or she may order the Contractor to increase or improve his or her facilities or methods and the Contractor shall comply promptly with such orders; but, neither compliance with such orders nor failure of the Project Engineer to issue such orders shall relieve the Contractor from his or her obligation to secure the degree of safety, the quality of the work and the rate of progress required of the Contractor. The Contractor alone shall be responsible for the safety, adequacy and efficiency of his or her plant, equipment and methods.

9-02. Time of Completion. The Contractor shall promptly begin the work and shall complete and make ready for full use all work within the time set forth in the Contract.

9-03. Avoidable Delays. Avoidable delays in the prosecution or completion of the work shall include all delays which might have been avoided by the exercise of care, prudence, foresight and diligence on the part of the Contractor. The HWMA will consider as avoidable delays within the meaning of this Contract (1) delays in the prosecution of parts of the work, which may in themselves be unavoidable, but do not necessarily prevent or delay the prosecution of other parts of the work nor the completion of the whole work within the time herein specified, (2) reasonable loss of time resulting from the necessity of submitting plans to the Project Engineer for approval and from the making of surveys, measurements, inspections, and testing and (3) such interruptions as may occur in the prosecution of the work on account of the reasonable interference of other contractors employed by the HWMA which do not necessarily prevent the completion of the whole work within the time herein specified.

9-04. Unavoidable Delays. Unavoidable Delays in the prosecution or completion of the work under this Contract shall include all delays which may result, through cause beyond the control of the Contractor and which he or she could not have provided against by the exercise of care, prudence, foresight and diligence. Orders issued by the HWMA changing the amount of work to be done, the quantity of material to be furnished or the manner in which the work is to be prosecuted and unforeseen delays in the completion of the work of other contractors under contract with the HWMA will be considered unavoidable delays, in so far as they necessarily interfere with the Contractor's completion of the whole of the work. Delays due to normally adverse weather conditions will not be regarded as unavoidable delays. However, truly abnormal amounts of rainfall, temperatures or other weather conditions for the location of the work and time of year may be considered as unavoidable delays if those conditions necessarily cause a delay in the completion of the work. "Abnormal" is defined as any event that exceeds a 10-year recurrence interval.

9-05. Notice of Delays. Whenever the Contractor foresees any delay in the prosecution of the work and, in any event, immediately upon the occurrence of any delay which the contractor regards as an unavoidable delay, he or she shall notify the Project Engineer in writing of the probability of the occurrence of such delay and its cause, in order that the Project Engineer may take immediate steps to prevent, if possible, the occurrence or continuance of the delay, or, if this cannot be done, may determine whether the delay is to be considered avoidable or unavoidable, how long it continues and to what extent the prosecution and completion of the work are to be delayed thereby.

9-06. Extension of Time. If any delays occur which the Project Engineer may consider unavoidable, as herein defined, the Contractor shall, pursuant to his or her application, be allowed an extension of time proportional to said delay or delays, beyond the time herein set forth, in which to complete this Contract; and liquidated damages for delay shall not be charged against the Contractor by the HWMA during an extension of time granted because of unavoidable delay or delays.

Any claim by Contractor for a time extension based on unavoidable delays shall be based on written notice delivered to the Project Engineer within 3 business days of the occurrence of the event giving rise to the claim. Failure to file said written notice within the time specified shall constitute a waiver of said claim. Notice of the full extent of the claim and all supporting data must be delivered to the Project Engineer within 45 days of the occurrence unless the Project Engineer specifies in writing a longer period. All claims for a time extension must be approved by the Project Engineer and incorporated into a written change order.

9-07. Unfavorable Weather and Other Conditions. During unfavorable weather and other conditions, the Contractor shall pursue only such portions of the work as shall not be damaged thereby. No portions of the work whose satisfactory quality or efficiency will be affected by any unfavorable conditions shall be constructed while these conditions remain, unless, by special means or precautions approved by the Project Engineer, the Contractor shall be able to overcome them.

The Contractor shall be granted a time extension of one day for each unfavorable weather day which prevents him or her from placing concrete forms or placing and finishing concrete or asphalt concrete. Such unfavorable weather day is defined as a rain day where precipitation prevents the contractor from performing the work more than four (4) continuous hours within the authorized work period or a temperature day where the ambient temperature is below that specified for the placement of materials associated with the controlling work item for more than four (4) continuous work hours of the authorized work period.

9-08. Expected Hours: The Landfill is open on weekdays except for state or federal holidays. Normal hours are Monday through Friday from 8:00 A.M. to 4:00 P.M. Provisions can be made for weekends and after-hours access if needed.

9-09. Hours of Labor. Eight (8) hours of labor shall constitute a legal day's work and the Contractor or any subcontractor shall not require or permit more than eight hours of labor in a day from any person employed by him or her in the performance of the work under this Contract, unless paying compensation for all hours worked in excess of eight (8) hours per day at not less than 1 ½ times the basic rate of pay.

SECTION 10. PAYMENT

10-01. Certification by Project Engineer. All payments under this Contract shall be made upon the presentation of certificates in writing from the Project Engineer and shall show that the work covered by the payments has been done and the payments thereof are due in accordance with this contract.

10-02. Progress Estimates and Payment. The Project Engineer shall, within the first seven (7) days of each month, make an estimate of the value of the work performed in accordance with this Contract during the previous calendar month.

The first estimate shall be of the value of the work satisfactorily completed in place and meeting the requirements of the contract. And every subsequent estimate, except the final estimate, shall be of the value of the work satisfactorily completed in place since the last preceding estimate was made; provided, however, that should the Contractor fail to adhere to the program of completion fixed in this Contract, the Owner shall deduct from the next and all subsequent estimates the full calculated accruing amount of the liquidated damages to the date of said estimate, until such time as the compliance with the program has been restored.

The estimate shall be signed by the Owner's representative and, after approval, the HWMA shall pay or cause to be paid to the Contractor in the manner provided by law, an amount equal to 95 percent of the estimated value of the work satisfactorily performed and complete in place.

10-03. Substitution of Securities.

1. At such times that Government Code Section 4590 is in effect Contractor may propose the substitution of securities of at least equal market value for any moneys to be withheld to ensure performance under the Contract. Market value shall be determined as of the day prior to the date such substitution is to take place. Such substitution shall be made at the request and expense of the Contractor. The securities shall be one or more of the following types:

(a) Bonds or interest-bearing notes or obligations of the United States, or those for which the faith and credit of the United States are pledged for the payment of principal and interest.

(b) Bonds or interest-bearing notes on obligations that are guaranteed as to principal and interest by a federal HWMA of the United States.

(c) Bonds of the State of California, or those for which the faith and credit of the State of California are pledged for the payment of principal and interest.

(d) Bonds, consolidated bonds, collateral trust debentures, consolidated debentures, or other obligations issued by Federal Land Banks or Federal intermediate Credit Banks established under the Federal Farm Loan Act, as amended; debentures and consolidated debentures issued by the Central Bank for Cooperatives and banks for cooperatives established under the Farm Credit Act of 1933, as amended; bonds, or debentures of the Federal Home Loan Bank Board established under the Federal Home Loan Bank Act; and stock, bonds, debentures and other obligations of the Federal National Mortgage Association established under the National Housing Act as amended and bonds of any Federal Home Loan Mortgage Corporation.

(e) Commercial paper of "prime" quality as defined by a nationally recognized organization which rates such securities. Eligible paper is further limited to issuing corporations: (1) organized and operating within the United States; (2) having total assets in excess of five hundred million dollars (\$500,000,000); and (3) approved by the Pooled Money Investment Board of the State of California. Purchases of eligible commercial paper may not exceed 180 days' maturity, nor represent more than 10 percent of the outstanding paper of an issuing corporation.

(f) Bills of exchange or time drafts on and accepted by a commercial bank, otherwise known as banker's acceptances, which are eligible for purchase by the Federal Reserve System.

(g) Certificates of deposits issued by a nationally or state-chartered bank or savings and loan association.

(h) The portion of bank loans and obligations guaranteed by the United States Small Business Administration or the United States Farmers Home Administration.

(i) Student loan notes insured under the Guaranteed Student Loan Program established pursuant to the Higher Education Act of 1965, as amended (20 U.S.C. 1001, et seq.) and eligible for resale to the Student Loan Marketing Association established pursuant to Section 133 of the Education Amendments of 1972, as amended (20 U.S.C. 1087-2).

(j) Obligations issued, assumed or guaranteed by International Bank for Reconstruction and Development, the Inter-American Development Bank, the Asian Development Bank, or the Government Development Bank of Puerto Rico.

(k) Bonds, debentures and notes issued by corporations organized and operating within the United States. Such securities eligible for substitution shall be within the top three ratings of a nationally recognized rating service.

2. The securities shall be deposited with HWMA or with any commercial bank as escrow agent, who shall arrange for transfer of such securities to the Contractor upon satisfactory completion of the contract. Any interest accrued or paid on such securities shall belong to the Contractor and shall be paid upon satisfactory completion of the contract.

The market value of the securities deposited shall at all times be maintained in an amount at least equal, in the sole judgment of HWMA, to the moneys to be withheld pursuant to the Contract Documents to ensure performance of the Contract. In order to comply with this condition, Contractor shall deposit additional securities as necessary upon request by HWMA or the escrow agent.

3. Upon acceptance of any Proposal that includes substituting securities for amounts withheld to ensure performance, a separate escrow agreement satisfactory in form and substance to HWMA shall be prepared and executed by HWMA, the Contractor and the escrow agent, which may be HWMA. The escrow agreement shall specify, among other matters, value of securities to be deposited; procedures for valuing the securities and for adding or withdrawing securities to maintain the market value of the deposited securities at least equal to the amount of moneys which would otherwise be withheld; the terms and conditions of conversion to cash in case of the default by the Contractor; and terms, conditions and procedure for termination of the escrow.

HWMA shall have no obligation to enter any such Agreement that does not provide the HWMA with the unilateral right to convert securities to cash and to gain immediate possession of the cash.

10-04. Acceptance. The work must be accepted by the HWMA when the whole shall have been completed satisfactorily. The Contractor shall notify the Project Engineer, in writing, of the completion of the work, whereupon the Project Engineer shall promptly, by personal inspection, satisfy himself as to the actual completion of the work in accordance with the terms of the contract and shall thereupon recommend acceptance by the HWMA.

10-05. Final Estimate and Payment. The Project Engineer shall, as soon as practicable after the final acceptance of the work done under this Contract, make a final estimate of the amount of work done thereunder and the value thereof.

Such final estimate shall be signed by the Project Engineer, and after approval, the HWMA shall pay or cause to be paid to the Contractor, in the manner provided by law, the entire sum so found to be due hereunder, after deducting therefrom all previous payments and such other lawful amounts as the terms of this Contract prescribe.

In no case will final payment be made in less than thirty-five (35) days after the filing of the notice of completion with the HWMA Recorder.

10-06. Delay Payments. If any payment due the Contractor or any estimate is delayed, through fault of the HWMA beyond the time stipulated, such delay shall not constitute a breach of contract or be the basis for a claim for damages, but the HWMA shall pay the Contractor interest on the amount of the payment at the rate of six (6) percent per annum for the period of such delay. The terms for which interest will be paid shall be reckoned, in the case of any monthly or progress payment, from the twentieth day of the month next succeeding the month in which the work was performed to the date of payment of the estimate; and in the case of the final estimate, from the forty-fifth day after acceptance to the date of payment of the final estimate.

The date of payment of any estimate shall be considered the day on which the payment is offered or mailed as evidenced by the records of the Treasurer of the HWMA. If interest shall become due on any delayed payment, the amount thereof, as determined by the HWMA, shall be added to a succeeding payment. If the interest shall become due on the final

payment, it shall be paid on a supplementary voucher to interest or any sum or sums which, by the terms of this Contract, the HWMA is authorized to reserve or retain.

10-07. Extra Work and Work Omitted. Whenever corrections, alterations, or modifications of the work under this Contract ordered by the Project Engineer and approved by the HWMA increase the amount of work to be done, such added work shall be known as "extra work"; and when such corrections, alterations, or modifications decrease the amount of work to be done, such subtracted work shall be known as "work omitted".

When the Contractor considers that any changes ordered involve extra work, he or she shall immediately notify the Project Engineer in writing and subsequently keep him or her informed as to when and where extra work is to be performed, provide a cost estimate for performing the work for approval by the HWMA before performing the work, and, if the estimate is approved, shall make claim for compensation therefor each month not later than the first day of the month following that in which the work claimed to be extra work was performed and he or she shall submit a daily complete statement of materials and labor used and expenses incurred on account of extra work performed, showing allocation of all materials, labor and expenses.

All such claims shall state the date of the Project Engineer's written order and the date of approval by the HWMA authorizing the work on account of which claim is made. Unless such notification is made in writing within the time specified and unless complete statements of materials used and expenses incurred on account of such extra work are furnished as above required, the Contractor shall not be entitled to payment on account of extra work and Contractor shall be deemed to have waived the right to make any future claims for compensation for such extra work.

When changes decrease the amount of work to be done, they shall not constitute a claim for damages on account of anticipated profits on the work that may be omitted.

10-08. Compensation for Extra Work or Work Omitted. Whenever corrections, additions, or modifications in the work under this Contract change the amount of work to be done or the amount of compensation due the Contractor, excepting increases or decreases in contract items having unit contract prices for each measurable quantity installed in place, and such changes have been ordered in writing by the Project Engineer and approved by the HWMA prior to the Contractor performing the extra work, then a price may be agreed upon. Failing such an agreement in price, either the extra work will not be performed or the Contractor shall be compensated for performing extra work pursuant to the provisions of Section 4-1.03 D, "Extra Work", and Section 9-1.03, "Force Account Payment" of the California Standard Specifications.

This method of determining the price of work shall not apply to the performance of any work which is required or reasonably implied to be performed or furnished under this Contract.

10-09. Compensation to the HWMA for Extension of Time. In case the work called for under this Contract is not completed within the time limit stipulated herein, the HWMA shall have the right as provided hereinabove, to extend the time of completion thereof. If the time limit be so extended, the HWMA shall have the right to charge to the Contractor and to deduct from the final payment for the work the actual cost to the HWMA of engineering, inspection, superintendence and other overhead expenses which are directly chargeable to the contract and which accrue during the period of such extension, except that the cost of final unavoidable delays shall not be included in such charges.

10-10. Liquidated Damages for Delay. It is agreed by the parties to the Contract that time is of the essence and that, in case all the work is not completed before or upon the expiration of the time limit as set forth, damage, other than those cost items identified in Section 10-09, will be sustained by the HWMA and that it is and will be impracticable to determine the actual amount of damage by reason of such delay; and it is therefore agreed that the Contractor will pay to the HWMA the amount per calendar day shown in Article 1 of the Contract.

SECTION 11. MISCELLANEOUS

11-01. Notice. Whenever any provision of the contract documents requires the giving of written notice, it shall be deemed to have been validly given if delivered in person to the individual or to a member of the firm or to an officer of the corporation for whom it is intended, or if delivered at or sent by registered or certified mail, postage prepaid, to the last business address known to the giver of the notice. If mailed, the notice shall be deemed received on the date of delivery stated in the return receipt.

11-02. Computation of Time. When any period of time is referred to in the Contract Documents by days, it shall be computed to exclude the first and include the last day of such period. If the last day of any such period falls on a Saturday or Sunday or on a day made a legal holiday by the law of the applicable jurisdiction, such day shall be omitted from the computation.

11-03. Litigation and Forum Selection. Contractor and HWMA stipulate and agree that any litigation relating to the enforcement or interpretation of this contract, arising out of Contractor's performance or relating in any way to the work shall be brought in Humboldt County Superior Court and that venue will lie in Humboldt County.

The parties waive any objections they might otherwise have to the propriety of jurisdiction or venue in the state courts in Humboldt County and agree that California law shall govern any such litigation.

The duties and obligations imposed by these General Conditions and the rights and remedies available hereunder to the parties hereto and, in particular but without limitation, the warranties, guaranties and obligations imposed upon the Contractor and all of the rights and remedies available to the HWMA thereunder, shall be in addition to and shall not be construed in any way as a limitation of, any rights and remedies available to any or all of them which are otherwise imposed or available by law or contract, by special warranty or guaranty, or by other provisions of the contract documents and the provisions of this paragraph shall be as effective as if repeated specifically in the contract documents in connection with each particular duty, obligation, right and remedy to which they apply. All warranties and guaranties made in the contract document shall survive final payment and termination or completion of this contract.

11-04. Waiver. The Contractor shall strictly comply with all notices and other contract requirements. Waiver by the HWMA of any failure of the Contractor to comply with any term of the contract, including the notice provisions, shall not be deemed a waiver of a subsequent breach.

11-05. Bid Protest. Any bid protest must be in writing and must be received by the Executive Director of Humboldt Waste Management Authority, 1059 W. Hawthorne Street, Eureka, CA 95501 or by email before 4:00 p.m. no later than three (3) working days following bid opening (the "Bid Protest Deadline") and must comply with the following requirements:

- A. Only a bidder who has actually submitted a Bid Proposal is eligible to submit a bid protest against another bidder. Subcontractors are not eligible to submit bid protests. A bidder may not rely on the bid protest submitted by another bidder, but must timely pursue its own protest.
- B. The bid protest must contain a complete statement of the basis for the protest and all supporting documentation. Material submitted after the Bid Protest Deadline will not be considered. The protest must refer to the specific portion or portions of the Contract Documents upon which the protest is based. The protest must include the name, address and telephone number of the person representing the protesting bidder if different from the protesting bidder.
- C. A copy of the protest and all supporting documents must also be transmitted by fax or by email, by or before the Bid Protest Deadline, to the protested bidder and any other bidder who has a reasonable prospect of receiving an award depending upon the outcome of the protest.
- D. The protested bidder may submit a written response to the protest, provided the response is received by the Executive Director before 5:00 p.m., within two (2) working days after the Bid Protest Deadline or after receipt of the bid protest, whichever is sooner (the "Response Deadline"). The response must include all supporting documentation. Material submitted after the Response Deadline will not be considered. The response must include the name, address and telephone number of the person representing the protested bidder if different from the protested bidder.

- E. The procedure and time limits set forth in this section are mandatory and are the bidder's sole and exclusive remedy in the event of bid protest. The bidder's failure to comply with these procedures shall constitute a waiver of any right to further pursue a bid protest, including filing a Government Code Claim or initiation of legal proceedings.

11-06. Claims Resolution. Any claims against HWMA made in connection with the work shall be made in accordance with Public Contracts Code section 9204 as follows:

1. Upon receipt of a claim pursuant to this section, HWMA shall conduct a reasonable review of the claim and, within a period not to exceed 45 days, shall provide the claimant a written statement identifying what portion of the claim is disputed and what portion is undisputed. Upon receipt of a claim, HWMA and the claimant may, by mutual agreement, extend the time period provided in this subdivision.
2. The claimant shall furnish reasonable documentation to support the claim.
3. If HWMA needs approval from its governing body to provide the claimant a written statement identifying the disputed portion and the undisputed portion of the claim, and the governing body does not meet within the 45 days or within the mutually agreed to extension of time following receipt of a claim sent by registered mail or certified mail, return receipt requested, HWMA shall have up to three days following the next duly publicly noticed meeting of the governing body after the 45-day period, or extension, expires to provide Contractor a written statement identifying the disputed portion and the undisputed portion.
4. Any payment due on an undisputed portion of the claim shall be processed and made within 60 days after HWMA issues its written statement. If HWMA fails to issue a written statement, paragraph (10) shall apply.
5. If the claimant disputes HWMA's written response, or if HWMA fails to respond to a claim issued pursuant to this section within the time prescribed, the claimant may demand in writing an informal conference to meet and confer for settlement of the issues in dispute. Upon receipt of a demand in writing sent by registered mail or certified mail, return receipt requested, HWMA shall schedule a meet and confer conference within 30 days for settlement of the dispute.
6. Within 10 business days following the conclusion of the meet and confer conference, if the claim or any portion of the claim remains in dispute, HWMA shall provide the claimant a written statement identifying the portion of the claim that remains in dispute and the portion that is undisputed. Any payment due on an undisputed portion of the claim shall be processed and made within 60 days after the public entity issues its written statement. Any disputed portion of the claim, as identified by the contractor in writing, shall be submitted to nonbinding mediation, with HWMA and the claimant sharing the associated costs equally. HWMA and claimant shall mutually agree to a mediator within 10 business days after the disputed portion of the claim has been identified in writing. If the parties cannot agree upon a mediator, each party shall select a mediator and those mediators shall select a qualified neutral third party to mediate with regard to the disputed portion of the claim. Each party shall bear the fees and costs charged by its respective mediator in connection with the selection of the neutral mediator. If mediation is unsuccessful, the parts of the claim remaining in dispute shall be subject to applicable procedures outside this section.
7. For purposes of this section, mediation includes any nonbinding process, including, but not limited to, neutral evaluation or a dispute review board, in which an independent third party or board assists the parties in dispute resolution through negotiation or by issuance of an evaluation. Any mediation utilized shall conform to the timeframes in this section.
8. Unless otherwise agreed to by HWMA and the Contractor in writing, the mediation conducted pursuant to this section shall excuse any further obligation under Section 20104.4 to mediate after litigation has commenced.

9. This section does not preclude HWMA from requiring arbitration of disputes under private arbitration or the Public Works Contract Arbitration Program, if mediation under this section does not resolve the parties' dispute.
10. Failure by HWMA to respond to a claim from a contractor within the time periods described in this subdivision or to otherwise meet the time requirements of this section shall result in the claim being deemed rejected in its entirety. A claim that is denied by reason of the public entity's failure to have responded to a claim, or its failure to otherwise meet the time requirements of this section, shall not constitute an adverse finding with regard to the merits of the claim or the responsibility or qualifications of the claimant.
11. Amounts not paid in a timely manner as required by this section shall bear interest at seven (7) percent per annum.
12. If a subcontractor or a lower tier subcontractor lacks legal standing to assert a claim against HWMA because privity of contract does not exist, the contractor may present to HWMA a claim on behalf of a subcontractor or lower tier subcontractor. A subcontractor may request in writing, either on his or her own behalf or on behalf of a lower tier subcontractor, that the contractor present a claim for work which was performed by the subcontractor or by a lower tier subcontractor on behalf of the subcontractor. The subcontractor requesting that the claim be presented to HWMA shall furnish reasonable documentation to support the claim. Within 45 days of receipt of this written request, the contractor shall notify the subcontractor in writing as to whether the contractor presented the claim to HWMA and, if the original contractor did not present the claim, provide the subcontractor with a statement of the reasons for not having done so.

SPECIAL PROVISIONS AND TECHNICAL SPECIFICATIONS

SECTION 12. GENERAL INFORMATION

12-01. Arrangement of Technical Specifications. The Technical Specifications are arranged in sections using the CSI Format covering the various phases of work as follows:

Section No.	Title
12	General Information
13	Exclusions from General Conditions
14	Amendments to General Conditions
15	Construction Details

12-02. Arrangement of Project Specific Plans. There are no project specific plans beyond the description of the Scope of Work within this overall document.

12-03. Permits. The Contractor shall provide, procure and pay for all permits including encroachment permits required to carry on and complete this work, if applicable. Note, this scope of work does not include any activity that will require an encroachment permit. An authority to construct (ATC) through the North Coast Unified Air Quality Management District, if required, will be obtained by HWMA.

12-04. Standard Specifications and Standard Plans. The Standard Specifications and Standard Plans of the California State Department of Transportation, 2023, (herein "California Standard Specifications" and "California Standard Plans," respectively), which are hereby made a part of these Special Provisions except as expressly modified. Further, the California Standard Specifications are superseded by these documents and specification where in conflict or otherwise contradictory.

Whenever in the California Standard Specifications and the California Standard Plans the following terms are used, they shall be understood to mean and refer to the following:

Department of Transportation – Humboldt Waste Management Authority.

Director of Public Works – Humboldt Waste Management Authority Executive Director.

Project Engineer - The Engineer, designated by the HWMA, acting either directly or through properly authorized agents, such agents acting within the scope of the particular duties entrusted to them.

Laboratory - The designated laboratory authorized by the HWMA to test materials and work involved in the contract.

State - The Humboldt Waste Management Authority.

Other terms appearing in the California Standard Specifications and the California Standard Plans shall have the intent and meaning specified in Section I, Definition of Terms of the California Standard Specifications.

In case of discrepancy between the contract documents, the order of precedence from the highest to lowest is as follows:

1. (HWMA) Special Provisions
2. (HWMA) Project Plans
3. (HWMA) Standard Plans and Details
5. California Standard Plans
6. California Standard Specifications

Notwithstanding the above, any discrepancies shall be coordinated with the Project Engineer for clarification. This is the Contractor's responsibility.

12-05. Temporary Facilities. All temporary facilities are the responsibility of the Contractor. The removal of said facilities shall be the responsibility of the Contractor. The Contractor shall be responsible for any and all damages to existing facilities which are a result of the work.

12-06. Existing Utilities. It is the responsibility of the Contractor to contact Underground Services Alert and mark the locations of existing utilities. The accuracy of completeness of existing underground utilities (both public and privately owned) on the Drawings is not guaranteed, however, unless otherwise indicated on the Project Plans or in these Special Provisions, all water, gas or sewer lines, lighting, power or telephone conduits, structures, house connections lines and other surface or subsurface structures of any nature that may be affected by the work shall be maintained by the Contractor and shall not be disturbed, disconnected or damaged by him or her during the progress of the work; provided, that if the Contractor in the performance of the work disturbs, disconnects or damages any of the above, all expenses of whatever nature arising from such disturbance or the replacement or repair thereof shall be borne by the Contractor.

In case it is necessary to move permanently or to maintain temporarily the property of any public utility or other property, the cost must be borne by the Contractor. All existing utilities shall be kept in service during the progress of the work. Where protection is required to insure support located substantially as shown on the Project Plans, the Contractor shall furnish and place the necessary protection at his or her expense.

12-07. Public Convenience and Safety. The Contractor shall conduct operations so as to cause the least possible obstruction and inconvenience to HWMA customer traffic. The Contractor shall, at his or her expense, furnish such flag persons and furnish, erect, construct and maintain such fences, barriers, lights, signs, detours, pedestrian walkways, driveway ramps and bridging as may be necessary to give adequate warning to HWMA customers that work is in progress and that dangerous conditions exist, and to provide access to abutting properties and to permit the flow of pedestrian and vehicular traffic to safely and expeditiously pass the work. The Contractor shall coordinate operations with the HWMA Operations Manager and/or the HWMA Operations Supervisor, so as to minimize disruption of routine on-site activities by HWMA personnel and the general public.

12-08. Cooperation. Attention is directed to Section 5-1.20 of the California Standard Specifications.

Other construction work by other forces relocating power lines, telephone lines and pipe lines, and constructing other improvements, may be in progress within and adjacent to the limits of the work at the time the work is being performed.

The Contractor for the work herein specified shall cooperate with the force engaged in performing other work as above described to the end that such forces may conduct their operations with as little inconvenience and delay as possible, and the Contractor shall permit such forces passage through the work as is reasonable and necessary to transport their materials and equipment to the site of their operations.

Full compensation for conforming to the requirements of this Section shall be considered as included in the prices paid for the various contract items of work and no additional allowance will be made therefore.

12-09. Dust Control. Dust control shall conform to the provisions in Section 14-9.03 of the California Standard Specifications and these Special Provisions (if noted).

Full compensation for dust control shall be considered as included in the prices paid for the various contract items of work, and no additional compensation will be allowed therefor.

12-10. Stream Pollution. The Contractor shall exercise every reasonable precaution to prevent muddying or silting of live streams, and the Contractor's attention is called to the fact that the terms of this contract do not relieve him or her of responsibility for compliance with Sections 5650 and 12015 of the Fish and Game Code or other applicable statutes relating to pollution prevention or abatement.

12-11. Notification of Underground Service Alert (USA). The Contractor shall notify Underground Service Alert (USA) two (2) working days prior to any excavation. Dial (toll free) 1 (800) 227-2600.

12-12. Modifications of Standard Specifications.

- A. Variance of final quantities from bid quantities: Because of the nature of the work, final quantities may vary significantly from the estimated quantities on the proposal form. It is assumed that because of the nature of

the work, overhead will be distributed proportionally across the unit prices quoted by the Contractor. Therefore, Section 9-1.06c of the California Standard Specifications that allows calculation of change in overhead final quantity by more than 25% from the estimated bid quantities is deleted from the Standard Specifications. It is assumed that all overhead is contained within the unit prices and the overhead will change in proportion to the amount of work provided.

SECTION 13. MODIFICATION AND EXCLUSIONS FROM GENERAL CONDITIONS

13-01. Provisions to be Excluded from General Conditions. The following designated provisions of the General Conditions are hereby determined to be inapplicable to the proposed work and, therefore, are hereby excluded from the terms of the Contract Documents as though entirely omitted from said General Conditions:

No exclusions.

SECTION 14. AMENDMENTS TO GENERAL CONDITIONS

14-01. Sections of General Conditions to be Amended.

The following designated sections of the General Conditions are hereby amended to read as follows:

No amendments.

SECTION 15. CONSTRUCTION SPECIFICATIONS

Refer to the Scope of Work description in the first section of the Contract Documents.

SECTION 16. CONTRACT

Humboldt Waste Management Authority

CONTRACT

FOR

Cummings Road Landfill Flare Heatshields and Paint

THIS CONTRACT, is made this _____ day of _____, by and between Humboldt Waste Management Authority, hereinafter called the HWMA and

_____, a
_____, [legal capacity of contractor], hereinafter called the Contractor.

WITNESSETH:

WHEREAS, the HWMA has caused to be prepared in accordance with law, specifications, drawings and other Contract Documents for the work herein described and shown and has approved and adopted these Contract Documents, and has caused to be published in the manner and for the time required by law a notice to bidders inviting sealed proposals for doing the work in accordance with the terms of this contract; and

WHEREAS, the Contractor, in response to the notice to bidders, has submitted to the HWMA a sealed proposal accompanied by a proposal guaranty in an amount of not less than 10 percent of the bid price for the construction of the proposed work in accordance with the terms of this contract; and

WHEREAS, the HWMA, in the manner prescribed by law, has publicly opened, examined and canvassed the proposals submitted and as a result has determined and declared the Contractor to be the lowest responsible bidder for the work and for the sums named in the proposal.

NOW, THEREFORE, for valuable consideration the sufficiency of which is acknowledged, the Parties agree as follows:

Article 1. Work to be Done and Contract Days Allowed.

Contractor shall provide all necessary machinery, tools, apparatus and other means of construction; shall furnish all materials, superintendence, overhead, expenses, all labor and expenses of whatever nature necessary for completion of the work in conformity with the Special Provisions and other contract documents hereto attached and according to such instructions as may be given by the Engineer. The Contractor shall complete all of the work described in this contract except as allowed in the Technical Specifications within ninety (90) calendar days. Contract days shall be counted starting with the 10th day following receipt of notice that the contract has been executed by the HWMA. Contractor, at his or her option, may begin work prior to start of counting contract days, however, in no event shall the Contractor start work without giving notification to the Owner and Engineer as indicated in Section 9-02, or without having submitted certificates of insurance that have been accepted and approved by the HWMA. The Contractor will pay to the HWMA the sum of five hundred (\$500.00) dollars per day for each and every working day delay beyond the time prescribed.

Article II. Contract Prices.

That the HWMA shall pay the Contractor the prices stated in the Proposal submitted by the Contractor, for complete performance of the work by the Contractor. The Contractor hereby agrees to accept the prices as full compensation for all material and appliances necessary to the work, for all labor and use of tools and other implements necessary to execute

the work contemplated in this contract; for all loss or damage arising out of the nature of the work or from the action of the elements, or from any unforeseen obstructions or difficulties which may be encountered in the prosecution of the work; for all risks of every description connected therewith; for all expenses of the work, as herein specified; for all liability and other insurance, for all overhead and other expenses incident to the work; all according to the Contract Documents, the instructions and the requirements of the HWMA.

Article III. Labor Discrimination.

Attention is directed to Section 1735 of the Labor Code, which reads as follows:

"No discrimination shall be made in the employment of persons upon public works because of the race, color, national origin or ancestry, or religion of such persons and every contractor for public works violating this section is subject to all the penalties imposed for a violation of this chapter."

In connection with the performance of work under this contract, the Contractor agrees as follows:

- (a) The Contractor will not willfully discriminate against any employee or an applicant for employment because of race, color, religion, ancestry, or national origin. The Contractor will take affirmative action to ensure that applicants are employed and that employees are treated during employment without regard to their race, color, religion, ancestry, or national origin. Such action shall include, but not be limited to, the following: employment, upgrading, demotion or transfer; recruitment or recruitment advertising; layoff or termination; rates of pay or other forms of compensation; and selection for training, including apprenticeship. The Contractor agrees to post in conspicuous places, available to employees and applicants for employment, notices to be provided by the awarding authority setting forth the provisions of this Fair Employment Practice section.
- (b) The Contractor will send to each labor union or representative of workers with which he or she has a collective bargaining agreement or other contract or understanding, a notice, to be provided by the awarding authority, advising the said labor union or worker's representative of the Contractor's commitments under this section, to employees and applicants for employment.
- (c) The Contractor will permit access to his or her records of employment, employment advertisements, application forms and other pertinent data and records by the Fair Employment Practices Commission, HWMA or any other appropriate HWMA of the State of California designated by the awarding authority, for the purposes of investigation to ascertain compliance with the Fair Employment Practices section of this contract.
- (d) A finding of willful violation of the Fair Employment Practices section of this Contract or of the Fair Employment Practices Act shall be regarded by the awarding authority as a basis for determining the Contractor to be not a "responsible bidder" as to future contracts for which such Contractor may submit bids, for revoking the Contractor's pre-qualification rating, if any and for refusing to establish, reestablish or renew a pre-qualification rating for the Contractor.

The Humboldt Waste Management Authority shall deem a finding of willful receipt of written notice from the Fair Employment Practices Act to have occurred upon that it has investigated and determined that the Contractor has violated the Fair Employment Practices Act and has issued an order under Labor Code Section 1426 or obtained an injunction under Labor Code Section 1429.

Upon receipt of such written notice from the Fair Employment Practices Commission, the Humboldt Waste Management Authority shall notify the Contractor that unless he or she demonstrates to the satisfaction of the awarding authority within a stated period that the violation has been corrected, his or her pre-qualification rating will be revoked at the expiration of such period.

- (e) The Contractor agrees that should the HWMA determine that the Contractor has not complied with the Fair Employment Practices section of this Contract, then pursuant to Labor Code Section 1735 and 1775 the Contractor shall, as a penalty to the HWMA, forfeit for each calendar day or portion thereof, for each person who was denied employment as a result of such non-compliance, the penalties

provided in the Labor Code for violation of prevailing wage rates. Such monies may be recovered from the Contractor. The HWMA may deduct any such damages from any monies due the Contractor.

- (f) Nothing contained in this Fair Employment Practices section shall be construed in any manner of fashion so as to prevent the HWMA or the State of California from pursuing any other remedies that may be available at law.
- (g) Prior to awarding the Contract, the Contractor shall certify to the awarding authority that he or she has or will meet the following standards for affirmative compliance, which shall be evaluated in each case by the awarding authority:
 - (1) The Contractor shall provide evidence, as required by the HWMA that he or she has notified all supervisors, foremen and other personnel officers in writing of the content of the anti-discrimination clause and their responsibilities under it.
 - (2) The Contractor shall provide evidence, as required by the HWMA, that he or she has notified all sources of employees' referrals (including unions, employment agencies, advertisements, Department of Employment) of the content of the anti-discrimination clause.
 - (3) The Contractor shall file a basic compliance report, as required by the HWMA. Willfully false statements made in such reports shall be punishable as provided by law. The compliance report shall also spell out the sources of the work force and who has the responsibility for determining whom to hire, or whether or not to hire.
 - (4) Personally, or through his or her representatives, the Contractor shall, through negotiations with the unions with whom he or she has agreements, attempt to develop an agreement which will:
 - a. Spell out responsibilities for nondiscrimination in hiring, referral, upgrading and training.
 - b. Otherwise implement an affirmative anti-discrimination program in terms of the unions' specific areas of skill and geography to the end that qualified minority workers will be available and given an equal opportunity for employment.
 - (5) The Contractor shall notify the HWMA of opposition to the anti-discrimination clause by individuals, firms or organizations during the period of its pre-qualification.
- (h) The Contractor will include the provisions of the foregoing paragraphs one (1) through five (5) in every first-tier subcontract so that such provisions will be binding upon each such subcontractor.
- (i) The "Fair Employment Practices Certification" must be completed and signed prior to the time of submitting the bid.

Article IV. Contract Documents.

The Contract Documents are defined in Section 1-01 of the General Conditions. All Contract Documents shall be considered a part of this agreement.

IN WITNESS WHEREOF, this Contract being executed in triplicate and the parties having caused their names to be signed by authority of their duly authorized office this _____ day of _____,
HUMBOLDT COUNTY, CALIFORNIA

By: _____
Board Chair or Executive Director, Humboldt Waste Management Authority

Attest: _____
Board Clerk, Humboldt Waste Management Agency

By: _____
CONTRACTOR

Attest: _____

Title: _____

The foregoing Contract is approved as to form and legality this _____ day of _____, 20____.

Approved as to Form: Counsel for Humboldt Waste Management Authority

**Humboldt Waste Management Authority
For
Cummings Road Landfill
Flare Heatshields and Paint**

FAITHFUL PERFORMANCE BOND

KNOW ALL MEN BY THESE PRESENTS,

that we the undersigned, _____

_____, **AS PRINCIPAL**, and

_____, **AS SURETY**,

are held firmly bound unto Humboldt Waste Management Authority, hereinafter called the "HWMA", in the penal sum of

_____ dollars (\$ _____)
for the payment of which sum we bind ourselves, our heirs, executors, administrators, and successors, jointly and severally.

WHEREAS, the Principal has entered into a certain Contract with the HWMA, dated _____, 20____, a copy of which is hereto attached and made a part hereof,

NOW, THEREFORE, the condition of this obligation is such that if the Principal shall in all respects fully perform the Contract and all duly authorized modifications thereof, during its original term and any extensions thereof that may be granted and during any guaranty period for which the Contract provides, and if the Principal shall fully satisfy all claims, arising out of the prosecution of the work under the Contract and shall fully indemnify the HWMA for all expenses which it may incur by reason of such claims, including its attorney's fees and court costs, and if the Principal shall make full payment to all persons supplying labor, services, materials, or equipment in the prosecution of the work under the Contract, in default of which such persons shall have a direct right of action hereupon; and if the Principal shall pay or cause to be paid all sales and use taxes payable as a result of the performance of the Contract as well as payment of gasoline and special motor fuels taxes in the performance of the Contract and all motor vehicle fees required for commercial motor vehicles used in connection with the performance of the Contract, then this obligation shall be void; otherwise, it shall remain in full force and effect. No modification of the Contract or extension of the term thereof, nor any forbearance on the part of the HWMA shall in any way release the Principal or the Surety from liability hereunder. Notice to the Surety of any such modification, extension, or forbearance is hereby waived.

IN WITNESS WHEREOF, the aforesaid Principal and Surety have executed this instrument and affixed their seals hereto, this _____ day of _____, 20_____.

In the presence of:

WITNESS:

(Individual Principal) (SEAL)

(Business Address)

(City/State/Zip Code)

WITNESS:

_____ (SEAL)
_____ (Corporate Principal)

(Business Address)

(City/State/Zip Code)

ATTEST:

_____ Affix
_____ (Corporate Principal)

Corporate Seal

(Business Address)

(City/State/Zip Code)

ATTEST:

_____ Affix
_____ (Corporate Surety)

Corporate Seal

(Business Address)

(City/State/Zip Code)

The rate of premium on this bond is \$ _____ per thousand.

The total amount of premium charges is \$ _____

(The above is to be filled in by Surety Company). (Power of Attorney of person signing for Surety Company must be attached).

(CERTIFICATE AS TO CORPORATE PRINCIPAL)

I, _____, certify that I am the _____ Secretary of the corporation named as Principal in the foregoing bond; that _____, who signed the said bond on behalf of the Principal, was then _____ of said corporation; that I know his signature, and that his signature thereto is genuine; and that said bond was duly signed, sealed, and attested to for and in behalf of said corporation by authority of its governing body.

_____ Affix Corporate Seal

Humboldt Waste Management Authority

For

**Cummings Road Landfill
Flare Heatshields and Paint**

MATERIAL AND LABOR BOND

KNOW ALL MEN BY THESE PRESENTS,

that we the undersigned, _____

_____, **AS PRINCIPAL,** and

_____, **AS SURETY,**

are held firmly bound unto Humboldt Waste Management Authority, hereinafter called the "HWMA", in the penal sum of

_____ dollars (\$ _____)

for the payment of which sum we bind ourselves, our heirs, executors, administrators, and successors, jointly and severally.

WHEREAS, the Principal has entered into a certain Contract with the HWMA, dated _____, 20____, a copy of which is hereto attached and made a part hereof,

NOW, THEREFORE, the condition of this obligation is such that if the Principal shall in all respects fully perform the Contract and all duly authorized modifications thereof, during its original term and any extensions thereof that may be granted and during any guaranty period for which the Contract provides, and if the Principal shall fully satisfy all claims, arising out of the prosecution of the work under the Contract and shall fully indemnify the HWMA for all expenses which it may incur by reason of such claims, including its attorney's fees and court costs, and if the Principal shall make full payment to all persons supplying labor, services, materials, or equipment in the prosecution of the work under the Contract, in default of which such persons shall have a direct right of action hereupon; and if the Principal shall pay or cause to be paid all sales and use taxes payable as a result of the performance of the Contract as well as payment of gasoline and special motor fuels taxes in the performance of the Contract and all motor vehicle fees required for commercial motor vehicles used in connection with the performance of the Contract, then this obligation shall be void; otherwise, it shall remain in full force and effect. No modification of the Contract or extension of the term thereof, nor any forbearance on the part of the HWMA shall in any way release the Principal or the Surety from liability hereunder. Notice to the Surety of any such modification, extension, or forbearance is hereby waived.

IN WITNESS WHEREOF, the aforesaid Principal and Surety have executed this instrument and affixed their seals hereto, this _____ day of _____, 20_____.

In the presence of:

WITNESS:

(Individual Principal) _____ (SEAL)

(Business Address)

(City/State/Zip Code)

WITNESS:

(Corporate Principal) _____ (SEAL)

(Business Address)

(City/State/Zip Code)

ATTEST:

(Corporate Principal) _____ Affix
Corporate
Seal

(Business Address)

(City/State/Zip Code)

ATTEST:

(Corporate Surety) _____ Affix
Corporate
Seal

(Business Address)

(City/State/Zip Code)

The rate of premium on this bond is \$ _____ per thousand.

The total amount of premium charges is \$ _____.

(The above is to be filled in by Surety Company). (Power of Attorney of person signing for Surety Company must be attached).

(CERTIFICATE AS TO CORPORATE PRINCIPAL)

I, _____, certify that I am the _____ Secretary of the corporation named as Principal in the foregoing bond; that _____, who signed the said bond on behalf of the Principal, was then _____ of said corporation; that I know his signature, and that his signature thereto is genuine; and that said bond was duly signed, sealed, and attested to for and in behalf of said corporation by authority of its governing body.

_____ Affix Corporate Seal

DIRECTIONS FOR PREPARATION OF PERFORMANCE BOND AND MATERIAL AND LABOR BOND

1. Individual sureties, partnerships, or corporations not in the surety business will not be acceptable.
2. The name of the Principal shall be shown exactly as it appears in the Contract.
3. The penal sum shall not be less than required by the Specifications.
4. If the Principals are partners or joint ventures, each member shall execute the bonds as an individual and state his place of residence.
5. If the Principal is a corporation, the bonds shall be executed under its corporate seal. If the corporation has no corporate seal, it shall so state and affix a scroll or adhesive seal following the corporate name.
6. The official character and authority of the person(s) executing the bonds for the Principal, if a corporation, shall be certified by the Secretary or Assistant Secretary thereof under the corporate seal, or copies attached to such records of the corporation as will evidence the official character and authority of the officer signing, duly certified by the Secretary or Assistant Secretary, under the corporate seal, to be true copies.
7. The current power-of-attorney of the person signing for the surety company must be attached to the bonds.
8. The date of the bonds must not be prior to the date of the Contract.
9. The following information must be placed on the bonds by the surety company:
 - a. The rate of premium in dollars per thousand; and
 - b. The total dollar amount of premium charged.
10. The signature of a witness shall appear in the appropriate place attending to the signature of each party of the bonds.
11. Type or print the name underneath each signature appearing on the bonds.
12. An executed copy of the bonds must be attached to each copy of the Contract (original counterpart) intended for signing.

**Humboldt Waste Management Authority
For
Cummings Road Landfill
Flare Heatshields and Paint**

DEFECTIVE MATERIAL AND WORKMANSHIP (MAINTENANCE) BOND

KNOW ALL MEN BY THESE PRESENTS,

that we, _____
_____, as **PRINCIPAL**

and _____
_____, as **SURETY,**

are held and firmly bound unto the as Obligee, in the penal sum of

_____, (\$ _____),
(15 PERCENT OF THE TOTAL AMOUNT OF THE BID)

to which payment well and truly to be made, we do bind ourselves, our and each of our heirs, executors, administrators, successors and assigns jointly and severally, firmly by these presents.

WHEREAS, the said Principal entered into a Contract with the Humboldt Waste Management Authority dated _____
for _____

WHEREAS, said Contract has been completed, and was approved on the _____ day of _____, 20 _____,

NOW, THEREFORE, THE CONDITION OF THIS OBLIGATION IS SUCH, that if the Principal shall guarantee that the work will be free of any defective materials or workmanship which become apparent during the period of one (1) year following completion of the Contract, then this obligation shall be void, otherwise to remain in full force and effect, provided however, any additional warranty or guarantee whether expressed or implied is extended by the Principal or Manufacturer only, and the surety assumes no liability for such a guarantee.

Signed, sealed, and dated this _____ day of _____, 20 _____.

(Seal)

BY: _____ (Seal)

(Seal)

Principal

(Seal)

BY: _____ (Seal)

(Seal)

Surety

PROPOSAL FORMS

Print, Fill-Out, and Submit These Forms

**HUMBOLDT WASTE MANAGEMENT AUTHORITY
PROPOSAL
FOR
Cummins Road Landfill
Flare Heatshields and Paint**

The undersigned, as Bidder, declares that he or she has examined thoroughly all of the Contract Documents herein contained, that this proposal is made without collusion with any other person, firm or corporation and that all laws and ordinances relating to the interest of public officers in this contract have been complied with in every respect.

AND he or she proposes and agrees, if this proposal is accepted,

- 1) that he or she will contract with the Humboldt Waste Management Authority, California, in the form of the copy of the agreement herein contained
 - a) to provide all necessary machinery, tools, apparatus and other means of construction;
 - b) to furnish all materials;
 - c) to provide all superintendence, overhead expenses and all labor and expenses of whatever nature necessary to complete the job in conformity with the specifications and drawings and other contract provisions herein or reasonably implied hereby or as necessary to complete the work in the manner and within the time named herein and according to the requirements and to the reasonable satisfaction of the HWMA;
 - d) to pay all charges of freight transportation and hauling;
- 2) that he or she indemnifies the HWMA against any loss or damage arising from any act of the undersigned as Contractor; and
- 3) that he or she will accept as full payment therefor the following sums:

BID SCHEDULE
FOR
CUMMINGS ROAD LANDFILL
FLARE HEATSHIELDS AND PAINT

Bid Item	Description	Quan.	Unit	Unit Price	Total Price
	BASE ITEMS				
1	Prepare flare stack for re-painting	1	LS	\$	\$
2	Repaint flare stack	1	LS	\$	\$
3	Remove heatshields	1	LS	\$	\$
4	Install new heatshields and pins as needed	1	LS	\$	\$
5	All Other	1	LS	\$	\$
Total of Bid Items					

Notes: All bid items shall include installation, sales tax, shipping costs, and incidentals to complete in place. The Bid Schedule includes a bid item called "All Other". The purpose for this item is to provide a place for the Contractor to include cost for items not described in any other bid items but is required to complete the project. It is the responsibility of the Contractor to review the Documents thoroughly and identify any work that is not included in a bid item and include it in the "All Other" bid item.

BIDDER: _____

TOTAL PRICE (Numerical, total of items 1-5):

TOTAL IN WORDS:

List of "All Other" Bid Items:

ACKNOWLEDGEMENT OF ADDENDA

The undersigned acknowledges that the Bidder has received the following addenda by initialing the line adjacent to the addendum number (if any). Add lines if necessary:

Addendum 1: _____

Addendum 2: _____

Addendum 3: _____

We, the undersigned, acknowledge that the HWMA reserves the right to reject any or all bids or to select the base bid plus any additive item or combination of additive items and to determine which proposal is, in its opinion, the lowest responsive bid of a responsible bidder and that which it deems to be in the best interest of the HWMA to accept. The HWMA also reserves the right to waive any information not material to cost or performance in any proposal or bid and further agree, if this proposal shall be accepted, to sign the agreement and to furnish the required bonds with satisfactory surety, or sureties, within fifteen (15) calendar days after written notice that the contract is ready for signature; and, if the undersigned shall fail to contract, as aforesaid, it shall be understood that he or she has abandoned the contract and that, therefore, this proposal shall be null and void and the proposal guaranty accompanying this proposal, or the amount of said guaranty, shall be forfeited to and become the property of the HWMA. Otherwise, the proposal guaranty accompanying this proposal shall be returned to the undersigned.

Witness our hands this day of _____, 2026.

Licensed in accordance with an act providing for the registration of Contractor's License No.

_____, expiration date _____.

THE CONTRACTOR'S LICENSE NUMBER AND EXPIRATION DATE STATED HEREIN ARE MADE UNDER PENALTY OF PERJURY.

Signature of bidder or bidders, with business addresses:

Notice: In the case of a corporation, give below the addresses of the principal office thereof and names and addresses of the President, Secretary, Treasurer.

FAIR EMPLOYMENT PRACTICES CERTIFICATION

TO: _____

The undersigned, in submitting a bid for performing the following work by Contract, hereby certifies that he or she has or will meet the standards of affirmative compliance with the Fair Employment Practices requirements of the Special Provisions contained herein.

**Cummings Road Landfill
Flare Heatshields and Paint**

(Signature of Bidder)

Business Address:

Place of Residence:

(The bidder shall execute the certification of this page prior to submitting his or her proposal.)

WORKER'S COMPENSATION CERTIFICATE

I am aware of the provisions of Section 3700 of the Labor Code which require every employer to be insured against liability for Worker's Compensation or undertake self-insurance in accordance with the provisions of that code and I will comply with such provisions before commencing the performance of the work of this contract.

Witness my hand this _____ day of _____, 20 ____

Signature of Bidder, with Business Address:

CERTIFICATION OF NONDISCRIMINATION IN EMPLOYMENT

The bidder represents that he or she has/has not, participated in a previous contract or subcontract subject to either the equal opportunity clause herein or the clause contained in Section 301 of Executive Order 10925; that he or she has/has not, filed all required compliance reports; and that representations indicating submission of required compliance prior to subcontract awards.

Signature and address of Bidder:

_____ Date _____

(This certification shall be executed by the bidder in accordance with Section 60-1.6 of the Regulations of the President's Committee on Equal Employment Opportunity for implementing Executive Orders 10925 and 11114.)

LIST OF PROPOSED SUBCONTRACTORS

In compliance with the provisions of Sections 4100-4108 of the State Government Code and any amendments thereof, refer to Section 1-09 of the Special Provisions within these Contract Documents which include, but are not limited to: The name and the location of the place of business, the California contractor license number (CSLB), and public works contractor registration number issued pursuant to Section 1725.5 of the Labor Code (DIR) of each subcontractor who will perform work or labor or render service to the prime contractor in or about the construction of the work or improvement, or to a subcontractor licensed by the State of California who, under subcontract to the prime contractor, specially fabricates and installs a portion of the work according to detailed drawings contained in the Plans and Special Provisions, in an amount in excess of one-half of 1 percent of the prime contractor's total bid. This form MUST be completed and submitted with the Bid Proposal from the Contractor. Attach multiple copies of this sheet, if needed.

Scope	Subcontractor Name	Address	CSLB #	DIR #

STATEMENT OF EXPERIENCE OF BIDDER

The bidder is required to state below what work of similar magnitude or character he or she has done and to give references that will enable the HWMA to judge of his or her experience, skill and business standing and his or her ability to conduct work as completely and rapidly as required under the terms of the contract.

1) General Information

Submitter Name: _____

Federal Tax ID No. _____

Company Name: _____

Company Owner Name: _____

Corporation: List corporation number, State, and date of incorporation

Partnership: list name and address of each partner

Company Mailing Address: _____

Telephone Number(s): _____

Fax Number: _____

E-Mail Address: _____

SIGNATURE(S) OF BIDDER

Accompanying this proposal is _____
(insert the words "cash (\$)", "cashier's check" or "bidder's bond", as the case may be) in an amount equal to at least 10 percent of the bid.

The names of all persons interested in the foregoing proposal as principals are as follows:

IMPORTANT NOTICE: If bidder or other interested person is a corporation, provide the legal name of corporation and also the names of the president, secretary, treasurer and manager thereof. If a co-partnership, provide the true name of the firm and also the names of all individual co-partners composing the firm. If bidder or other interested person is an individual, provide the first and last names in full.

Licensed in accordance with an act providing for the registration of Contractors:

License No. _____.

Signature(s) of Bidder: _____

NOTE: If bidder is a corporation, the legal name of the corporation shall be set forth above together with the signature of the officer or officers authorized to sign contracts on behalf of the corporation; if bidder is a co-partnership, the true name of the firm shall be set forth above together with the signature of the partner or partners authorized to sign contracts in behalf of the co-partnership; and if bidder is an individual, his or her signature shall be placed above. If a member of a partnership, a Power of Attorney must be on file with the Department prior to opening bids or submitted with the bid; otherwise, the bid will be disregarded as irregular and unauthorized.

Business address: _____

Place of residence: _____

Dated _____

**Humboldt Waste Management Authority
Cummins Road Landfill
Flare Heatshields and Paint**

BIDDER'S BOND

KNOW ALL MEN BY THESE PRESENTS,

that we, _____

_____, as PRINCIPAL and

_____, as SURETY,

are held and firmly bound unto Humboldt Waste Management Authority (HWMA) in the penal sum of ten (10) PERCENT OF THE TOTAL AMOUNT OF THE BID of the Principal above named, submitted by said Principal to Humboldt Waste Management Authority, as the case may be, for the work described below, for the payment of which sum in lawful money of the United States, well and truly to be made, to the HWMA Clerk to which said bid was submitted, we bind ourselves, our heirs, executors, administrators and successors jointly and severally, firmly by these presents. In no case shall the liability of the surety hereunder exceed the sum of \$ _____

THE CONDITION OF THIS OBLIGATION IS SUCH,

that whereas the Principal has submitted the above mentioned bid to the Humboldt Waste Management Authority, as aforesaid, for certain construction specifically described as follows, for which bids are to be opened at the HWMA Office, 1059 West Hawthorne Street, Eureka, California, on OPENING DATE for **Flare Heatshields and Paint**

NOW, THEREFORE, If the aforesaid Principal is awarded the contract and, within the time and manner required under the specifications, after the prescribed forms are presented to him or her for signatures, enters into a written contract, in the prescribed form, in accordance with the bid and files two bonds with Humboldt Waste Management Authority one to guarantee faithful performance and the other to guarantee payment for labor and materials, as required by law, then this obligation shall be null and void; otherwise, it shall be and remain in full force and virtue.

IN WITNESS WHEREOF, we have hereunto set our hands and seals on this _____ day of _____, A.D. 20____.

_____(Seal)

_____(Seal)

_____(Seal)

Principal

_____(Seal)

_____(Seal)

_____(Seal)

Surety

Address: _____

**Cummings Road Landfill
Flare Heatshields and Paint**

NONCOLLUSION DECLARATION TO BE EXECUTED BY BIDDER AND SUBMITTED WITH BID

The undersigned declares:

I am the _____ of _____, the party making the foregoing bid.

The bid is not made in the interest of, or on behalf of, any undisclosed person, partnership, company, association, organization, or corporation. The bid is genuine and not collusive or sham. The bidder has not directly or indirectly induced or solicited any other bidder to put in a false or sham bid. The bidder has not directly or indirectly colluded, conspired, connived, or agreed with any bidder or anyone else to put in a sham bid, or to refrain from bidding. The bidder has not in any manner, directly or indirectly, sought by agreement, communication, or conference with anyone to fix the bid price of the bidder or any other bidder, or to fix any overhead, profit, or cost element of the bid price, or of that of any other bidder. All statements contained in the bid are true. The bidder has not, directly or indirectly, submitted his or her bid price or any breakdown thereof, or the contents thereof, or divulged information or data relative thereto, to any corporation, partnership, company, association, organization, bid depository, or to any member or agent thereof, to effectuate a collusive or sham bid, and has not paid, and will not pay, any person or entity for such purpose.

Any person executing this declaration on behalf of a bidder that is a corporation, partnership, joint venture, limited liability company, limited liability partnership, or any other entity, hereby represents that he or she has full power to execute, and does execute, this declaration on behalf of the bidder.

I declare under penalty of perjury under the laws of the State of California that the foregoing is true and correct and that this declaration is executed on _____ [date], at _____ [city], _____ [state].

Signature of Declarant, with Business Address:

End of Proposal Forms



**HUMBOLDT WASTE
MANAGEMENT AUTHORITY**

Staff Report

DATE: March 4, 2026 For Meeting of: March 12, 2026

FROM: Eric Keller-Heckman, Executive Director

SUBJECT: Item 4)
Receive and Approve the Base Compensation Study Report

RECOMMENDED ACTION: Voice vote.
1) Approve the Draft Base Compensation Study Report; and
2) Other Board Direction as appropriate.

DISCUSSION:

Staff presents the Base Compensation Study Draft Report to the board for review and approval. A representative from Gallagher will provide an informational presentation and be available to answer board member questions.

Background:

During the Fiscal Year 2025-2026 draft budget considerations, the board discussed the need to examine and manage the current salaries and wages of Authority staff, noting that the previous compensation study conducted by Koff & Associates took place over 5 years ago in 2020. With significant changes in living costs and inflation being realized since then throughout Humboldt County, the board directed staff to initiate a complete base compensation study to be finalized by Fiscal Year 2026-2027.

Staff secured the assistance of Gallagher Benefit Services, Inc., (formerly Koff & Associates), to conduct this study with completion by February 2026, to provide an independent and objective review of the HWMA's current compensation levels and develop a competitive pay and benefit structure for the board's consideration. Based upon market data, this study ensures that the recommended compensation plan is fiscally responsible, provides market comparison for similar classifications, preserves equitable internal relationships of salaries across HWMA, and will assist in the recruitment and retention of qualified staff.

As previously noted, a representative from Gallagher will provide a presentation detailing the approach, methodology, findings and recommendations to the board.

Compensation Study

The Compensation Study found that HWMA base salaries are 7.33% below the market median.

The review determined that of the Authority's 15 classifications, thirteen (13) classifications are below the market median with eight (8) of the classifications being greater than 5% below market median. One classification is shown to have insufficient data due to not securing a minimum of 5 comparator agency matches.

A revised salary schedule was developed by the consultant to ensure classifications are placed into ranges appropriately and to preserve internal equity among Authority staff. Although the proposed salary schedule has 100 ranges, staff recommends it be confined to 60 ranges for simplicity. Each range represents a 2.5% spread and contains 5 steps, with each step reflecting a 5% increase from the previous step. As a result, staff is proposing adjustment for some classifications in accordance with the revised salary schedule and to align with the overall market median.

Implementation of the Study Results:

There are three implementation phases related to this agenda item:

- 1) That the board receive and approve the Base Compensation study findings and recommendations; and
- 2) That the board review and discuss the draft Fiscal Year 2026-2027 Budget, which will incorporate the projected fiscal impacts of the compensation study at the April 2026 meeting; and
- 3) That the board consider the revised salary schedule for review and approval as part of the Fiscal Year 2026-2027 Budget at the May 2026 meeting, to go into effect July 1, 2026.

No reduction in the Authority workforce is recommended as a result of this proposed action.

There is one area in the compensation study that staff will provide recommendations on.

As noted in the draft compensation study, the Account Clerk II and Account Clerk II - Confidential positions share the same salary range. In talking with Gallagher and internal discussions, significant overlap is seen with these two current classifications. Staff recommends consolidating these two positions and bringing an updated job description to the board at a future meeting.

Staff's Recommendation:

Staff recommends the Board receive and approve the Base Compensation Study draft report with staff's additional recommendations and direct staff to incorporate the proposed changes into the upcoming draft Fiscal Year 2026-2027 Budget.

FISCAL IMPACTS:

If approved, the resulting fiscal impact ~~current salary and wages~~ would be an increase of 12.93% in overall costs, or \$313,742 when compared to the currently approved Fiscal Year 2025-2026 salary costs. Based on current tonnage projections, this would result in an increase of approximately \$4.25 to the current tip fee.

ALTERNATIVES:

- 1) Board Discretion

ATTACHMENTS:

- 1) Base Compensation Draft Report

February 19, 2026

BASE COMPENSATION STUDY DRAFT REPORT

Humboldt Waste Management Authority



Gallagher

Insurance | Risk Management | Consulting

February 19, 2026

Hilary Schwartz, Director of Finance
Humboldt Waste Management Authority
1059 W. Hawthorne Street
Eureka CA 95501

Dear Ms. Schwartz:

Gallagher is pleased to present the Base Compensation Study Final Report to the Humboldt Waste Management Authority. This report documents the market compensation survey methodology, findings, and recommendations for implementation.

We would like to thank you for your assistance and cooperation without which this study could not have been brought to its successful completion.

We will be glad to answer any questions or clarify any points as you are implementing the findings and recommendations. It was a pleasure working with Humboldt Waste Management Authority and we look forward to future opportunities to provide you with professional assistance.

Very truly yours,

Mike Harary

Mike Harary
Project Manager

Gallagher
ajg.com/ps-class-comp

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- Appendix I: Results Summary
- Appendix II: Market Compensation Findings
- Appendix III: Proposed Salary Range Schedule
- Appendix IV: Salary Range Placement Recommendations

Executive Summary

Background

In October 2025, consultants from Arthur J. Gallagher & Co. conducted a comprehensive Base Compensation Study for Humboldt Waste Management Authority (HWMA). All compensation findings and recommendations are presented in this report.

This compensation review process was precipitated by:

- The concern of the Board of Directors and management that employees should be recognized for the level and scope of work performed and that they are paid on a fair and competitive basis that allows the HWMA to recruit and retain a high-quality staff;
- The desire to have a compensation plan that can meet the needs of the HWMA; and
- The desire to ensure that internal relationships of salaries are based upon objective factors, resulting in equity across the HWMA.

The goals of the compensation study are to assist the HWMA in developing a competitive pay plan, which is based upon market data, and to ensure the plan is fiscally responsible and meets the needs of the HWMA with regards to recruitment and retention of qualified staff.

Summary of Findings

This report summarizes the study methodology, analytical tools, and the base compensation survey findings. The results of the base compensation study showed:

- HWMA's **base salaries, overall, in comparison to the market median are 7.33% below the market median.**
- Gallagher considers a classification falling within 5.0% of the median to be competitive.

Study Process

Benchmark Classifications

The study included 22 classifications, and of those 15 classifications were selected in order to collect salary data within the defined labor market. Classifications we would expect to provide a sufficient sample for analysis were selected as “benchmarks” to use as the basis to build the compensation plan. Benchmark classifications are those classifications that are compared to the market, and these classifications are used as a means of anchoring the HWMA’s overall compensation plan to the market. Other classifications not surveyed will be included in the compensation plan and aligned to the benchmark classifications using internal equity principles.

Table 1. Benchmark Classifications

Classification Title
1. Account Clerk Confidential
2. Account Clerk II
3. Director of Environmental Health and Safety
4. Director of Finance
5. Director of Operations
6. Executive Director

Classification Title
7. Hazmat Technician II
8. Health and Safety Coordinator II
9. Landfill Supervisor
10. Landfill Technician II
11. Materials Diversion Technician II
12. Operations Supervisor
13. Programs Analyst II
14. Scale Attendant
15. Scale Supervisor

Comparator Agencies

Another important step in conducting a market salary study is the determination of appropriate agencies for comparison. In developing the list of potential comparator agencies, Gallagher started with agencies that HWMA used in the 2019 compensation study however, after some analysis, the Consultant removed the City of Oxnard and exchanged that agency for the County of Yolo, with HWMA’s approval. When considering a potential list of comparator agencies, the following factors should be considered:

- 1. Organizational type and structure** – It is generally recommended that agencies of a similar size and providing similar services to that of the HWMA be used as comparators.

When it comes to technical classes, the size of an organization is not as critical, as these classes perform fairly similar work. The difference in size of an organization becomes more important when comparing classes at the management level. The scope of work and responsibility for management becomes much larger as an organization grows. Factors such as management of a large staff, consequence of error, the political nature of the job, and its visibility all grow with larger organizations. When it is difficult to find agencies that are similarly sized, it is important to get a good balance of smaller and larger agencies.

- 2. Similarity of population, staff, and operational budgets** – These elements provide guidelines in relation to resources required (staff and funding) and available for the provision of services.
- 3. Scope of services provided** – For the majority of classifications, it is important to select agencies providing similar services. Organizations providing the same services are ideal for comparators and most comparator agencies surveyed provide similar services to the HWMA.
- 4. Labor market and geographic location** – Today’s labor market reality is that many agencies are in competition for the same pool of qualified employees because large portions of the workforce don’t live in the communities they serve, are accustomed to lengthy commutes, and are more likely to consider changing jobs in a larger geographic area than in the past. Furthermore, by selecting employers within a geographic proximity to the HWMA, the resulting labor market data generally reflects the region’s cost of living, housing costs, growth rate, and other demographic characteristics to the same extent as competing employers to the HWMA. Therefore, the geographic labor market area where the HWMA may be recruiting from or losing employees to, was taken into consideration when selecting comparator organizations.

All factors mentioned should be considered in selecting the group of comparator agencies. HWMA agreed to a list of 11 agencies as noted below.

Table 2. Comparator Agencies

Agency
1. City of Redding
2. City of Santa Cruz
3. City of Santa Maria
4. City of Watsonville
5. County of Sacramento
6. County of San Joaquin
7. County of Stanislaus
8. County of Yolo
9. Los Angeles County Sanitation Districts
10. Monterey Regional Waste Management District
11. Salinas Valley Solid Waste Authority

Salary Data

The last element requiring discussion prior to beginning a market survey is the specific data that will be collected and analyzed.

Monthly Base Salary

The top of the salary range and/or control point. All figures are presented on a monthly basis.

Data Collection

Data was collected during the months of September and October 2025 through comparator agency websites, conversations with human resources, accounting, and/or finance personnel, and careful review of agency documentation such as classification descriptions, memoranda of understanding, organization charts, and other documents.

Matching Methodology

Gallagher believes the data collection step is the most critical for maintaining the overall credibility of any study and relied on the HWMA's classification descriptions as the foundation for comparison.

When Gallagher researches and collects data from the comparator agencies to identify possible matches for each of the benchmark classifications, there is an assumption that comparable matches may not be made that are 100% equivalent to the classifications at the HWMA. Therefore, Gallagher does not match based upon job titles, which can often be misleading, but rather analyzes class descriptions before a comparable match is determined.

Gallagher's methodology is to analyze each class description and the whole position by evaluating factors such as:

- Definition and typical job functions;
- Distinguishing characteristics;
- Level within a class series (i.e., entry, experienced, journey, specialist, lead, etc.);
- Reporting relationship structure (for example, manages through lower-level staff);
- Education and experience requirements;
- Knowledge, abilities, and skills required to perform the work;
- The scope and complexity of the work;

- Independence of action/responsibility;
- The authority delegated to make decisions and take action;
- The responsibility for the work of others, program administration, and for budget dollars;
- Problem solving/ingenuity;
- Contacts with others (both inside and outside of the organization);
- Consequences of action and decisions; and
- Working conditions.

In order for a match to be included, Gallagher requires a classification's "likeness" be at least 70% or greater compared to the matched classification.

When an appropriate match is not identified for one classification, Gallagher often uses "hybrids" which can be functional or represent a span in scope of responsibility. A functional hybrid means that the job of one classification at the HWMA is performed by two or more classifications at a comparator agency. A "hybrid" representing a span in scope means that the comparator agency has one class that is "bigger" in scope and responsibility and one class that is "smaller," where the HWMA's class falls in the middle.

If an appropriate match could not be found, then no match was reported as a non-comparable (N/C).

Data Spreadsheets

The Top Monthly Base Salary is reported for each benchmark classification. The average (mean) and median (midpoint) of the comparator agencies are reported; the % above or below that the HWMA is compared to the average and median is also reported.

The mean is the sum of the comparator agencies' salaries divided by the number of matches. The median is the midpoint of all data with 50% of data points below and 50% of data points above.

In order to calculate the mean and median, Gallagher requires that there be a minimum of four (4) comparator agencies with matching classifications to the benchmark classification. The reason for requiring a minimum of four matches is so that no one classification has undue influence on the calculations. Sufficient data was collected from the comparator agencies for 14 of the 15 benchmark classifications.

When using survey data to make salary range recommendations and adjustments, Gallagher recommends using the median, rather than the mean, because the median is not skewed by extremely high or low salary values.

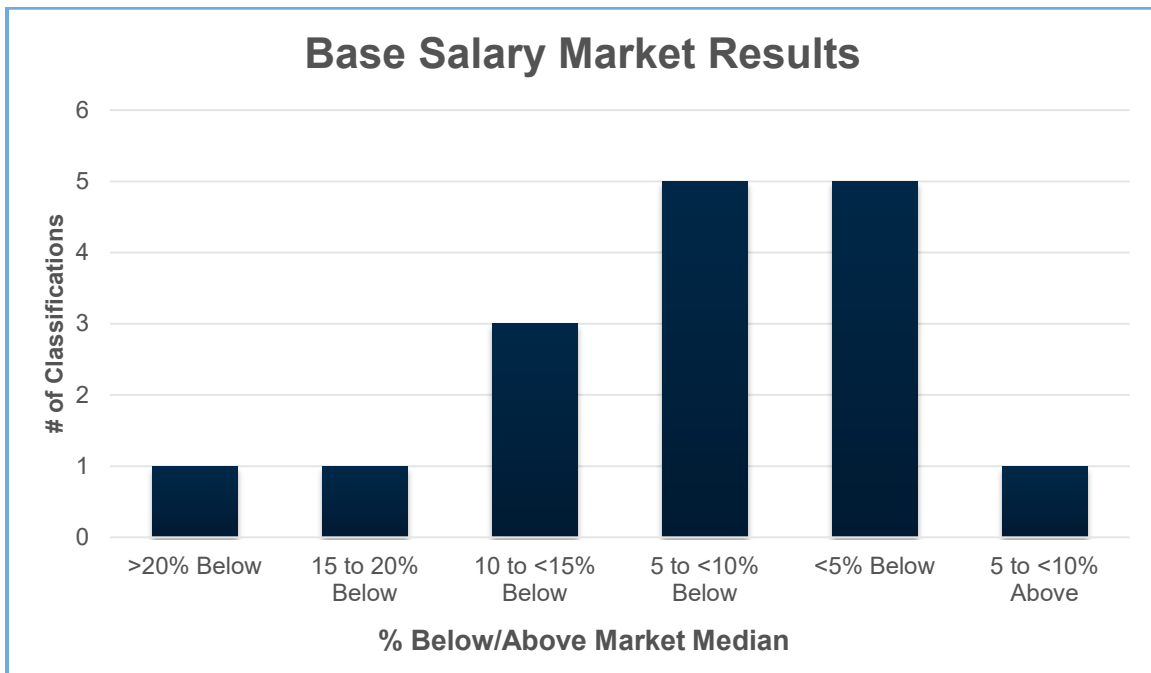
Market Compensation Findings

The following table represents a summary of the market top monthly base salary findings. For each benchmark classification, the number of matches (agencies with a comparable position) and percent above or below the top monthly salary market median is listed. The table is sorted by top monthly salary in descending order from the most positive percentile (above market) to the most negative (below market). Please note the values reported for agencies outside the Eureka area are adjusted based on a Cost of Labor differential which essentially equates to reporting salaries from outside agencies in "Eureka" dollars.

Table 3. Market Compensation Results Summary

Classification Title	# of Matches	Top Monthly % Above or Below Median
1. Scale Supervisor	7	9.78%
2. Landfill Technician II	5	-0.28%
3. Account Clerk Confidential	8	-0.40%
4. Materials Diversion Technician II	8	-2.38%
5. Director of Finance	11	-4.00%
6. Scale Attendant	10	-4.14%
7. Landfill Supervisor	11	-6.29%
8. Executive Director	10	-6.63%
9. Director of Environmental Health and Safety	6	-8.66%
10. Hazmat Technician II	5	-10.90%
11. Operations Supervisor	9	-13.56%
12. Account Clerk II	11	-13.68%
13. Director of Operations	11	-15.22%
14. Programs Analyst II	7	-26.25%

Base Salary Market Results



Base salary market results indicate 15 classifications are paid below the market median and one (1) classification are paid above the market median.

Generally, a classification falling within 5.0% of the median is considered to be competitive in the labor market for salary survey purposes because of the differences in compensation policy, actual scope of work, and position requirements. However, HWMA can adopt a different standard.

Internal Salary Relationships

Building from the salary levels established for identified benchmark classes, internal salary relationships were developed and consistently applied in order to develop specific salary recommendations for all non-benchmarked classifications.

In the future, HWMA may need to utilize internal alignment practices if the number of staff grows and additional classifications are added or classifications change. While analyzing internal relationships, the same factors analyzed when comparing the HWMA's classifications to the labor market are used when making internal salary alignment recommendations.

In addition, the following are standard human resources practices that are commonly applied when making salary recommendations based upon internal relationships:

- A salary within 5.0% of the market average or median is considered to be competitive in the labor market for salary survey purposes because of the differences in compensation policy and actual scope of the position and its requirements. However, HWMA can adopt a closer standard.
- Certain internal percentages are often applied. Those that are the most common are:
 - The differential between a trainee and experienced (or journey) class in a series (I/II or Trainee/Experienced) is generally 10% to 15%;
 - A lead or advanced journey-level (III or Senior-level) class is generally placed 10% to 15% above the journey-level.
 - A full supervisory class is normally placed at least 10% to 25% above the highest level supervised, depending upon the breadth and scope of supervision.
- When a market or internal equity adjustment is granted to one class in a series, the other classes in the series are also adjusted accordingly to maintain internal equity.

Internal equity between certain levels of classifications is a fundamental factor to be considered when making salary decisions. When conducting a market compensation survey, results can often show that certain classifications that are aligned with each other are not the same in the outside labor market. However, as an organization, careful consideration should be given to these alignments because they represent internal value of classifications within job families, as well as across the organization.

For the purposes of this study, Gallagher utilized market data to develop the salary recommendations for all of the benchmarked classifications and used internal equity principles to make the salary recommendations for the classifications that were not benchmarked. For the non-benchmarked classifications, internal alignments with other classifications will need to be considered, either in the same class series or those classifications that have similar scope of work, level of responsibility, and “worth” to HWMA. Where it is difficult to ascertain internal relationships due to unique qualifications and responsibilities, reliance can be placed on past internal relationships. It is important for HWMA management to carefully review these internal relationships and determine if they are still appropriate given the current market data.

It is also important to analyze market data and internal relationships within class series as well as across the organization, and make adjustments to salary range placements, as necessary, based on the needs of the organization.

HWMA may want to make internal equity adjustments or alignments, as it implements the compensation strategy. This market survey is only a tool to be used by the HWMA to determine market indexing and salary determination.

Recommendations

Pay Philosophy

HWMA has many options regarding what type of compensation plan it wants to implement. This decision will be based on what the HWMA's pay philosophy is, at which level it desires to pay its employees compared to the market, whether it is going to consider additional alternative compensation programs, and how great the competition is with other agencies over recruitment of a highly-qualified workforce.

Proposed Salary Structure

Currently, HWMA has a salary structure with ranges that are approximately 2.5% apart from one another. Each salary range has a five (5) steps with 5.0% differentials between each step, and HWMA indicated they wish to maintain the same salary structure. Appendix III contains the current salary range structure.

Salary range structure connects all salary ranges, and their steps, by formula, thereby allowing for COLAs to be applied to only one-dollar figure in the table/matrix, which then automatically updates the entire table. Due to the formula that connects each range to the next (with 2.5% differentials between each range), there is a compounding effect when drawing relationships that span several ranges. For example, with 2.5% differentials between ranges, four ranges should represent a 10% differential. However, because the compounding effect of 2.5%, on top of 2.5%, on top of 2.5%, and so on, the differential between Range 1 and Range 5 is not exactly 10%, but it is slightly greater.

Proposed Salary Range Placements

Appendix IV illustrates the proposed salary range placement for each classification based on the market data as well as the internal relationship analysis. The recommendations are based on base salary market results. The following calculation was used:

1. Multiplied HWMA's current top monthly salary by the percentage differential between HWMA's base salary and the base salary market median to calculate the Market Placement Salary.
2. The classification was then placed within the proposed salary range with a Salary Range closest to the Market Placement Salary.

Gallagher also modified the current internal alignment in certain instances where it seemed warranted based on market-supported groupings and/or compaction issues.

For all classifications, this primary implementation procedure must be completed only at the initial time of implementation. In the future, if HWMA decides to implement annual across-the-board cost of living adjustment increases, only the salary schedule that was developed and included herein needs to be increased by the appropriate percentage, and each individual salary range will move up with this adjustment. This will ensure the internal salary relationships are preserved, and the salary schedule remains structured and easily administered.

Options for Implementation

While HWMA may be interested in bringing all salaries to the market median, in most cases this goal may not be reached with a single adjustment. Here are several options HWMA may want to consider for implementing market survey adjustments:

1. HWMA can move employees into the salary range that is recommended for each class based on this market study and to the step within the new range that is closest to their current compensation.
2. Many public agencies have personnel policies that indicate whenever there is a promotion, reclassification, and/or a market salary adjustment, the employee's salary will move to a step in the new higher salary range that reflects a minimum of 5.0% increase. In those cases, if the employee's new salary step is less than the new Step #5 of the new range, the Consultant believes this practice will lead to a higher level of retention for employees now that they will see opportunities to move to higher steps within their new pay range based on HWMA's performance evaluation criteria on an annual basis.
3. If employees' current salaries are significantly below market and their current compensation falls below the bottom of the newly recommended range, then larger adjustments would be needed to move those employees at least to the bottom of the new salary range.
4. Another option is to use a phased implementation approach. Normally, if the compensation implementation program must be carried over months or years, the classes that are farthest from the market median should receive the greatest equity increase (separate from any cost-of-living increase). If a class falls within 5.0% of the market median, it would be logical to make no equity adjustment in the first round of changes. However, if a class is more than 5.0% below the market median, a higher percentage change may be initially warranted to reduce the disparity.

HWMA may spend additional time to go through a process of deliberation and decision-making as to what compensation philosophy it should implement to attract, motivate, and retain a high-quality workforce. However, HWMA may want to consider adjusting those classifications' salaries that are currently below the market median as soon as possible, assuming each incumbent's performance meets HWMA's level of expectation.

When classifications are over market, Gallagher typically recommends Y-rating employees whose current pay exceeds the maximum of the recommended range until the market numbers "catch up" with their current salary. To Y-rate an employee means to keep the employee's salary frozen and to provide no salary increases (including no cost-of-living adjustments) until the employee's current salary falls within the recommended salary range. This will result in no immediate loss of income but will delay any future increases until the incumbent's salary is within the salary range.

Other options to "freezing" a classification's salary in place until the market catches up are:

- **"Grandfathering" of salary ranges:** This means the salary range for the classification is adjusted down to what the market numbers are. However, current incumbents would continue being paid at the current rate of pay (which would put them outside of the new and adjusted salary range for the class) until they separate from employment with the HWMA. Any new-hires would be paid within the newly established salary range.
- **Single-incumbent classes:** If a class only has one incumbent, an option would be to wait until the person separates from employment with HWMA and then adjust the salary range for the class according to the market.
- **Recent hires:** Some employees who have recently been hired may still be at one of the lower steps within their current salary range. So, even if the top of their current salary range is above market, the incumbents are currently still paid below the market maximum because they are not at the top of their current salary range. In this case, an immediate salary range adjustment could be made to bring the salary range within the market. This would bring the affected incumbents either to the top of the market range or very close to it, but they would not technically be Y-rated or lose any pay.

Another option, of course, is to actually reduce salaries down to the market. However, from an employee relations perspective this may not be a viable option.

Using the Market Data as a Tool

Gallagher would like to reiterate that this report and the findings are meant to be a tool for HWMA to create and implement an equitable compensation plan. Compensation strategies are designed to attract and retain excellent staff; however, financial realities and HWMA's expectations may also come into play when determining appropriate compensation philosophies and strategies. The collected data presented herein represents a market survey that will give HWMA an instrument to make future compensation decisions.

It has been a pleasure working with HWMA on this critical project. Please do not hesitate to contact us if we can provide any additional information or clarification regarding this report.

Respectfully submitted by,

Arthur J. Gallagher & Co.

Mike Harary

Mike Harary
Project Manager

Appendix I

Results Summary

**Humboldt Waste Management Authority
CompSTAR Report Result Summary
October 2025**

Classification	Adjusted Top Monthly Salary Data					# of Matches
	Adjusted Top Monthly Salary Data	Average of comparators	% above or below	Median of comparators	% above or below	
Account Clerk Confidential	\$ 5,170	\$ 5,359	-3.64%	\$ 5,191	-0.40%	8
Account Clerk II	\$ 4,684	\$ 5,381	-14.87%	\$ 5,325	-13.68%	11
Director of Environmental Health and Safety	\$ 10,323	\$ 11,087	-7.41%	\$ 11,217	-8.66%	6
Director of Finance	\$ 10,323	\$ 11,149	-8.01%	\$ 10,735	-4.00%	11
Director of Operations	\$ 10,323	\$ 11,569	-12.07%	\$ 11,894	-15.22%	11
Executive Director	\$ 14,586	\$ 15,308	-4.95%	\$ 15,553	-6.63%	10
Hazmat Technician II	\$ 5,996	\$ 6,144	-2.47%	\$ 6,649	-10.90%	5
Health and Safety Coordinator II	\$ 5,996	Insuff.Data	Insuff.Data	Insuff.Data	Insuff.Data	3
Landfill Supervisor	\$ 6,954	\$ 7,623	-9.63%	\$ 7,391	-6.29%	11
Landfill Technician II	\$ 6,146	\$ 6,300	-2.51%	\$ 6,163	-0.28%	5
Materials Diversion Technician II	\$ 4,921	\$ 4,887	0.69%	\$ 5,038	-2.38%	8
Operations Supervisor	\$ 6,954	\$ 7,760	-11.59%	\$ 7,897	-13.56%	9
Programs Analyst II	\$ 6,300	\$ 7,890	-25.25%	\$ 7,953	-26.25%	7
Scale Attendant	\$ 4,458	\$ 4,973	-11.55%	\$ 4,643	-4.14%	10
Scale Supervisor	\$ 6,954	\$ 6,544	5.89%	\$ 6,274	9.78%	7
AVERAGE:			-7.67%	AVERAGE:		-7.33%

Appendix II

Market Compensation Findings

Account Clerk Confidential

Agency	Classification	Salary Effective Date	Next Salary Increase	Percentage of Next Increase	Adj Top Monthly Salary
City of Watsonville	[Accounting Technician /Administrative Assistant II] ¹	1/1/2025	Unknown	Unknown	\$ 6,274
City of Santa Maria	[Account Clerk II /Administrative Assistant] ¹	1/1/2025	Unknown	Unknown	\$ 5,824
Los Angeles County Sanitation Districts	[Account Clerk II /Office Assistant II] ¹	7/1/2025	7/1/2026	Unknown	\$ 5,713
County of Stanislaus	[Accounting Technician /Confidential Assistant II]	8/5/2025	Unknown	Unknown	\$ 5,325
Humboldt Waste Management Authority	Account Clerk Confidential	7/1/2025	Unknown	Unknown	\$ 5,170
City of Redding	[Account Clerk II /Administrative Assistant II] ¹	7/21/2024	Unknown	Unknown	\$ 5,058
County of Sacramento	Account Clerk II Confidential	6/30/2024	Unknown	Unknown	\$ 4,932
County of San Joaquin	Accounting Technician I Confidential	7/14/2025	Unknown	Unknown	\$ 4,893
County of Yolo	[Account Clerk II /Administrative Clerk II Confidential] ¹	7/1/2025	Unknown	Unknown	\$ 4,850
City of Santa Cruz	N/C				
Monterey Regional Waste Management District	N/C				
Salinas Valley Solid Waste Authority	N/C				

Base Salary Median	\$5,191
Base Salary Average	\$5,359
Percentage Above or Below Median	-0.41%
Percentage Above or Below Average	-3.64%

Total # of Matches: 8

Footnote:

1. Functional Hybrid - The salary displayed is the higher of the matches.

Account Clerk II

Agency	Classification	Salary Effective Date	Next Salary Increase	Percentage of Next Increase	Adj Top Monthly Salary
Salinas Valley Solid Waste Authority	Accounting Technician II	7/7/2025	Unknown	Unknown	\$ 7,083
Monterey Regional Waste Management District	Accounting Assistant II	7/1/2025	Unknown	Unknown	\$ 6,049
Los Angeles County Sanitation Districts	Account Clerk II	7/1/2025	7/1/2026	Unknown	\$ 5,713
City of Watsonville	[Accounting Technician /Accounting Assistant]¹	1/1/2025	Unknown	Unknown	\$ 5,603
City of Santa Cruz	Accounting Assistant II	8/27/2025	Unknown	Unknown	\$ 5,370
County of Stanislaus	Accounting Technician	8/5/2025	Unknown	Unknown	\$ 5,325
City of Redding	Account Clerk II	7/1/2024	Unknown	Unknown	\$ 5,058
County of San Joaquin	Accounting Technician I	7/14/2025	Unknown	Unknown	\$ 4,893
County of Yolo	Account Clerk II	7/1/2025	Unknown	Unknown	\$ 4,850
City of Santa Maria	Account Clerk II	1/1/2025	Unknown	Unknown	\$ 4,832
Humboldt Waste Management Authority	Account Clerk II	7/1/2025	Unknown	Unknown	\$ 4,684
County of Sacramento	Account Clerk II	6/30/2024	Unknown	Unknown	\$ 4,413

Base Salary Median	\$5,325
Base Salary Average	\$5,381
Percentage Above or Below Median	-13.68%
Percentage Above or Below Average	-14.87%

Total # of Matches: 11

Footnote:

1. Span of Responsibility Hybrid - The salary displayed is an average of the matches.

Director of Environmental Health and Safety

Agency	Classification	Salary Effective Date	Next Salary Increase	Percentage of Next Increase	Adj Top Monthly Salary
City of Santa Maria	Regulatory Compliance Manager	1/1/2025	Unknown	Unknown	\$ 12,160
Los Angeles County Sanitation Districts	[Environmental Health and Safety Supervisor /Health and Safety Analyst I]*	7/1/2025	7/1/2026	Unknown	\$ 11,725
Monterey Regional Waste Management District	Safety Manager	7/1/2025	Unknown	Unknown	\$ 11,362
County of Sacramento	Waste Management Program Manager I	6/30/2024	Unknown	Unknown	\$ 11,071
City of Redding	Safety and Environmental Compliance Coordinator	8/17/2025	Unknown	Unknown	\$ 10,496
Humboldt Waste Management Authority	Director of Environmental Health and Safety	7/1/2025	Unknown	Unknown	\$ 10,323
City of Watsonville	Environmental Projects Manager	7/1/2025	Unknown	Unknown	\$ 9,709
City of Santa Cruz	N/C				
County of San Joaquin	N/C				
County of Stanislaus	N/C				
County of Yolo	N/C				
Salinas Valley Solid Waste Authority	N/C				

Base Salary Median	\$11,217
Base Salary Average	\$11,087
Percentage Above or Below Median	-8.66%
Percentage Above or Below Average	-7.41%

Total # of Matches: 6

Footnote:

1. Span of Responsibility Hybrid - The salary displayed is an average of the matches.

Director of Finance

Agency	Classification	Salary Effective Date	Next Salary Increase	Percentage of Next Increase	Adj Top Monthly Salary
City of Santa Maria	Business Leader	1/1/2025	Unknown	Unknown	\$ 13,756
Salinas Valley Solid Waste Authority	Finance and Administration Manager	7/1/2025	Unknown	Unknown	\$ 12,883
Monterey Regional Waste Management District	Accounting Manager	7/1/2025	Unknown	Unknown	\$ 11,930
County of Sacramento	Senior Accounting Manager	6/30/2024	Unknown	Unknown	\$ 11,587
City of Redding	Public Works Manager - Financial	9/1/2024	Unknown	Unknown	\$ 11,567
County of Stanislaus	Manager III	8/5/2025	Unknown	Unknown	\$ 10,735
City of Santa Cruz	Principal Management Analyst	8/27/2025	Unknown	Unknown	\$ 10,639
Humboldt Waste Management Authority	Director of Finance	7/1/2025	Unknown	Unknown	\$ 10,323
City of Watsonville	[Public Works and Utilities Administrative Services Manager /Human Resources Analyst] ¹	7/1/2025	Unknown	Unknown	\$ 10,307
County of San Joaquin	Management Analyst III	7/14/2025	Unknown	Unknown	\$ 9,982
Los Angeles County Sanitation Districts	[Supervising Accountant/ Human Resources Analyst II] ¹	7/1/2025	7/1/2026	Unknown	\$ 9,890
County of Yolo	Business Services Manager	7/1/2025	Unknown	Unknown	\$ 9,363

Base Salary Median	\$10,735
Base Salary Average	\$11,149
Percentage Above or Below Median	-4.00%
Percentage Above or Below Average	-8.01%

Total # of Matches: 11

Footnote:

1. Span of Responsibility Hybrid - The salary displayed is an average of the matches.

Director of Operations

Agency	Classification	Salary Effective Date	Next Salary Increase	Percentage of Next Increase	Adj Top Monthly Salary
Monterey Regional Waste Management District	Materials Recovery Facility Manager	7/1/2025	Unknown	Unknown	\$ 13,811
City of Santa Maria	Solid Waste Manager	1/1/2025	Unknown	Unknown	\$ 13,167
Salinas Valley Solid Waste Authority	Operations Manager	7/1/2025	Unknown	Unknown	\$ 12,776
County of Sacramento	Waste Management Operations Superintendent	6/30/2024	Unknown	Unknown	\$ 12,094
Los Angeles County Sanitation Districts	[Solid Waste Operations Superintendent /Solid Waste Operations Supervisor II] ¹	7/1/2025	Unknown	Unknown	\$ 12,094
City of Redding	[Deputy Director of Public Works /Public Works Supervisor-Solid Waste Operations] ¹	9/1/2024	Unknown	Unknown	\$ 11,894
County of Yolo	Waste Management Operations Manager	7/1/2025	Unknown	Unknown	\$ 10,770
County of Stanislaus	Manager III	8/5/2025	Unknown	Unknown	\$ 10,735
County of San Joaquin	Solid Waste Operations Manager	7/14/2025	Unknown	Unknown	\$ 10,633
City of Santa Cruz	Superintendent of Resource Recovery - Processing and Disposal	8/27/2025	Unknown	Unknown	\$ 10,538
Humboldt Waste Management Authority	Director of Operations	7/1/2025	Unknown	Unknown	\$ 10,323
City of Watsonville	Integrated Waste Superintendent	7/1/2025	Unknown	Unknown	\$ 8,749

Base Salary Median	\$11,894
Base Salary Average	\$11,569
Percentage Above or Below Median	-15.22%
Percentage Above or Below Average	-12.07%

Total # of Matches: 11

Footnote:

1. Span of Responsibility Hybrid - The salary displayed is an average of the matches.

Executive Director

Agency	Classification	Salary Effective Date	Next Salary Increase	Percentage of Next Increase	Adj Top Monthly Salary
Salinas Valley Solid Waste Authority	General Manager/Chief Administrative Officer	7/1/2025	Unknown	Unknown	\$ 19,916
County of San Joaquin	Integrated Waste Manager	7/14/2025	Unknown	Unknown	\$ 17,302
County of Sacramento	Chief, Division of Solid Waste Management	6/30/2024	Unknown	Unknown	\$ 16,210
City of Redding	[Director of Public Works /Deputy Director of Public Works] ¹	9/1/2024	Unknown	Unknown	\$ 16,142
City of Santa Maria	[Organizational/Enterprise Leader /Solid Waste Manager] ¹	1/1/2025	Unknown	Unknown	\$ 15,656
Los Angeles County Sanitation Districts	[Division Engineer /Solid Waste Operations Superintendent] ¹	7/1/2025	Unknown	Unknown	\$ 15,451
Humboldt Waste Management Authority	Executive Director	7/1/2025	Unknown	Unknown	\$ 14,586
County of Yolo	Director of Integrated Waste Division	7/1/2025	Unknown	Unknown	\$ 14,314
County of Stanislaus	Assistant Director	8/5/2025	Unknown	Unknown	\$ 13,487
City of Watsonville	Solid Waste Division Manager	7/1/2025	Unknown	Unknown	\$ 12,778
City of Santa Cruz	Public Works Operations Manager	8/27/2025	Unknown	Unknown	\$ 11,827
Monterey Regional Waste Management District	N/C				

Base Salary Median	\$15,553
Base Salary Average	\$15,308
Percentage Above or Below Median	-6.63%
Percentage Above or Below Average	-4.95%

Total # of Matches: 10

Footnote:

1. Span of Responsibility Hybrid - The salary displayed is an average of the matches.

Hazmat Technician II

Agency	Classification	Salary Effective Date	Next Salary Increase	Percentage of Next Increase	Adj Top Monthly Salary
Salinas Valley Solid Waste Authority	Houshold Hazardous Waste Technician	7/1/2025	Unknown	Unknown	\$ 6,911
City of Redding	Hazardous Waste Technician	12/8/2024	Unknown	Unknown	\$ 6,765
Monterey Regional Waste Management District	Hazardous Material Technician	7/1/2025	Unknown	Unknown	\$ 6,649
Humboldt Waste Management Authority	Hazmat Technician II	7/1/2025	Unknown	Unknown	\$ 5,996
City of Santa Cruz	Resource Recovery Worker II ¹	8/27/2025	Unknown	Unknown	\$ 5,403
City of Watsonville	Waste and Recycling Center Worker II	7/1/2024	Unknown	Unknown	\$ 4,991
City of Santa Maria	N/C				
County of Sacramento	N/C				
County of San Joaquin	N/C				
County of Stanislaus	N/C				
County of Yolo	N/C				
Los Angeles County Sanitation Districts	N/C				

Base Salary Median	\$6,649
Base Salary Average	\$6,144
Percentage Above or Below Median	-10.90%
Percentage Above or Below Average	-2.47%

Total # of Matches: 5

Footnote:

1. \$25 monthly Hazardous Materials Premium Pay available to this position(not included in reported salary).

Health and Safety Coordinator II

Agency	Classification	Salary Effective Date	Next Salary Increase	Percentage of Next Increase	Adj Top Monthly Salary
City of Redding	[Safety Specialist /Hazardous Waste Specialist I]'	7/1/2024	Unknown	Unknown	\$ 8,161
County of Sacramento	Safety Technician	6/30/2024	Unknown	Unknown	\$ 6,897
Monterey Regional Waste Management District	Safety Coordinator	7/1/2025	Unknown	Unknown	\$ 6,772
Humboldt Waste Management Authority	Health and Safety Coordinator II	7/1/2025	Unknown	Unknown	\$ 5,996
City of Santa Cruz	N/C				
City of Santa Maria	N/C				
City of Watsonville	N/C				
County of San Joaquin	N/C				
County of Stanislaus	N/C				
County of Yolo	N/C				
Los Angeles County Sanitation Districts	N/C				
Salinas Valley Solid Waste Authority	N/C				

Base Salary Median	Insuff.Data
Base Salary Average	Insuff.Data
Percentage Above or Below Median	Insuff.Data
Percentage Above or Below Average	Insuff.Data

Total # of Matches: 3

Footnote:

1. Span of Responsibility Hybrid - The salary displayed is an average of the matches.

Landfill Supervisor

Agency	Classification	Salary Effective Date	Next Salary Increase	Percentage of Next Increase	Adj Top Monthly Salary
Los Angeles County Sanitation Districts	Solid Waste Operations Supervisor I	7/1/2025	Unknown	Unknown	\$ 9,782
Salinas Valley Solid Waste Authority	Field Operations Supervisor I	7/1/2025	Unknown	Unknown	\$ 8,846
Monterey Regional Waste Management District	Landfill Operations Supervisor	7/1/2025	Unknown	Unknown	\$ 8,491
County of Sacramento	[Waste Management Operations Supervisor /Landfill Equipment Operator III] ¹	6/30/2024	Unknown	Unknown	\$ 7,638
City of Santa Maria	[Solid Waste Landfill Supervisor /Landfill Heavy Equipment Lead Operator] ¹	1/1/2025	Unknown	Unknown	\$ 7,399
County of Stanislaus	[Manager I /Landfill Lead Worker] ¹	8/5/2025	Unknown	Unknown	\$ 7,391
City of Santa Cruz	[Resource Recovery Supervisor /Resource Recovery Equipment Operator] ¹	8/27/2025	Unknown	Unknown	\$ 7,122
City of Watsonville	[Integrated Waste Supervisor /Landfill Equipment Operator III] ¹	7/1/2024	Unknown	Unknown	\$ 7,010
City of Redding	Working Supervisor - Landfill	12/8/2024	Unknown	Unknown	\$ 6,959
Humboldt Waste Management Authority	Landfill Supervisor	7/1/2025	Unknown	Unknown	\$ 6,954
County of Yolo	Supervising Waste Facility Worker	7/1/2025	Unknown	Unknown	\$ 6,718
County of San Joaquin	Solid Waste Recovery Supervisor	7/14/2025	Unknown	Unknown	\$ 6,496

Base Salary Median	\$7,391
Base Salary Average	\$7,623
Percentage Above or Below Median	-6.29%
Percentage Above or Below Average	-9.63%

Total # of Matches: 11

Footnote:

1. Span of Responsibility Hybrid - The salary displayed is an average of the matches.

Landfill Technician II

Agency	Classification	Salary Effective Date	Next Salary Increase	Percentage of Next Increase	Adj Top Monthly Salary
Salinas Valley Solid Waste Authority	Solid Waste Technician II	7/1/2025	Unknown	Unknown	\$ 7,083
Monterey Regional Waste Management District	[[Heavy Equipment Operator /Site Maintenance Worker II]] ¹	7/1/2025	Unknown	Unknown	\$ 6,594
City of Santa Maria	Landfill Heavy Equipment Operator II	1/1/2025	Unknown	Unknown	\$ 6,163
Humboldt Waste Management Authority	Landfill Technician II	7/1/2025	Unknown	Unknown	\$ 6,146
County of Yolo	Senior Waste Facility Worker	7/1/2025	Unknown	Unknown	\$ 6,131
City of Watsonville	Landfill Equipment Operator II	7/1/2024	Unknown	Unknown	\$ 5,530
City of Redding	N/C				
City of Santa Cruz	N/C				
County of Sacramento	N/C				
County of San Joaquin	N/C				
County of Stanislaus	N/C				
Los Angeles County Sanitation Districts	N/C				

Base Salary Median	\$6,163
Base Salary Average	\$6,300
Percentage Above or Below Median	-0.28%
Percentage Above or Below Average	-2.51%

Total # of Matches: 5

Footnote:

1. Span of Responsibility Hybrid - The salary displayed is an average of the matches.

Materials Diversion Technician II

Agency	Classification	Salary Effective Date	Next Salary Increase	Percentage of Next Increase	Adj Top Monthly Salary
County of Yolo	[Waste Reduction Recycling Specialist /Waste Facility Worker II] ¹	7/1/2025	Unknown	Unknown	\$ 5,695
City of Santa Cruz	Resource Recovery Worker II	8/27/2025	Unknown	Unknown	\$ 5,403
City of Santa Maria	Maintenance Worker II	1/1/2025	Unknown	Unknown	\$ 5,153
Los Angeles County Sanitation Districts	[Site Maintenance Worker /Refuse Site Attendant] ²	7/1/2025	7/1/2026	Unknown	\$ 5,050
City of Redding	[Resource Recovery Worker /Solid Waste Truck Driver I] ¹	12/8/2024	Unknown	Unknown	\$ 5,027
Humboldt Waste Management Authority	Materials Diversion Technician II	7/1/2025	Unknown	Unknown	\$ 4,921
County of San Joaquin	Solid Waste Recovery Worker II	7/14/2025	Unknown	Unknown	\$ 4,396
Salinas Valley Solid Waste Authority	Diversion Worker II	7/1/2025	Unknown	Unknown	\$ 4,217
Monterey Regional Waste Management District	Sorter II	4/1/2025	Unknown	Unknown	\$ 4,158
City of Watsonville	N/C				
County of Sacramento	N/C				
County of Stanislaus	N/C				

Base Salary Median	\$5,038
Base Salary Average	\$4,887
Percentage Above or Below Median	-2.38%
Percentage Above or Below Average	0.69%

Total # of Matches: 8

Footnote:

1. **Span of Responsibility Hybrid** - The salary displayed is an average of the matches.
2. **Functional Hybrid** - The salary displayed is the higher of the matches.

Operations Supervisor

Agency	Classification	Salary Effective Date	Next Salary Increase	Percentage of Next Increase	Adj Top Monthly Salary
Los Angeles County Sanitation Districts	Solid Waste Operations Supervisor I	7/1/2025	Unknown	Unknown	\$ 9,782
Salinas Valley Solid Waste Authority	Field Operations Supervisor I	7/1/2025	Unknown	Unknown	\$ 8,846
Monterey Regional Waste Management District	Materials Recovery Facility Supervisor	7/1/2025	Unknown	Unknown	\$ 8,489
City of Santa Cruz	Resource Recovery Supervisor	8/27/2025	Unknown	Unknown	\$ 7,897
County of Sacramento	Waste Management Operations Supervisor	6/30/2024	Unknown	Unknown	\$ 7,897
City of Redding	Working Supervisor - Landfill	12/8/2024	Unknown	Unknown	\$ 6,959
Humboldt Waste Management Authority	Operations Supervisor	7/1/2025	Unknown	Unknown	\$ 6,954
City of Watsonville	Waste and Recycling Center Supervisor	7/1/2024	Unknown	Unknown	\$ 6,755
County of Yolo	Supervising Waste Facility Worker	7/1/2025	Unknown	Unknown	\$ 6,718
County of San Joaquin	Solid Waste Recovery Supervisor	7/14/2025	Unknown	Unknown	\$ 6,496
City of Santa Maria	N/C				
County of Stanislaus	N/C				

Base Salary Median	\$7,897
Base Salary Average	\$7,760
Percentage Above or Below Median	-13.56%
Percentage Above or Below Average	-11.59%

Total # of Matches: 9

Footnote:

Programs Analyst II

Agency	Classification	Salary Effective Date	Next Salary Increase	Percentage of Next Increase	Adj Top Monthly Salary
Salinas Valley Solid Waste Authority	[Contracts & Grants Analyst /Recycling Coordinator] ¹	7/1/2025	Unknown	Unknown	\$ 8,846
County of Sacramento	Waste Management Program Associate	6/30/2024	Unknown	Unknown	\$ 8,549
County of San Joaquin	Management Analyst II	7/14/2025	Unknown	Unknown	\$ 7,971
County of Yolo	Community Services Analyst	7/1/2025	Unknown	Unknown	\$ 7,953
City of Redding	Assistant Project Coordinator - Technical	7/21/2024	Unknown	Unknown	\$ 7,754
City of Watsonville	Administrative Analyst	7/1/2025	Unknown	Unknown	\$ 7,416
County of Stanislaus	Staff Services Analyst	8/5/2025	Unknown	Unknown	\$ 6,741
Humboldt Waste Management Authority	Programs Analyst II	7/1/2025	Unknown	Unknown	\$ 6,300
City of Santa Cruz	N/C				
City of Santa Maria	N/C				
Los Angeles County Sanitation Districts	N/C				
Monterey Regional Waste Management District	N/C				

Base Salary Median	\$7,953
Base Salary Average	\$7,890
Percentage Above or Below Median	-26.25%
Percentage Above or Below Average	-25.25%

Total # of Matches: 7

Footnote:

1. Span of Responsibility Hybrid - The salary displayed is an average of the matches.

Scale Attendant

Agency	Classification	Salary Effective Date	Next Salary Increase	Percentage of Next Increase	Adj Top Monthly Salary
Los Angeles County Sanitation Districts	Weighscale Operator	7/1/2025	7/1/2026	Unknown	\$ 6,510
Monterey Regional Waste Management District	Weighmaster	7/1/2025	Unknown	Unknown	\$ 6,103
Salinas Valley Solid Waste Authority	Scalehouse Cashier	7/1/2025	Unknown	Unknown	\$ 5,399
County of Stanislaus	Account Clerk III	8/5/2025	Unknown	Unknown	\$ 4,848
County of Yolo	Solid Waste Attendant	7/1/2025	Unknown	Unknown	\$ 4,707
City of Santa Cruz	Landfill Gate Attendant	8/27/2025	Unknown	Unknown	\$ 4,579
County of Sacramento	Scale Attendant I	6/30/2024	Unknown	Unknown	\$ 4,489
City of Santa Maria	Account Clerk - Scale House	1/1/2025	Unknown	Unknown	\$ 4,478
Humboldt Waste Management Authority	Scale Attendant	7/1/2025	Unknown	Unknown	\$ 4,458
County of San Joaquin	Cashier Clerk	7/14/2025	Unknown	Unknown	\$ 4,417
City of Redding	Scale House Attendant II	7/21/2024	Unknown	Unknown	\$ 4,202
City of Watsonville	N/C				

Base Salary Median	\$4,643
Base Salary Average	\$4,973
Percentage Above or Below Median	-4.14%
Percentage Above or Below Average	-11.55%

Total # of Matches: 10

Footnote:

Scale Supervisor

Agency	Classification	Salary Effective Date	Next Salary Increase	Percentage of Next Increase	Adj Top Monthly Salary
Los Angeles County Sanitation Districts	[Solid Waste Operations Supervisor I / Solid Waste Operations Coordinator II] ¹	7/1/2025	Unknown	Unknown	\$ 9,214
Monterey Regional Waste Management District	Scales Supervisor	7/1/2025	Unknown	Unknown	\$ 7,516
Humboldt Waste Management Authority	Scale Supervisor	7/1/2025	Unknown	Unknown	\$ 6,954
City of Redding	Workflow Coordinator	9/29/2024	Unknown	Unknown	\$ 6,716
County of Yolo	Supervising Solid Waste Attendant	7/1/2025	Unknown	Unknown	\$ 6,274
County of Stanislaus	Supervising Account Administrative Clerk II	8/5/2025	Unknown	Unknown	\$ 6,133
County of Sacramento	Supervising Scale Attendant	6/30/2024	Unknown	Unknown	\$ 5,058
County of San Joaquin	Office Supervisor ²	7/14/2025	Unknown	Unknown	\$ 4,899
City of Santa Cruz	N/C				
City of Santa Maria	N/C				
City of Watsonville	N/C				
Salinas Valley Solid Waste Authority	N/C				



Base Salary Median	\$6,274
Base Salary Average	\$6,544
Percentage Above or Below Median	9.78%
Percentage Above or Below Average	5.89%

Total # of Matches: 7

Footnote:

- Span of Responsibility Hybrid - The salary displayed is an average of the matches.**
- Functional Hybrid - The salary displayed is the higher of the matches.**

Appendix III

Proposed Salary Range Schedule



Insurance | Risk Management | Consulting

Humboldt Waste Management Authority

Proposed Salary Plan

February 2026

Salary Range	Annually					Monthly					Per Pay Period					Hourly				
	Step 1	Step 2	Step 3	Step 4	Step 5	Step 1	Step 2	Step 3	Step 4	Step 5	Step 1	Step 2	Step 3	Step 4	Step 5	Step 1	Step 2	Step 3	Step 4	Step 5
1	37,954	39,852	41,845	43,937	46,134	3,163	3,321	3,487	3,661	3,844	1,581.43	1,660.50	1,743.53	1,830.71	1,922.24	18.25	19.16	20.12	21.12	22.18
2	38,903	40,848	42,891	45,035	47,287	3,242	3,404	3,574	3,753	3,941	1,620.97	1,702.02	1,787.12	1,876.47	1,970.30	18.70	19.64	20.62	21.65	22.73
3	39,876	41,870	43,963	46,161	48,469	3,323	3,489	3,664	3,847	4,039	1,661.49	1,744.57	1,831.80	1,923.39	2,019.56	19.17	20.13	21.14	22.19	23.30
4	40,873	42,916	45,062	47,315	49,681	3,406	3,576	3,755	3,943	4,140	1,703.03	1,788.18	1,877.59	1,971.47	2,070.04	19.65	20.63	21.66	22.75	23.89
5	41,895	43,989	46,189	48,498	50,923	3,491	3,666	3,849	4,042	4,244	1,745.61	1,832.89	1,924.53	2,020.76	2,121.80	20.14	21.15	22.21	23.32	24.48
6	42,942	45,089	47,343	49,711	52,196	3,578	3,757	3,945	4,143	4,350	1,789.25	1,878.71	1,972.64	2,071.28	2,174.84	20.65	21.68	22.76	23.90	25.09
7	44,015	46,216	48,527	50,953	53,501	3,668	3,851	4,044	4,246	4,458	1,833.98	1,925.68	2,021.96	2,123.06	2,229.21	21.16	22.22	23.33	24.50	25.72
8	45,116	47,372	49,740	52,227	54,839	3,760	3,948	4,145	4,352	4,570	1,879.83	1,973.82	2,072.51	2,176.13	2,284.94	21.69	22.77	23.91	25.11	26.36
9	46,244	48,556	50,984	53,533	56,210	3,854	4,046	4,249	4,461	4,684	1,926.82	2,023.16	2,124.32	2,230.54	2,342.06	22.23	23.34	24.51	25.74	27.02
10	47,400	49,770	52,258	54,871	57,615	3,950	4,147	4,355	4,573	4,801	1,974.99	2,073.74	2,177.43	2,286.30	2,400.62	22.79	23.93	25.12	26.38	27.70
11	48,585	51,014	53,565	56,243	59,055	4,049	4,251	4,464	4,687	4,921	2,024.37	2,125.59	2,231.87	2,343.46	2,460.63	23.36	24.53	25.75	27.04	28.39
12	49,799	52,289	54,904	57,649	60,532	4,150	4,357	4,575	4,804	5,044	2,074.98	2,178.73	2,287.66	2,402.05	2,522.15	23.94	25.14	26.40	27.72	29.10
13	51,044	53,597	56,276	59,090	62,045	4,254	4,466	4,690	4,924	5,170	2,126.85	2,233.19	2,344.85	2,462.10	2,585.20	24.54	25.77	27.06	28.41	29.83
14	52,321	54,937	57,683	60,568	63,596	4,360	4,578	4,807	5,047	5,300	2,180.02	2,289.02	2,403.48	2,523.65	2,649.83	25.15	26.41	27.73	29.12	30.57
15	53,629	56,310	59,125	62,082	65,186	4,469	4,692	4,927	5,173	5,432	2,234.52	2,346.25	2,463.56	2,586.74	2,716.08	25.78	27.07	28.43	29.85	31.34
16	54,969	57,718	60,604	63,634	66,815	4,581	4,810	5,050	5,303	5,568	2,290.39	2,404.91	2,525.15	2,651.41	2,783.98	26.43	27.75	29.14	30.59	32.12
17	56,344	59,161	62,119	65,225	68,486	4,695	4,930	5,177	5,435	5,707	2,347.65	2,465.03	2,588.28	2,717.69	2,853.58	27.09	28.44	29.86	31.36	32.93
18	57,752	60,640	63,672	66,855	70,198	4,813	5,053	5,306	5,571	5,850	2,406.34	2,526.65	2,652.99	2,785.64	2,924.92	27.77	29.15	30.61	32.14	33.75
19	59,196	62,156	65,263	68,527	71,953	4,933	5,180	5,439	5,711	5,996	2,466.50	2,589.82	2,719.31	2,855.28	2,998.04	28.46	29.88	31.38	32.95	34.59
20	60,676	63,710	66,895	70,240	73,752	5,056	5,309	5,575	5,853	6,146	2,528.16	2,654.57	2,787.29	2,926.66	3,072.99	29.17	30.63	32.16	33.77	35.46
21	62,193	65,302	68,567	71,996	75,596	5,183	5,442	5,714	6,000	6,300	2,591.36	2,720.93	2,856.98	2,999.83	3,149.82	29.90	31.40	32.97	34.61	36.34
22	63,748	66,935	70,282	73,796	77,485	5,312	5,578	5,857	6,150	6,457	2,656.15	2,788.95	2,928.40	3,074.82	3,228.56	30.65	32.18	33.79	35.48	37.25
23	65,341	68,608	72,039	75,641	79,423	5,445	5,717	6,003	6,303	6,619	2,722.55	2,858.68	3,001.61	3,151.69	3,309.28	31.41	32.98	34.63	36.37	38.18
24	66,975	70,323	73,840	77,532	81,408	5,581	5,860	6,153	6,461	6,784	2,790.61	2,930.14	3,076.65	3,230.48	3,392.01	32.20	33.81	35.50	37.27	39.14
25	68,649	72,082	75,686	79,470	83,443	5,721	6,007	6,307	6,622	6,954	2,860.38	3,003.40	3,153.57	3,311.25	3,476.81	33.00	34.65	36.39	38.21	40.12
26	70,365	73,884	77,578	81,457	85,529	5,864	6,157	6,465	6,788	7,127	2,931.89	3,078.48	3,232.41	3,394.03	3,563.73	33.83	35.52	37.30	39.16	41.12
27	72,124	75,731	79,517	83,493	87,668	6,010	6,311	6,626	6,958	7,306	3,005.19	3,155.44	3,313.22	3,478.88	3,652.82	34.68	36.41	38.23	40.14	42.15
28	73,928	77,624	81,505	85,580	89,859	6,161	6,469	6,792	7,132	7,488	3,080.32	3,234.33	3,396.05	3,565.85	3,744.14	35.54	37.32	39.19	41.14	43.20
29	75,776	79,565	83,543	87,720	92,106	6,315	6,630	6,962	7,310	7,675	3,157.32	3,315.19	3,480.95	3,655.00	3,837.75	36.43	38.25	40.16	42.17	44.28
30	77,670	81,554	85,631	89,913	94,409	6,473	6,796	7,136	7,493	7,867	3,236.26	3,398.07	3,567.97	3,746.37	3,933.69	37.34	39.21	41.17	43.23	45.39
31	79,612	83,592	87,772	92,161	96,769	6,634	6,966	7,314	7,680	8,064	3,317.16	3,483.02	3,657.17	3,840.03	4,032.03	38.27	40.19	42.20	44.31	46.52
32	81,602	85,682	89,966	94,465	99,188	6,800	7,140	7,497	7,872	8,266	3,400.09	3,570.10	3,748.60	3,936.03	4,132.83	39.23	41.19	43.25	45.42	47.69
33	83,642	87,824	92,216	96,826	101,668	6,970	7,319	7,685	8,069	8,472	3,485.09	3,659.35	3,842.32	4,034.43	4,236.15	40.21	42.22	44.33	46.55	48.88
34	85,733	90,020	94,521	99,247	104,209	7,144	7,502	7,877	8,271	8,684	3,572.22	3,750.83	3,938.37	4,135.29	4,342.06	41.22	43.28	45.44	47.71	50.10
35	87,877	92,270	96,884	101,728	106,815	7,323	7,689	8,074	8,477	8,901	3,661.53	3,844.60	4,036.83	4,238.67	4,450.61	42.25	44.36	46.58	48.91	51.35
36	90,074	94,577	99,306	104,271	109,485	7,506	7,881	8,276	8,689	9,124	3,753.06	3,940.72	4,137.75	4,344.64	4,561.87	43.30	45.47	47.74	50.13	52.64
37	92,325	96,942	101,789	106,878	112,222	7,694	8,078	8,482	8,907	9,352	3,846.89	4,039.24	4,241.20	4,453.26	4,675.92	44.39	46.61	48.94	51.38	53.95
38	94,634	99,365	104,333	109,550	115,028	7,886	8,280	8,694	9,129	9,586	3,943.06	4,140.22	4,347.23	4,564.59	4,792.82	45.50	47.77	50.16	52.67	55.30
39	96,999	101,849	106,942	112,289	117,903	8,083	8,487	8,912	9,357	9,825	4,041.64	4,243.72	4,455.91	4,678.70	4,912.64	46.63	48.97	51.41	53.99	56.68
40	99,424	104,396	109,615	115,096	120,851	8,285	8,700	9,135	9,591	10,071	4,142.68	4,349.82	4,567.31	4,795.67	5,035.46	47.80	50.19	52.70	55.33	58.10
41	101,910	107,005	112,356	117,974	123,872	8,492	8,917	9,363	9,831	10,323	4,246.25	4,458.56	4,681.49	4,915.56	5,161.34	49.00	51.44	54.02	56.72	59.55
42	104,458	109,681	115,165	120,923	126,969	8,705	9,140	9,597	10,077	10,581	4,352.40	4,570.02	4,798.53	5,038.45	5,290.38	50.22	52.73	55.37	58.14	61.04
43	107,069	112,423	118,044	123,946	130,143	8,922	9,369	9,837	10,329	10,845	4,461.21	4,684.28	4,918.49	5,164.41	5,422.63	51.48	54.05	56.75	59.59	62.57
44	109,746	115,233	120,995	127,045	133,397	9,145	9,603	10,083	10,587	11,116	4,572.75	4,801.38	5,041.45	5,293.52	5,558.20	52.76	55.40	58.17	61.08	64.13
45	112,490	118,114	124,020	130,221	136,732	9,374	9,843	10,335	10,852	11,394	4,687.06	4,921.42	5,167.49	5,425.86	5,697.16	54.08	56.79	59.62	62.61	65.74
46	115,302	121,067	127,120	133,476	140,150	9,608	10,089	10,593	11,123	11,679	4,804.24	5,044.45	5,296.68	5,561.51	5,839.58	55.43	58.21	61.12	64.17	67.38



Insurance | Risk Management | Consulting

Humboldt Waste Management Authority

Proposed Salary Plan

February 2026

Salary Range	Annually					Monthly					Per Pay Period					Hourly				
	Step 1	Step 2	Step 3	Step 4	Step 5	Step 1	Step 2	Step 3	Step 4	Step 5	Step 1	Step 2	Step 3	Step 4	Step 5	Step 1	Step 2	Step 3	Step 4	Step 5
47	118,184	124,094	130,298	136,813	143,654	9,849	10,341	10,858	11,401	11,971	4,924.35	5,170.56	5,429.09	5,700.55	5,985.57	56.82	59.66	62.64	65.78	69.06
48	121,139	127,196	133,556	140,233	147,245	10,095	10,600	11,130	11,686	12,270	5,047.46	5,299.83	5,564.82	5,843.06	6,135.21	58.24	61.15	64.21	67.42	70.79
49	124,167	130,376	136,895	143,739	150,926	10,347	10,865	11,408	11,978	12,577	5,173.64	5,432.32	5,703.94	5,989.14	6,288.59	59.70	62.68	65.81	69.11	72.56
50	127,272	133,635	140,317	147,333	154,699	10,606	11,136	11,693	12,278	12,892	5,302.98	5,568.13	5,846.54	6,138.87	6,445.81	61.19	64.25	67.46	70.83	74.37
51	130,453	136,976	143,825	151,016	158,567	10,871	11,415	11,985	12,585	13,214	5,435.56	5,707.33	5,992.70	6,292.34	6,606.95	62.72	65.85	69.15	72.60	76.23
52	133,715	140,400	147,420	154,791	162,531	11,143	11,700	12,285	12,899	13,544	5,571.45	5,850.02	6,142.52	6,449.65	6,772.13	64.29	67.50	70.88	74.42	78.14
53	137,058	143,910	151,106	158,661	166,594	11,421	11,993	12,592	13,222	13,883	5,710.73	5,996.27	6,296.08	6,610.89	6,941.43	65.89	69.19	72.65	76.28	80.09
54	140,484	147,508	154,884	162,628	170,759	11,707	12,292	12,907	13,552	14,230	5,853.50	6,146.18	6,453.48	6,776.16	7,114.97	67.54	70.92	74.46	78.19	82.10
55	143,996	151,196	158,756	166,693	175,028	12,000	12,600	13,230	13,891	14,586	5,999.84	6,299.83	6,614.82	6,945.56	7,292.84	69.23	72.69	76.32	80.14	84.15
56	147,596	154,976	162,725	170,861	179,404	12,300	12,915	13,560	14,238	14,950	6,149.83	6,457.33	6,780.19	7,119.20	7,475.16	70.96	74.51	78.23	82.14	86.25
57	151,286	158,850	166,793	175,132	183,889	12,607	13,238	13,899	14,594	15,324	6,303.58	6,618.76	6,949.70	7,297.18	7,662.04	72.73	76.37	80.19	84.20	88.41
58	155,068	162,821	170,963	179,511	188,486	12,922	13,568	14,247	14,959	15,707	6,461.17	6,784.23	7,123.44	7,479.61	7,853.59	74.55	78.28	82.19	86.30	90.62
59	158,945	166,892	175,237	183,998	193,198	13,245	13,908	14,603	15,333	16,100	6,622.70	6,953.83	7,301.53	7,666.60	8,049.93	76.42	80.24	84.25	88.46	92.88
60	162,918	171,064	179,618	188,598	198,028	13,577	14,255	14,968	15,717	16,502	6,788.27	7,127.68	7,484.06	7,858.27	8,251.18	78.33	82.24	86.35	90.67	95.21
61	166,991	175,341	184,108	193,313	202,979	13,916	14,612	15,342	16,109	16,915	6,957.97	7,305.87	7,671.16	8,054.72	8,457.46	80.28	84.30	88.51	92.94	97.59
62	171,166	179,724	188,711	198,146	208,053	14,264	14,977	15,726	16,512	17,338	7,131.92	7,488.52	7,862.94	8,256.09	8,668.90	82.29	86.41	90.73	95.26	100.03
63	175,445	184,218	193,428	203,100	213,255	14,620	15,351	16,119	16,925	17,771	7,310.22	7,675.73	8,059.52	8,462.49	8,885.62	84.35	88.57	92.99	97.64	102.53
64	179,831	188,823	198,264	208,177	218,586	14,986	15,735	16,522	17,348	18,216	7,492.98	7,867.62	8,261.01	8,674.06	9,107.76	86.46	90.78	95.32	100.09	105.09
65	184,327	193,544	203,221	213,382	224,051	15,361	16,129	16,935	17,782	18,671	7,680.30	8,064.31	8,467.53	8,890.91	9,335.45	88.62	93.05	97.70	102.59	107.72
66	188,935	198,382	208,301	218,716	229,652	15,745	16,532	17,358	18,226	19,138	7,872.31	8,265.92	8,679.22	9,113.18	9,568.84	90.83	95.38	100.14	105.15	110.41
67	193,659	203,342	213,509	224,184	235,393	16,138	16,945	17,792	18,682	19,616	8,069.11	8,472.57	8,896.20	9,341.01	9,808.06	93.11	97.76	102.65	107.78	113.17
68	198,500	208,425	218,847	229,789	241,278	16,542	17,369	18,237	19,149	20,107	8,270.84	8,684.39	9,118.60	9,574.53	10,053.26	95.43	100.20	105.21	110.48	116.00
69	203,463	213,636	224,318	235,534	247,310	16,955	17,803	18,693	19,628	20,609	8,477.61	8,901.49	9,346.57	9,813.90	10,304.59	97.82	102.71	107.85	113.24	118.90
70	208,549	218,977	229,926	241,422	253,493	17,379	18,248	19,160	20,118	21,124	8,689.55	9,124.03	9,580.23	10,059.25	10,562.21	100.26	105.28	110.54	116.07	121.87
71	213,763	224,451	235,674	247,457	259,830	17,814	18,704	19,639	20,621	21,653	8,906.79	9,352.13	9,819.74	10,310.73	10,826.26	102.77	107.91	113.30	118.97	124.92
72	219,107	230,062	241,566	253,644	266,326	18,259	19,172	20,130	21,137	22,194	9,129.46	9,585.94	10,065.23	10,568.49	11,096.92	105.34	110.61	116.14	121.94	128.04
73	224,585	235,814	247,605	259,985	272,984	18,715	19,651	20,634	21,665	22,749	9,357.70	9,825.58	10,316.86	10,832.71	11,374.34	107.97	113.37	119.04	124.99	131.24
74	230,199	241,709	253,795	266,485	279,809	19,183	20,142	21,150	22,207	23,317	9,591.64	10,071.22	10,574.79	11,103.52	11,658.70	110.67	116.21	122.02	128.12	134.52
75	235,954	247,752	260,140	273,147	286,804	19,663	20,646	21,678	22,762	23,900	9,831.43	10,323.00	10,839.15	11,381.11	11,950.17	113.44	119.11	125.07	131.32	137.89
76	241,853	253,946	266,643	279,975	293,974	20,154	21,162	22,220	23,331	24,498	10,077.22	10,581.08	11,110.13	11,665.64	12,248.92	116.28	122.09	128.19	134.60	141.33
77	247,900	260,295	273,309	286,975	301,323	20,658	21,691	22,776	23,915	25,110	10,329.15	10,845.61	11,387.89	11,957.28	12,555.15	119.18	125.14	131.40	137.97	144.87
78	254,097	266,802	280,142	294,149	308,857	21,175	22,233	23,345	24,512	25,738	10,587.38	11,116.75	11,672.58	12,256.21	12,869.02	122.16	128.27	134.68	141.42	148.49
79	260,450	273,472	287,146	301,503	316,578	21,704	22,789	23,929	25,125	26,381	10,852.06	11,394.67	11,964.40	12,562.62	13,190.75	125.22	131.48	138.05	144.95	152.20
80	266,961	280,309	294,324	309,040	324,492	22,247	23,359	24,527	25,753	27,041	11,123.36	11,679.53	12,263.51	12,876.68	13,520.52	128.35	134.76	141.50	148.58	156.01
81	273,635	287,316	301,682	316,766	332,605	22,803	23,943	25,140	26,397	27,717	11,401.45	11,971.52	12,570.10	13,198.60	13,858.53	131.56	138.13	145.04	152.29	159.91
82	280,476	294,499	309,224	324,686	340,920	23,373	24,542	25,769	27,057	28,410	11,686.48	12,270.81	12,884.35	13,528.57	14,204.99	134.84	141.59	148.67	156.10	163.90
83	287,488	301,862	316,955	332,803	349,443	23,957	25,155	26,413	27,734	29,120	11,978.65	12,577.58	13,206.46	13,866.78	14,560.12	138.22	145.13	152.38	160.00	168.00
84	294,675	309,408	324,879	341,123	358,179	24,556	25,784	27,073	28,427	29,848	12,278.11	12,892.02	13,536.62	14,213.45	14,924.12	141.67	148.75	156.19	164.00	172.20
85	302,042	317,144	333,001	349,651	367,133	25,170	26,429	27,750	29,138	30,594	12,585.07	13,214.32	13,875.03	14,568.79	15,297.23	145.21	152.47	160.10	168.10	176.51
86	309,593	325,072	341,326	358,392	376,312	25,799	27,089	28,444	29,866	31,359	12,899.69	13,544.68	14,221.91	14,933.01	15,679.66	148.84	156.28	164.10	172.30	180.92
87	317,332	333,199	349,859	367,352	385,720	26,444	27,767	29,155	30,613	32,143	13,222.18	13,883.29	14,577.46	15,306.33	16,071.65	152.56	160.19	168.20	176.61	185.44
88	325,266	341,529	358,605	376,536	395,363	27,105	28,461	29,884	31,378	32,947	13,552.74	14,230.38	14,941.89	15,688.99	16,473.44	156.38	164.20	172.41	181.03	190.08
89	333,397	350,067	367,571	385,949	405,247	27,783	29,172	30,631	32,162	33,771	13,891.56	14,586.14	15,315.44	16,081.21	16,885.28	160.29	168.30	176.72	185.55	194.83
90	341,732	358,819	376,760	395,598	415,378	28,478	29,902	31,397	32,966	34,615	14,238.85	14,950.79	15,698.33	16,483.24	17,307.41	164.29	172.51	181.13	190.19	199.70
91	350,276	367,789	386,179	405,488	425,762	29,190	30,649	32,182	33,791	35,480	14,594.82	15,324.56	16,090.79	16,895.33	17,740.09	168.40	176.82	185.66	194.95	204.69
92	359,033	376,984	395,833	415,625	436,406	29,919	31,415	32,986	34,635	36,367	14,959.69	15,707.67	16,493.06	17,317.71	18,183.59	172.61	181.24	190.30	199.82	209.81



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Humboldt Waste Management Authority

Proposed Salary Plan

February 2026

Salary Range	Annually					Monthly					Per Pay Period					Hourly				
	Step 1	Step 2	Step 3	Step 4	Step 5	Step 1	Step 2	Step 3	Step 4	Step 5	Step 1	Step 2	Step 3	Step 4	Step 5	Step 1	Step 2	Step 3	Step 4	Step 5
93	368,008	386,409	405,729	426,016	447,316	30,667	32,201	33,811	35,501	37,276	15,333.68	16,100.36	16,905.38	17,750.65	18,638.18	176.93	185.77	195.06	204.82	215.06
94	377,209	396,069	415,872	436,666	458,499	31,434	33,006	34,656	36,389	38,208	15,717.02	16,502.87	17,328.02	18,194.42	19,104.14	181.35	190.42	199.94	209.94	220.43
95	386,639	405,971	426,269	447,583	469,962	32,220	33,831	35,522	37,299	39,163	16,109.95	16,915.45	17,761.22	18,649.28	19,581.74	185.88	195.18	204.94	215.18	225.94
96	396,305	416,120	436,926	458,772	481,711	33,025	34,677	36,410	38,231	40,143	16,512.70	17,338.33	18,205.25	19,115.51	20,071.29	190.53	200.06	210.06	220.56	231.59
97	406,212	426,523	447,849	470,242	493,754	33,851	35,544	37,321	39,187	41,146	16,925.51	17,771.79	18,660.38	19,593.40	20,573.07	195.29	205.06	215.31	226.08	237.38
98	416,368	437,186	459,045	481,998	506,097	34,697	36,432	38,254	40,166	42,175	17,348.65	18,216.08	19,126.89	20,083.23	21,087.39	200.18	210.19	220.69	231.73	243.32
99	426,777	448,116	470,521	494,048	518,750	35,565	37,343	39,210	41,171	43,229	17,782.37	18,671.49	19,605.06	20,585.31	21,614.58	205.18	215.44	226.21	237.52	249.40
100	437,446	459,319	482,284	506,399	531,719	36,454	38,277	40,190	42,200	44,310	18,226.93	19,138.27	20,095.19	21,099.95	22,154.94	210.31	220.83	231.87	243.46	255.63

Appendix IV

Salary Range Placement Recommendations



Humboldt Waste Management Authority Proposed Range Placement Recommendations February 2026

Class Title	Current Maximum Monthly Salary	% from Top Monthly Median	Market Placement	Proposed Salary Range	Proposed Maximum Monthly Salary	Percent Difference	Study Benchmark	Rationale
Account Clerk I	\$3,941	N/A	N/A	10	\$4,801	21.84%	No	Internal alignment: 10% below Account Clerk II.
Account Clerk II	\$4,684	-13.7%	\$5,325	14	\$5,300	13.14%	X	Market and range placement.
Account Clerk II (Confidential)	\$5,170	-0.4%	\$5,191	14	\$5,300	2.50%	X	Override market data: anchor to Account Clerk II.
Director of Finance	\$10,323	-4.0%	\$10,736	47	\$11,971	15.97%	X	Market and internal alignment: maintain salary band.
Director of Environmental Health and Safety	\$10,323	-8.6%	\$11,210	47	\$11,971	15.97%	X	Market and internal alignment: maintain salary band.
Director of Operations	\$10,323	-15.2%	\$11,894	47	\$11,971	15.97%	X	Market and range placement.
Executive Director	\$14,586	-6.6%	\$15,553	58	\$15,707	7.69%	X	Market and range placement.
Hazardous Waste Technician I	\$4,921	N/A	N/A	19	\$5,996	21.84%	No	Internal alignment: 10% below Hazardous Waste Technician II
Hazardous Waste Technician II	\$5,996	-10.9%	\$6,650	23	\$6,619	10.38%	X	Market and range placement.
Health and Safety Coordinator I	\$4,921	N/A	N/A	19	\$5,996	21.84%	No	Internal alignment: 10% below Health and Safety Coordinator II
Health and Safety Coordinator II	\$5,996	Insuff	N/A	23	\$6,619	10.38%	X	Market and internal alignment: anchor to Hazardous Waste Technician II
Landfill Supervisor	\$6,954	-6.3%	\$7,391	30	\$7,867	13.14%	X	Override market data: anchor to Operations Supervisor.
Landfill Technician I	\$4,921	N/A	N/A	16	\$5,568	13.14%	No	Internal alignment: 10% below Landfill Technician II
Landfill Technician II	\$6,146	-0.3%	\$6,163	20	\$6,146	0.00%	X	Market and range placement.
Materials Diversion Technician I	\$4,039	N/A	N/A	8	\$4,570	13.14%	No	Internal alignment: 10% below Materials Diversion Technician II
Materials Diversion Technician II	\$4,921	-2.4%	\$5,038	12	\$5,044	2.50%	X	Market and range placement.
Materials Diversion Technician III	\$6,146	N/A	N/A	22	\$6,457	5.06%	No	Internal alignment: 25.0% above Material Diversion Technician II
Operations Supervisor	\$6,954	-13.6%	\$7,896	30	\$7,867	13.14%	X	Market and range placement.
Program Analyst I	\$5,707	N/A	N/A	26	\$7,127	24.89%	No	Internal alignment: 10% below Program Analyst I
Program Analyst II	\$6,300	-26.3%	\$7,953	30	\$7,867	24.89%	X	Market and range placement.
Scale Attendant	\$4,458	-4.1%	\$4,643	9	\$4,684	5.06%	X	Market and range placement.
Scalehouse Supervisor	\$6,954	3.2%	\$6,728	30	\$7,867	13.14%	X	Override market data: anchor to Operations Supervisor.

Legend for columns:

Column 1 - Classification Title.

Column 2 - Client's current monthly maximum salaries.

Column 3 - Shows the percentage difference between the client's current maximum monthly salaries and the desired market position.

Column 4 - Market placement shows the monthly market values derived from the compensation survey results.

Column 5 - Salary range number of the consultant's newly proposed salary range schedule.

Column 6 - Monthly maximum salary of the consultant's newly proposed salary ranges.

Column 7 - This percentage expresses the difference between the client's current salaries and the consultant's proposed salaries.

Column 8 - Indicates whether the classification was a survey benchmark.

Column 9 - The rationale expresses how the consultant arrived at each proposed maximum monthly salary recommendation (i.e., the proposed range placement within the newly proposed salary range schedule).

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**HUMBOLDT WASTE
MANAGEMENT AUTHORITY**

Staff Report

DATE: March 9, 2026 For Meeting of: March 12, 2026

FROM: Eric Keller-Heckman, Executive Director
Hilary Schwartz, Director of Finance

SUBJECT: Item 4)
Receive and Approve Mid-Year Adjustments and Review for Fiscal Year 2025-2026

RECOMMENDED ACTION: Voice vote
1) Receive and Approve Mid-Year Adjustments and Review for Fiscal Year 2025-2026

DISCUSSION:

Background:

Staff is pleased to present the Fiscal Year 2025-2026 Mid-Year Budget Review for the Board's consideration. This Mid-Year Budget reflects actual expenses and revenues received by the Authority as of December 31, 2025, is a strong indicator of the financial course of the Authority and will guide staff in the development of the Draft Fiscal Year FY 2026-2027 Budget.

The Authority operates on a July – June Fiscal Year, with a mid-year budget review typically presented at the regular March Board meeting. Mid-year budget adjustments are presented so that the Board of Directors may compare the approved budget projections with actual revenue and expenditure performance at mid-fiscal year and approve necessary adjustments to specific line items. This is an important tool in maintaining the Authority and its financial stability and direction.

Overall, revenues are in line with the budget projections with expenditures coming in just slightly under the FY 2025-2026 budget as presented in May 2025. The variations in revenue and certain expenses are simply due to the timing of this report, and the delay of certain financial processes.

Traditionally, staff does not present a full budget at mid-year unless substantial changes or alterations are recommended. With the minimal number of adjustments, and the majority of the budget tracking as predicted, staff has focused on the small number of outliers noted in this report.

FY 2025-26 Mid-Year Budget

Revenue

Based on actual tonnage received, Solid Waste Revenue as identified in the approved FY 2025-26 Budget is on track to be above original projections . Out of Area self-haul has remained steady with minimal tonnage overall. Staff anticipates ending the year with revenue realized over and above the originally projected amount.

Total County-Wide Program Fees and Base Rates Passed Through are also tracking well, with some variance attributed to how these fees are billed, collected, and apportioned to the appropriate division, line items and jurisdictions.

Other Income categories are currently tracking as expected for the year.

Overall, staff is confident in the projections made with the FY 2025-2026 budget and revenues are tracking with those predictions.

Expenditures

Waste Expenses are adjusted to reflect actual costs related to the Authority's cost of transportation and disposal for all material. The Authority has been fortunate in that so far in FY 2025-2026 there have been no significant interruptions to travel routes for solid waste disposal, and fuel prices have remained under projections. Backhauls have remained unchanged and additional costs have been offset by the lower-than-expected fuel prices, resulting in realized cost savings.

The Authority's approved organizational chart identifies 36 FTE positions. The majority of open positions have been filled within the last year, and staff costs are tracking within budgeted amounts as well.

Overall, many costs have tracked as predicted if not slightly below projections, outside of a few instances listed below in the recommended proposed adjustments.

Proposed Adjustments

Staff presents the following requested changes in list form, with references to the division and line item, for the board's consideration:

1. \$30,000 increase to Landfill, Leachate Hauling, from funds budgeted for Landfill Engineering and Consulting Services.
2. \$12,000 increase to Landfill, R&M Equipment, from \$10,000 budgeted for Landfill, R&M Facilities and \$2,000 from Landfill, Operating Expenses.
3. \$6,000 increase to Administrative, Janitorial, from funds budgeted for Administrative Merchant Fees.

4. \$16,000 increase to Environmental Health and Safety, Operating Expenses, from \$11,000 budgeted for Environmental Health and Safety, R&M Facilities, and \$5,000 from Environmental Health and Safety, Safety Expenses.
5. \$21,000 increase to Solid Waste, Recycling Disposal, from Solid Waste, Tire Transportation and Disposal.

The increase in the Landfill's Leachate hauling cost is directly correlated to an increase in rainfall when compared to historical levels. Additionally, an increase in municipal discharge fees was not known at the time the budget for this line item was finalized in 2025.

The Landfill site requires extensive vegetation management activities, and the current lawn mower suffered a catastrophic breakdown requiring significant repairs. Instead of continuing to repair and maintain an older, undersized unit for the current task requirements, the purchase of a new mower is recommended.

The increasing janitorial costs are related to improved services and supply procurement at the Hawthorne Street Transfer Station.

The requested increase to EH&S is more of an internal alignment issue than an issue with the original budgeting. Based on discussions with our auditor's during our most recent financial audit, staff has realigned the expenses related to stormwater activities in the appropriate line item.

Additionally, we are seeing a slight increase on average in recycling tons received, resulting in higher recycling disposal costs. Without a current tire amnesty grant, we have simultaneously experienced a sharp decline in tires disposal costs this fiscal year.

Reserves

Planned expenditures related to the Capital Improvement Plan, and other asset purchases, remain on schedule for completion through the end of the fiscal year. All reserves are on track to be fully funded by the end of the fiscal year.

Overall

Staff believes the minimal amount of mid-year budget adjustments indicate that the decisions made by the board during the budget approval process have resulted in a strong, healthy budget performance. Staff is prepared to discuss any items that require additional clarification and will present further discussion on these topics during their presentation of the draft Fiscal Year 2026-2027 budget scheduled for the April 2026 regular meeting.

Staff's Recommendation:

Staff recommends the board approve the list of proposed adjustments as presented and approve Fiscal Year 2025-2026 Mid-Year Budget.

ALTERNATIVES:

- 1) Board Discretion

ATTACHMENTS: N/A



**HUMBOLDT WASTE
MANAGEMENT AUTHORITY**

Staff Report

DATE: January 25, 2026. For Meeting of: February 12, 2026

FROM: Eric Keller-Heckman, Executive Director

SUBJECT: Item 6)
Organics Processing Feasibility Request for Proposals

RECOMMENDED ACTION: Voice Vote

- 1) Receive Update on Request for Proposals for Organics Processing Feasibility Study.
- 2) Reject Proposal Received as non-responsive and Terminate Current Procurement Process;
- 3) Direct Staff to Notify Jurisdictions; and provide
- 4) Direction as Appropriate

DISCUSSION:

Background:

In 2024, the HWMA board tasked staff with developing a mechanism to determine appropriate levels of in-county organics processing capacity. Through this process, it was determined that a Request for Proposals for in-county organics processing feasibility study be developed and circulated.

In November of 2024, the HWMA board approved the proposed timeline for development and provided items they would like to see appear in the proposal. HWMA staff then gathered input from member agency staff and out-of-county jurisdictions that had conducted similar proposals before finalizing and releasing the RFP in May of 2025.

At this time, HWMA jurisdictions earmarked funding from their SB 1383 local assistance grant funds to assist the Authority in covering the projected costs of the proposed work.

This solicitation received no qualified proposals, and staff took input from jurisdictions, this board, and potential proposers to better streamline the RFP and its overall scope

The updated proposal was released in July of 2025, and again this round of solicitation received no qualified proposals. Staff subsequently reached out to other jurisdictions throughout the state

that had conducted similar RFPs, and a key item emerged. The original RFP included a requirement to identify potential local properties where the facility could be located.

In speaking with out-of-county jurisdictions and potential proposers, this requirement was deemed prohibitive to the completion of the overall report; accordingly, staff removed this requirement from the RFP.

Staff released the RFP again in October of 2025 and received a single proposal, as listed below

Proposals Received:

1. Northpoint Consulting Group

The above proposal was received within the solicitation proposal timeline, with one error found by staff. The submitted proposal failed to include a signed and notarized Anti-Collusion Statement Form per attachment 2 of the original Request for Proposal. The Anti-Collusion Statement is intended to protect the procurement process by ensuring that bidders have not colluded by inducing others not to bid, submitting false bids, or otherwise and thereby fixing the bid price. A noncollusion declaration is required by state law to be submitted with all public construction bids. Although it is not a statutory requirement for professional feasibility projects, HWMA unambiguously made it a requirement of the Organics Processing Feasibility Study. Section 2.5 of the RFP states:

“A sworn anti-collusion statement is included as *Attachment 2* as part of the proposal package. The HWMA requires that a non-collusion statement be made as a sworn affidavit executed and sworn before a person who is authorized to administer oaths by laws of the State. This certification is required as important evidence in the event that collusion or bid rigging is discovered at a later date. If any Proposer submits a false statement, sanctions may then be taken against the Proposer.”

As requested by the Board at the February Board meeting staff has reviewed the proposal, and determined that in staff’s opinion the proposal meets the other required sections of the original RFP.

Staff received the Anti-Collusion Statement form signed and notarized on February 19, 2026. However, staff believes that timely submittal of the Statement with the proposal was a material requirement of the RFP, that the proposer’s failure to have met this requirement renders the proposal nonresponsive, that the proposal should be rejected, and this procurement terminated.

Additionally, at this time, jurisdiction staff believes the currently earmarked grant funds would be better used in other areas of SB1383 compliance, and whether to conduct an organics processing feasibility study can be revisited in the future.

Staff’s Recommendation:

Staff recommends the Board reject the lone response as nonresponsive.

FISCAL IMPACT

None.

ALTERNATIVES:

- 1) Board Discretion

ATTACHMENTS:

None